

Town of Danville
Selectboard Minutes
September 7, 2017
Danville Town Hall (6:00 pm)

Board Members Present: Doug Pastula, Ken Linsley, Angelo Incerpi, Kellie Merrell and Eric Bach

Also Present: Wendy Somers, Keith Gadapee, Glenn Herrin, Lisa MacDowell, Nancy Diefenbach, Ted Chase, Jamie Stewart, Julie Grenier, Jeff Frampton, Bebo Webster and Bradley Smith

Meeting was called to order by Chairman Doug Pastula at 6:00 pm.

1. Doug Pastula noted **additions to the agenda** from board members and the public.
 - o None requested
2. *Motion by Ken Linsley, 2nd by Angelo Incerpi to approve minutes of the Regular meeting of August 17, 2017 with one change to page 3, 5th paragraph, delete word "come". All in favor.*
3. **Visitors**

Nancy Diefenbach – Conservation Commission New Member, Julie Grenier – Nancy Diefenbach introduced Julie Grenier to the Selectboard. Julie Grenier signed up for the Conservation Commission as a volunteer at Town Meeting. She has been serving as a volunteer since Town Meeting and the Conservation Commission would now like to have her appointed as a member of the Conservation Commission with a term expiring in 2019.

Motion by Angelo Incerpi, 2nd by Eric Bach to appoint Julie Grenier as a member of the Conservation Commission for a two year term to expire in 2019. All in favor.

Conservation Commission update:

- o Pines have to be taken down in the Town Forest due to crowding. The price for pine is low but discussion will continue.
- o Phragmites in Pumpkin Hill are growing again. A different herbicide will be used to treat.
- o The Vermont Conservation Commission Association is holding the Conservation of the Future convention on September 23rd and a couple Conservation members will attend.
- o Conservation Commission is working on a Forest Pest preparedness Plan.

Bradley Smith – Eagle Scout – project has been finished. He needs Selectboard to sign his paperwork indicating that the project is complete.

Motion by Ken Linsley, 2nd by Angelo Incerpi to authorize Doug Pastula to sign the paperwork of completion for Bradley Smith's project. All in favor.

4. **Town Clerk** Wendy Somers reported the following:

- Two Special Events Permits need Selectboard approval: Eden Ice Cider Company, Inc. DBA Eden Specialty Ciders and Caledonia Spirits.

Motion by Ken Linsley, 2nd by Angelo Incerpi to approve the application for Eden Ice Cider Company, Inc. DBA Eden Specialty Ciders. All in favor.

Motion by Ken Linsley, 2nd by Angelo Incerpi to approve the application for Caledonia Sprirts. All in favor.

- Five individual's Certificate of Compliance for Curb Cuts need Selectboard signature. Keith Gadapee, Highway Foreman has already reviewed and signed.
 - Janice Currier Estate on Currier Road
 - Robert Mago/Margaret Keefe on Morrill Road
 - Elisabeth Dorries on Calkins Camp Road
 - Doris Randall on Bruce Badger Memorial Highway
 - John Myrick and Tari Botto on Partridge Lane

Selectboard signed the Certificate of Compliance for Curb Cuts for the five individuals.

5. Highway Foreman Keith Gadapee reported the following:

- Final signature requirement on the end paperwork for the grant for the bridge project completion is needed by the Selectboard. The project titled as TH78 Culvert Replacement has been completed and a final signature from the Selectboard is required on the paperwork. The grant for this project came from the Better Roads Grant Program.

Motion by Ken Linsley, 2nd by Eric Bach to authorize Doug Pastula to sign the completion paperwork on the Better Roads Grant. All in favor.

- Change in the Highway Work Manual. Addition of the following section:

7c. Fire Department Leave

Any employee of the Highway Department that is a member of the Fire Department can respond to a fire call during work hours with permission from the road foreman or the person in charge at the time of the call. If permission is granted, leave time must be used if available (comp., vacation, personal). If there is no leave time available, the employee will not be paid during the time away from work. If the fire call happens prior to working hours and the time is expected to extend into the work day, the road foreman must be notified prior to the tardiness. A fire call is not an excused absence from a call in.

Motion by Angelo Incerpi, 2nd by Ken Linsley to accept Keith Gadapee's recommendation. All in favor.

Eric Bach noted he would like to leave the Town with flexibility to change this section if needed.

Keith Gadapee noted there was flexibility. Currently the department only has one person whom this applies to but previously they had more.

6. Issues and Information (All)

- (a) North Shore Road – TH#106** – Keith Gadapee noted the Selectboard needed to decide if changing the classification of North Shore Road was for public good by having a site visit and a public hearing. It was a recommendation of VLCT to have town counsel involved with this process. He researched the ROW (right of way) which was approved previously back in the 2003 to the tracks but the work was never done. The road has been confirmed as a three rod road (49.5 ft.).

Ted Chase noted the road previously was not done because there was confusion over permission being needed by landowners.

Doug Pastula shared his feelings regarding public good noting at first he thought it was a good thing but now he does not see it that way. He had wondered if a provision for parking could be provided near the pavilion and tennis court area for trail head parking whereas then that could possibly justify a public good.

Ted Chase noted the tennis courts were open to the public year round.

Eric Bach wondered what the cost to the Town would be.

Keith Gadapee noted he did a rough breakdown of cost which involved dollar per mile, feet and money raised from taxes. The estimated breakdown of \$1.79 a foot for an approximate \$1,400 of additional cost for maintenance.

Doug Pastula discussed time and labor associated with the road.

