

**TOWN OF DANVILLE**  
APPROVED SELECTBOARD MEETING MINUTES  
SEPTEMBER 15, 2016  
Danville Town Hall (6:00 PM)

**BOARD MEMBERS PRESENT:**

Michael Walsh, Douglas Pastula, Kenneth Linsley, Angelo Incerpi, Kellie Merrell (by speaker phone)

**ALSO PRESENT:** Wendy Somers, Keith Gadapee, Virginia Incerpi, Gary and Barb Fontaine, Randall Northrop, Lisa Hantman, Eric Bach, Dan and Mary Wyand, Jerry Rankin, Jeff Frampton, Chris Kirk, Joel Schwartz, Lisa MacDowell, Julie Grenier, Ann M. Halstead, Kathy Oberle, Bridget Ferrin-Smith, Bebo Webster.

**(1) CALL TO ORDER**

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

**(2) ADDITIONS TO THE AGENDA**

- (A) Another complaint regarding a loose dog and chickens at 4402 Bruce Badger Road was discussed. A letter was sent to the owner, but the neighbor still reports that the owner has done nothing to restrain either the dog or the chickens. The consensus of the board was to have the Dog Warden pay another visit to the property and take necessary action.
- (B) Ken Linsley reported that another light is out on the Green. Mary will contact CFW to have that repaired.

**(3) VISITORS**

- (A) Eric Bach was present on behalf of the Chamber of Commerce, to ask permission to use the Green and the electric on Sunday, October 2<sup>nd</sup> from 7:00 AM to 6:00 PM for Autumn-on-the-Green.
  - *A motion was made by Doug Pastula and seconded by Angelo Incerpi to approve the use of the Green for Autumn-on-the-Green by the Chamber of Commerce on October 2<sup>nd</sup> as long as they put up "no parking" signs along Peacham Road and have a sheriff.*Discussion continued with Keith Gadapee suggesting the Chamber invest in permanent "Detour to Peacham Road" signs to alleviate confusion coming off Route 2. Eric was in favor of this and asked for Keith's assistance in ordering appropriate signage. Michael Walsh will inform Fire Chief Troy Cochran of the event. *The motion passed all in favor by roll call.*
- (B) Randall Northrop, from Corrette and Associates, was present to discuss the 2015 external audit results. He explained this is his second year performing the audit and not all reports are included due to a delay from the state regarding pension information. The Management's Discussion and Analysis was not available for review. That will be provided to the board once Wendy Somers receives information to complete the report. The findings of the audit were reviewed and similar concerns as last year were noted: numerous checking accounts and ownership issues between Town and Fire Department. No serious concerns were brought to the board's attention.
  - *A motion was made by Douglas Pastula and seconded by Angelo Incerpi to approve the audit report for 2015 from Corrette and Associates. The motion passed all in favor by roll call.*

**(4) APPROVAL OF MINUTES**

September 1, 2016 Public Hearing Minutes were reviewed. *A motion was made Ken Linsley and seconded by Angelo Incerpi to accept the minutes with the following change: "Ken Linsley then expressed the board's gratitude to George Baxter for bringing..." The motion passed all in favor by roll call.* Doug Pastula abstained, as he was not present at that meeting.

September 1, 2016 Regular Meeting Minutes were reviewed. *A motion was made by Angelo Incerpi and seconded by Ken Linsley to accept the minutes as written. The motion passed all in favor by roll call.* Doug Pastula abstained, as he was not present at that meeting.

## **(5) FINAL INSPECTION OF DRAFT ATV ORDINANCE**

The entire document was reviewed and suggested changes were brought to the board's attention regarding clarifying paragraphs due to redundancies and/or confusion, as well as reinserting text suggestions by town counsel. These changes were accepted by the board in order to produce a clean copy to post by September 20<sup>th</sup> for the October 20<sup>th</sup> public hearing. There is still more legal research needed for Section V (B). Mary will consult town counsel on this prior to the October 20<sup>th</sup> hearing. The board discussed logistics of the hearing. The consensus of the board was to have a sign-up sheet for those people interested in speaking and set a limited amount of time to speak. The board will only take public input and not engage in discussions.

## **(6) DOG WARRANT REPORT**

There were 18 dog owners who are reported unlicensed to date. Jo Guertin continues to contact the owners and will be present at the October 6<sup>th</sup> meeting with a full report of actions.

