

TOWN OF DANVILLE
APPROVED SELECTBOARD MEETING MINUTES
March 19, 2015
Danville Town Hall Conference Room (6:00 PM)

CALL TO ORDER

Michael Walsh, Chair, called the meeting to order at 6:00 PM.

ADDITIONS TO THE AGENDA

- Appointment of new Conservation Commission members
- Letter to sign off on Town Forest Plans

BOARD MEMBERS PRESENT:

Michael Walsh (Chair), Craig Vance (Vice-Chair), Doug Pastula, Ken Linsley, Angelo Incerpi.

ALSO PRESENT:

Wendy Somers, Town Clerk; Keith Gadapee, Road Foreman; Barb and Gary Fontaine.

MINUTES

- March 5, 2015 Meeting Minutes were reviewed. A motion was made by Ken Linsley to accept the minutes. The motion was seconded by Angelo Incerpi. Michael asked if there was any discussion and the following changes were made:
 - page one under Reorganization of the Board, first sentence should read: "This being the first meeting after town meeting, Michael Walsh *turned the meeting over to vice-chair Doug Pastula who* asked if there were any nominations for Chair of the Board."
 - page two, fourth bullet, sentence should read: "It was also decided that Angelo will work with Mary *and Wendy* to research all applications..."
 - page two, under Town Clerk Report, second sentence should read: "The consensus of the board was that a new box *could* be installed..."
 - Another sentence was added to read: "*The board discussed several possible preventative measures but decided not to overreact to this first-time problem.*"
 - page three, sixth bullet under Highway Report (regarding Roads and Standards), the sentence should read: "The consensus was to use the *town's.*"

The motion was voted on and passed.

TOWN CLERK REPORT (WENDY SOMERS)

- Wendy presented two liquor licenses for The Danville Inn and one liquor license for Goodfellas for the board to review and sign. Doug Pastula made the motion to approve the two licenses for the Danville Inn and the one license for Goodfellas. The motion was seconded by Ken Linsley, voted on and passed. Licenses were signed.

HIGHWAY REPORT (KEITH GADAPEE)

- The Highway Department Procedures and Work Manual was reviewed. Keith recommended several changes and the board added some as well. Keith will edit the manual and present it at the next meeting for final review.
- Keith reported that Steve Larrabee asked about obtaining a letter of intent for his Windswept Drive project. He wanted to know the board's intent for taking over access of the road once it is constructed. The consensus of the board was to have Steve attend a meeting to explain the details in person.
- Keith presented copies of a contractor letter and contractor list for review.
- He was in touch with Shauna Clifford regarding Roads and Standards. The consensus was to affirm the current copy, therefore there is no need for an update at this time.
- Keith located the grant information to replace the Peacham Road Speed Signs and questioned how the money was to be dispersed. It was suggested Keith contact the State to follow up on that. Ken Linsley added the State was to provide signs and the town was responsible for installation.
- Keith asked to put out bids for sand and have that added to next meeting's agenda.

ISSUES AND INFORMATION – Mary Currier

- Discussion regarding the sewer hook-up purchased by Gerald and Betty Hutchins in 1995 and now owned by Barb and Gary Fontaine continued. New information was shared: a letter from Merton Leonard (dated November 30, 2011) confirming the board's decision to pass the sewer hook-up from the Hutchins to the Fontaines; and meeting minutes (dated November 17, 2011), which stated the general consensus of the board was that the right to connect *did* transfer with the new ownership. The Fontaines were asking that the hook-up be "grandfathered" in because of all the confusion. The general consensus of the board at this time was that it was mishandled from the beginning.
 - Doug Pastula made the motion to allow Barb and Gary Fontaine to retain their sewer committed reserve for parcel ID TH114-009.001 for as long as they own the property, with the understanding that because it was inadvertently paid for and accepted in 1995, contrary to the sewer ordinance, the board will honor the board's decision made November 17, 2011.
 - The motion was seconded by Craig Vance, voted on and passed.
- A letter written by Ken Linsley to Kenneth Robie (AOT) regarding the Route 2 Agreement was presented to be signed.
 - Craig Vance made the motion to accept the letter as written and have Michael Walsh, Chair, sign it.
 - Motion was seconded by Doug Pastula, voted on and passed.
- The Route 2 streetlights invoice discussion continued: Craig Vance and Mary had both spoken with GMP, and been told that the \$800 per month invoice was for 48 rented poles. Mary also received a breakdown of poles by number, which she gave to Craig so he can confirm locations.

- A Municipal Impact Questionnaire for Windswept Properties, LLC was presented to be signed.
 - Craig Vance made the motion to answer the questions and sign it.
 - Motion was seconded by Ken Linsley, voted on and passed.
- The board was updated on the meeting with Dan LeCour (TDL Waste Services), Doug Pastula, Angelo Incerpi and Mary Currier on March 11th to discuss the trash drop contract. Dan requested some changes to the contract. Mary drafted a new contract for the board to review.
- The board signed the form appointing Doug Carter as Town Service Officer for 2015-2016.
- Doug Pastula made the motion to appoint the following members to the Conservation Commission; motion was seconded by Angelo Incerpi, voted on and passed:
 - Jake Langmaid (2016)
 - Debra Yonkers (2017)
 - Nancy Diefenbach, Chair (2018)
 - Dick Diefenbach (2018)
- The board signed a letter to the Dave Houston, stating they had reviewed and accepted the Town Forest Plans for Pumpkin Hill and Rodgers Lot.

FINANCIALS

- All orders were reviewed and signed.

EXECUTIVE SESSION

- At 8:42 PM Doug Pastula made the motion to enter into executive session to discuss a personnel issue, inviting Mary Currier. Motion was seconded by Ken Linsley, voted on and passed.
- At 9:10 PM the board came out of executive session with no action taken.
- At 9:11 PM Ken Linsley made the motion to increase the hourly rate of pay for Mary Currier to \$24.20 as initially agreed upon once satisfactorily completing her six-month probationary period and to be retroactive form March 9, 2015. Motion was seconded by Angelo Incerpi, voted on and passed.
 - The board also asked Mary to draft a letter stating this be included in her file.
- At 9:15 PM Ken Linsley made the motion to adjourn. Motion was seconded by Doug Pastula, voted on and passed. Meeting adjourned.

Respectfully Submitted,

Mary L. Currier
Clerk of the Board