

Town Of Danville
Approved Selectboard Minutes
January 19, 2017
Danville Town Hall (6:00 pm)

Board Members Present: Michael Walsh, Douglas Pastula, Angelo Incerpi and Ken Linsley.

Also Present: Keith Gadapee, Wendy Somers, Gary and Barb Fontaine, Ted Legendre and Bridgett Ferrin-Smith

Meeting was called to order by Chairman Michael Walsh at 6:00 pm.

1. Michael noted **additions to the agenda** from board members and the public.
2. Approval of **January 5th meeting minutes** were deferred due to lack of information on executive session. Minutes will be approved at next meeting.
3. Nancy Diefenbach introduced Bridgett Ferrin-Smith to the board. She is interested in being a member of the **Conservation committee**. Nancy also presented a budget to the board for consideration of \$1000.00. \$500.00 for invasive species and \$500.00 for maintaining trails and developing additional trails in the Rodgers Lot. MMB Doug, 2nd by Angie to appoint Bridgett for a term of 3 years to the Conservation Committee. All in favor.
4. **Highway foreman** Keith Gadapee reported the following:
 - Keith requested a signature on the **storm water permit** as the town is a co-applicant with the state for the storm water that ends up in the settlement pond across from Marty's 1st Stop.
 - Keith requested a signature for the **mileage certificate** as there were no changes to the mileage at this point but there were some changes in road surfaces from gravel to asphalt.
 - Keith explained the procedure that Doug and he used in narrowing down the field of applicants for the **open highway position**. They are ready to present an order of names to offer the position to in executive session later in the meeting.
 - Keith requested the board to consider applying for **4 highway grants** to help limit a rise in taxes for maintaining town highways and structures. Board will consider this during the budget talks later in the meeting.
1. MMB Ken, 2nd by Angie to post the **open part-time board assistant position**. Board requested that Keith and Wendy work together to generate and post an ad in the Caledonian Record. All in favor.
2. The Board discussed the printing of the **Selectboard's Report** in the Town Report. It was decided Ken would go through the 2016 minutes and highlight items. Someone else needed to put the text together.

3. Ken presented the other board members with the 2016 **health insurance policy** and noted it needed to be updated due to the change in rates. The board requested Wendy to update rates for approval.
4. Correspondence from a concerned citizen about the security of the **former school building in North Danville** was considered. The Board will request concerned citizens and representatives of the North Danville Community Club to attend a board meeting to consider this issue.
5. Ken announced he will be involved in a conference tomorrow dealing with the **waste water permit appeal**.
6. Ken presented the other board members with some board **meeting models** from VLCT. He suggested board members consider these when the board reorganization happens in March.
7. It was announced that there was a **VLCT membership meeting** coming up for anyone interested in attending. It was questioned whether we were a full member because we do not purchase insurance from them. Also there are some webinars coming up if people are interested in participating.
8. May 6, 2017 was set for the **spring bulky waste day** with hazardous waste also accepted that day until noon. 9/16/17 was set for the fall date for bulky waste only.
9. MMB Angie, 2nd by Doug to appoint an **alternate** NEK Waste district representative for Danville. Angie will approach a candidate. All in favor.
10. Keith volunteered to **check messages in the assistant's office** formerly done by Ken, until he is back in town.
11. The board requested an updated contract from the **Caledonia County Sheriff's** office in order for budget planning.
12. Ted Legendre from the **Fire Dept.** presented the requested \$28,400.00 operating budget to the board. There is no increase from last year. He also requested the board increase the annual capital equipment fund back up to \$35,000 like it was prior to the purchase of the last firetruck. The board explained that the \$15,000.00 reduction occurred when the town started the annual payments of \$70,000.00 on the new truck and it can be bumped back up when the payments are complete.
13. **Town Clerk** Wendy Somers reported the following:
 - Wendy asked for approval of liquor **licenses**. MMB Ken, 2nd by Angie to approve license for Marty's First Stop. All in favor. MMB Ken, 2nd by Angie to approve license for Barrel to Bottle. All in favor. Wendy also requested a new charge for other outside brewers for the filing of paperwork in the office for special events. MMB Ken, 2nd by Angie to charge \$10.00 per event not to exceed \$70.00 per year for such events that requires permits. All in favor.
 - Wendy presented the slate of **special appropriations** to board for consideration at Town Meeting totaling \$86,315.60. MMB Ken, 2nd by Angie to accept slate of appropriations for consideration at Town Meeting. All in favor

- Wendy requested a **handle** be installed on inside of back door to assist people in closing back door from inside. Keith will install.
 - Wendy requested work done on **front doors** possibly replacement due to the condition. Mike will look in to this.
 - Wendy feels the purchase of the **computers** in the building falls under the criteria of the endowment funds but she will check into it further.
1. Board spent time on each line item of the **budget** with discussions including Keith and Wendy.
 2. MMB Doug, 2nd by Angie to enter executive session for personnel discussions. All in favor. Entered at 8:50pm. Resumed public session at 9:21. MMB Doug, 2nd by Angie to **offer open highway position** to top candidate first and if he declines to offer in order presented by Doug and Keith. All in favor.
 3. MMB Doug, 2nd by Angie to enter executive session for personnel wage changes. All in Favor. Entered at 9:23pm. Resumed public session at 10:23pm. MMB Doug, 2nd Ken to give hourly town employees a **2.5% raise** in pay except for Keith and Wendi who are salary and for the planned raise differential within the highway department for ensuing year. All in favor.
 4. MMB Doug, 2nd by Angie to give Keith and Wendy a **3% raise** in their salary. The board felt that the salary employees are slightly behind other towns in the state of the same size justifying the differential in raises. All in favor.
 5. MMB Doug, 2nd by Angie to **accept level funded budget numbers** for highway and general funds as presented after being proof read for errors. All in favor.
 6. Board set **public budget presentation** for February 28th at 7:00pm at the Town Hall.
 7. MMB Ken, 2nd by Doug to enter executive session for a potential contract for real-estate. All in favor. Entered 10:25pm. Resumed public session at 10:35pm. MMB Doug, 2nd by Ken to allow Mike to develop a contract for purchasing a piece of real-estate. All in favor.
 8. MMB Ken, 2nd by Doug to allow Mike to sign **check orders**. All in favor.
 9. MMB Ken, 2nd by Doug to **adjourn**. All in favor. 10:38pm.

Minutes taken by Keith Gadapee submitted 1/23/16 at 11:00am

Keith E. Gadapee

Approved by the Selectboard at their regular meeting of February 2, 2017