## **(7) TOWN CLERK REPORT (Wendy Somers)**

- A) A liquor license for Caledonia Spirits for Autumn-on-the-Green was presented for approval.
  - *A motion was made by Ken Linsley and seconded by Doug Pastula to approve the liquor license for Caledonia Spirits for Autumn-on-the-Green. The motion passed all in favor by roll call.*
- B) A special event permit for outdoor seating at Red Barn Brewing on October 8<sup>th</sup> from 3:00-10:00 PM was presented for approval.
  - *A motion was made by Ken Linsley and seconded by Doug Pastula to approve the special event permit for out outdoor seating for Red Barn Brewery for October 8<sup>th</sup>. The motion passed all in favor by roll call.*
- C) Bids for winter heating oil were opened:
  - #1 C.N. Brown @ \$1.799 per gallon (fixed);
  - #2 Fred's Heating and Propane @ \$1.839 per gallon (fixed);
  - #3 Dead River Co. @ \$1.852 (non-fixed) and \$1.96 (fixed).
    - *A motion was made by Ken Linsley and seconded by Doug Pastula to accept the bid for winter heating oil submitted by C.N. Brown for \$1.799 per gallon fixed. The motion passed all in favor by roll call.*
- D) Wendy requested that the windows in the Town Hall be washed at some point in the near future. Wendy and Mary will research costs for having this done.

## **(8) HIGHWAY REPORT (Keith Gadapee)**

- A) A curb cut from John Myrick on Partridge Lane was submitted for approval.
  - *A motion was made by Doug Pastula and seconded by Angelo Incerpi to approve the curb cut for John Myrick on Partridge Lane. The motion passed all in favor by roll call.*
- B) The High Risk Rural Grant was discussed for Peacham Road signs to be installed. Keith informed the board that the project has now been delayed until next year.
- C) VASA is doing construction on Class IV roads at their own expense (Partridge Lane and Water Andric) and Keith asked the board to consider sending them a letter of appreciation for doing so. Wendy asked to have them provide a current certificate of insurance. The consensus of the board was to send the letter of appreciation upon completion of the project.
- D) Finley Drive was discussed. It is a private road that has been maintained by the town over the years. The consensus of the board was to have Mary consult town counsel to see if, by continued use of the public, a road can be considered public at some point in time.
- E) Keith discussed having an evaluation of highway department for budget purposes. He would like public input on the highway department's service to the town. This will be discussed again at a future meeting.

**(9) ISSUES AND INFORMATION (Mary Currier)**

- (A) The Energy Audit Reports for the Town Hall, two town garages, and North Danville School were discussed. William Fitzpatrick from Shelter Construction performed these at \$150 each with the agreement that he would provide complete reports from Efficiency Vermont. Thus far he has provided the town with one complete report of the North Danville School and has been paid \$300. He submitted reports on the Town Hall and one town garage, which needed corrections and were sent back to him. A status report will be given when more information becomes available.
- (B) An OSHA inspection was conducted on Wednesday, September 7<sup>th</sup> of the town buildings. They requested the OSHA 300 logs which will be provided to them when they return next week to review their report.
- (C) A report of summer activities by the Conservation Commission was provided which outlined the extensive work the commission has done to repair footbridges in the town forests.
- *A motion was made by Doug Pastula and seconded by Angelo Incerpi to see if a letter of appreciation was sent to the commission, and if not, send a letter on behalf of the board that Michael Walsh will sign. The motion passed all in favor by roll call.*
- (D) The concept of the town hosting a comprehensive community event calendar was discussed. There were concerns about it taking too much time. The consensus of the board was to have Mary research the means of constructing one to be published and maintained via the town's website and estimate how much time such a project might take. It was also requested that Mary check with the Chamber of Commerce to see the process for accessing their calendar of events.
- (E) Complaints of fireworks and gunshots in town were discussed. It was confirmed that one must have a permit from the fire chief before setting off fireworks anywhere in town. It was the consensus of the board to inform residents in town to call the state police to investigate any gunshots fired.

**(10) FINANCIALS** -All orders were reviewed and signed.

**(11) ADJOURNMENT**

*At 9:08 PM a motion was made by Doug Pastula and seconded by Angelo Incerpi to adjourn. All in favor. (Kellie Merrell had left the meeting at 9:06 PM.)*

Respectfully Submitted,

Mary L. Currier  
Clerk of the Board