

Town of Danville  
Selectboard Minutes

March 16, 2017

Danville Town Hall (6:00 pm)

**Board Members Present:** Douglas Pastula, Angelo Incerpi, Kellie Merrell, Eric Bach and Ken Linsley.

**Also Present:** Keith Gadapee, Wendy Somers, Gary and Barb Fontaine, Lisa MacDowell and Jeff Frampton

**Meeting was called to order** by Vice Chairman Douglas Pastula at 6:01 pm.

1. **Board reorganized:** MMB Ken, 2<sup>nd</sup> by Kellie to have Doug be the chair of the board. All in favor. MMB Doug, 2<sup>nd</sup> by Kellie to have Ken be vice chair of the board. All in favor.
2. Doug noted **additions to the agenda** from board members and the public.
3. MMB Angie, 2<sup>nd</sup> by Eric to approve the **appointments of the various Town positions** listed on an attachment to the minutes. All in favor.
4. MMB Angie, 2<sup>nd</sup> by Ken to approve the **March 2, 2017 meeting minutes** with one spelling correction. All in favor.
5. **Town Clerk** Wendy Somers reported the following:
  - **Board opened bids for financing** the property next to the Town Hall approved to purchase at Town meeting: Passumpsic Savings Bank bid 2.15%, Union Bank bid 2.15%. MMB Doug, 2<sup>nd</sup> by Angie to allow Wendy to weigh in heavily on the decision of which institution she prefers to work with. All in favor. After some further discussion between Wendy and the Board, MMB Angie, 2<sup>nd</sup> by Ken to go with Passumpsic Savings Bank for the financing of said property. All in favor.
  - **Liquor license request** from Steve Cobb. MMB Ken, 2<sup>nd</sup> by Angie to approve license request. All in favor
  - Wendy **requested the board sign** line of credit paperwork approved at last meeting.
  - The board opened **bids for an independent audit** for the Town's 2016 financials: Sullivan Powers Co. bid \$10,900 for 2016 and add \$200 to that each year for the next 2 years. Batchelder and Associates bid \$10,500 for 2016 and add \$250 to that each year for the next 2 years. Piesch bid \$14,800 for 2016. The board asked Wendy to go over each company's proposal and check references and will award bid next meeting.
  - MMB Ken, 2<sup>nd</sup> by Angie to allow Doug to sign the **settlement statement** for the property next door to the west of the Town Hall which includes title insurance. All in favor.
6. **Highway** Foreman Keith Gadapee reported the following:
  - Keith requested board to sign **Better Roads Grant application** for a project on Hawkins Road. MMB Ken, 2<sup>nd</sup> by Angie to have Doug sign. All in favor
  - Keith requested board to consider a **Road Cut Permit** submitted on Red Barn Road. He conveyed conversations he had with a resident on that road with the board. MMB Ken, 2<sup>nd</sup> by Eric to approve Road Cut Permit. All in favor.

- Keith requested the board to consider a **Curb Cut permit** also on Red Barn Road. MMB Ken, 2<sup>nd</sup> by Eric to approve Curb Cut Permit. All in favor.
- 7. Ken included correspondence on an **ADA questionnaire** in the board's packet from NVDA. Eric volunteered to research this,
- 8. A “**Right Turn Only**” sign was discussed for the end of Brainerd Street. Some residents pointed out some concern of the dangers when going left. After discussion, no action was taken.
- 9. The board is going to consider some **rules and procedures for board meetings** that were handed out prior to Town Meeting.
- 10. Ken reported that the Town was **denied grant funds to refurbish the Rail Road Station**. There is another grant available called Northern Borders that Kellie volunteered to research,
- 11. Ken received 4 new volunteers to **monitor the wood dump** during this summer.
- 12. MMB Angie, 2<sup>nd</sup> by Ken to fund 2 tuitions to a **select board training session** held this spring. All in favor.
- 13. Kellie got 60 responses to **recycling survey** that Mary had prepared for Town meeting day. She felt that this was too few so she volunteered to set up the survey on the Town's website.
- 14. **Town Plan revision discussion** was set up for next meeting.
- 15. Kellie requested that the board set **goals to aim for the ensuing year**. After discussion, no action was taken.
- 16. Ken will draft a response to a town voter who asked why the **budgets are not discussed** at Town Meeting any more since Australian balloting began.
- 17. An **animal control officer application** was read. Wendy will check references and the candidate will be invited to the next meeting.
- 18. Ken volunteered to draft a **mowing bid request** for review at next meeting.
- 19. Ken included a **clean water publication** in the board's packet for review.
- 20. **Financials** were signed.
- 21. MMB Ken, 2<sup>nd</sup> by Angie to enter **executive session to review applications for the open assistant's position**. All in favor. Entered at 8:31pm. Re-entered public session at 8:50. Interviews were set for March 22 & 23, 5:00pm to 8:00pm.
- 22. MMB Ken, 2<sup>nd</sup> by Angie to enter **executive session for a legal matter**. All in favor. Entered at 8:50pm. Re-entered public session at 8:57. No action taken
- 23. MMB Ken, 2<sup>nd</sup> by Angie to adjourn. All in favor. **Adjourned** at 8:58pm.

Minutes taken by Keith Gadapee submitted 3/20/17 at 3:00pm