Ted Chase discussed coordination with Keith Gadapee in regards to snow removal. If the residents cleared the road then the road crew would not need to make a needless trip and he would contact with Keith.

Doug Pastula noted the road may be viable to provide service to the area.

Keith Gadapee suggested to set a hearing date for public information of public good then the Selectboard would have 60 days following that date to make a decision.

Angelo Incerpi discussed parking which would be a public benefit.

Eric Bach inquired how many people lived in that area.

Ted Chase noted there was 40 houses, 6 full time residents, and 15 winterized homes.

Doug Pastula noted there were similar places that may need to be considered in the future.

Ken Linsley suggested the Selectboard have a site visit.

Doug Pastula suggested the site visit be open to the public to hear what residents have to say.

Bebo Webster discussed Walden Hill and Sugar Ridge having been previously upgraded, no houses in the area and noted there would be no cost to the town but the camps on North Shore Road do bring in money to the town.

Angelo Incerpi noted accepting the road would have to be a benefit to the general public.

Jeff Frampton noted dedicated parking and tennis courts open to the public would create recreational access.

Angelo Incerpi thought a site visit would be good.

Ken Linsley suggested having a site visit at 5:15 prior to a Selectboard meeting and opening it to the public to gather information to assess the public good.

Motion by Ken Linsley, 2nd by Angelo Incerpi to schedule a site visit prior to the next Selectboard meeting (September 21, 2017) at 5:15 pm. All in favor.

- (b) Town Hall repairs** – Ken Linsley – A list of maintenance items was presented to the Selectboard (see attached). Discussion ensued regarding using Marion's Sevigny's money to complete the necessary repairs along with creating an RFP (Request for Proposal) for the exterior items and posting in the newspaper. The Selectboard members suggested prioritizing the list, breaking up the items into two sections and completing the outside exterior items first.

Motion by Doug Pastula, 2nd by Eric Bach to authorize Ken Linsley and Audrey DeProspero to work together on the creation of an ad for posting in the newspaper. All in favor.

- (c) Rock Farmer Records** – Eric Bach – all references have been received and are acceptable.

Audrey DeProspero noted the certificate of liability naming the Town of Danville as additional insured has been received and the rental application, security deposit and rental payment is forthcoming.

- (d) **60 Route 2 W** – Audrey DeProspero – Clay Point is scheduled for Wednesday, September 13 in the morning to perform a comprehensive asbestos inspection and an inspection for Universal/Household Hazardous Waste materials of the building located at 60 Route 2 W next door to Town Hall to determine if there is hazardous materials.
- (e) **Elevator Paperwork –signatures** – Audrey DeProspero – The current agreement with Vermont Elevator Inspection Services has expired as of May 15, 2017 however they are offering the Town of Danville the opportunity to extend the current agreement for an additional two years which would expire on May 15, 2019. Basically the contract is for budgeting purposes so the Town knows how much the annual inspection fee will be. It's a friendly mutual agreement which will let Vermont Elevator know to automatically schedule the annual inspection and the Town will know that the price is \$150.00. Mike Walsh signed the last agreement in 2014 which was for three years, the current one is for two years.

Motion by Angelo Incerpi, 2nd by Eric Bach to authorize Doug Pastula to sign the two year agreement with Vermont Elevator Inspection Services. All in favor.

- (f) **Animal Control Ordinance** – Audrey DeProspero – On July 6th the Selectboard adopted amendments to the existing Animal Control Ordinance with changes to Section 6 (E), Section 7(A) and Section 8(A). The information was posted in the Caledonian Record and around Town and no petitions were filed within the 44 days following the date of adoption. As there was no petition the amended ordinance would then become effective 60 days after adoption which was September 4. The final step for completion of the adopted amendments of the Animal Control Ordinance is that it requires the signatures of the Selectboard to complete the adoption.

Selectboard signed the Animal Control Ordinance.

- (g) **Seat limitations of conference rooms** – Audrey DeProspero – Assistant State Fire Marshall Patrick McLaughlin came to Danville Town Hall on August 30, 2017 to do a site visit for occupancy calculations of the two meeting rooms in Town Hall. The first floor meeting room has been determined to hold 52 persons and the second floor assembly space has been determined to hold 113 persons. Occupancy posting certificates have been received and posted in the appropriate areas.
- (h) **Farmers Market** – Audrey DeProspero reported to the Selectboard that Ken Munding has requested to set up a small sign in the park to let everyone know the change in hours for the Farmer's Market which starts this month (September) and are now 2pm until 6pm. The Selectboard has already approved the time change request at their July 20th Selectboard meeting.

7. **Financials: Orders to review and sign** - Financials signed.

8. **Adjourn** - *Motion by Angelo Incerpi, 2nd by Ken Linsley to adjourn at 7:15 pm. All in favor.*

Minutes taken by Audrey DeProspero submitted September 8, 2017 at 1:35 pm.

Danville Town Hall Maintenance Items:

- 1) Rotting clapboards need replaced
- 2) Window screens need repaired/replaced and windows washed - annual
- 3) Leaking roof needs repair
- 4) Annual maintenance plan needs to be established for the heating system
- 5) Window behind Diane's desk will not stay up.
- 6) Painting – inside the building. Patch and fill any holes prior to painting.
- 7) Front door – Does not lock properly
- 8) Carpet – Clean or replace
- 9) Develop maintenance plan for the elevator including regular and frequent operation

Danville Green Bandstand Maintenance Items:

- 1) Mold/Mildew on ceiling – 3 places
- 2) Refinish teak floor, walkway and stairs
- 3) Reset can lights on bandstand