

Town of Danville  
Selectboard Minutes  
January 18, 2018  
Danville Town Hall (6:00 pm)

**Board Members Present:** Doug Pastula, Ken Linsley, and Eric Bach

**Board Member Absent:** Kellie Merrell

**Also Present:** Keith Gadapee, Wendy Somers, Audrey DeProspero, Walter McNeil, Ed Hebebrard, Ted Chase, David Hare, Ted Legendre, Gary Fontaine, Kristen Franson, and Clayton Cargill

1. **Meeting was called to order** by Chairman Doug Pastula at 6:00 pm.
2. Doug Pastula noted **additions to the agenda** from board members and the public.
  - o North Danville Community Center
  - o Mike Walsh – FD budget
  - o Notice of vacancy
  - o Letter of interest for both DRB and PC
  - o Page in Town Report for review
  - o Walter McNeil - NEKWMD
  - o Hazardous Waste Collection Days
3. *Motion by Ken Linsley, 2<sup>nd</sup> by Eric Bach to approve **minutes of Regular meeting** dated **January 4, 2017** with corrections: page 2, 4<sup>th</sup> paragraph – delete ‘and a VASA trail’; paragraph 8 – delete ‘no allocation to put money back into Capitol Fund from last year’ and correct spelling of Linsley on pages 3 and 4. Vote 3-0-0. All in favor.*

4. **Visitors**

- **Walter McNeil, NEKWMD Representative** – Update from NEKWMD (Northeast Kingdom Waste Management District) meeting – No quorum, so it was an unofficial meeting. The state has passed a law that all households and industrial locations will have to start recycling food scraps by 2020.

Ken Linsley noted the Town has two independent food scrap collections currently: one at the school and one at Marty’s.

- **Dave Hare** – Town Calendar Use – Request to have Danville nonprofit events listed on the Town calendar so there will be no conflicts of meetings or overlapping of day’s events. Suggestion was to link the Town calendar to the Chamber’s calendar.

Selectboard’s concern was towards persons submitting information being incorrect and then the incorrect information being published and residents getting upset with the Town. Suggestion for publications is to have only the event name, time, date and location listed.

David Hare suggested having a list of persons from the nonprofits who would be submitting the information and taking the information only from them.

Selectboard requested Audrey DeProspero to look into the capability of the Town calendar and bring information back to the Selectboard.

- **Ted Legendre and Mike Walsh** – Danville Fire Department Budget – Ted Legendre discussed the DVFD (Danville Volunteer Fire Department) Budget noting there was an increase from last year in Dispatching and Truck Maintenance lines.

Doug Pastula thanked the DVFD and noted he appreciated all that they do.

Ken Linsley noted he was fully supportive of the budget number.

- **Levi Blagg** – Water Andric – No discussion, Levi not present.

5. **Town Clerk** (Wendy Somers)

- Liquor license – Marty's 1<sup>st</sup> Stop

*Motion by Ken Linsley, 2<sup>nd</sup> by Eric Bach to approve the Liquor License for Marty's 1<sup>st</sup> Stop. Vote 3-0-0. All in favor.*

- Approval for appropriation list for Town Meeting - same as last year, no changes.

The following list is the submitted appropriations approved for Town Meeting:

Area Agency on Aging	\$1,700.00
Caledonia Home Health	\$2,600.00
Catamount Arts	\$500.00
Danville Rescue Squad	\$38,913.60
Danville Sr Action Center	\$5,000.00
Fairbanks Museum & Planetarium	\$2,196.00
NE Kingdon Human Services	\$2,306.00
NE Kingdom Youth Services	\$750.00
NE Kingdom Animal Shelter	\$500.00
Pope Memorial Library	\$28,000.00
Rural Comm Transportation	\$1,400.00
Umbrella	\$1,200.00
W Danville Comm Club	\$1,000.00
Comm Restorative Justice	<u>\$250.00</u>
Total Appropriations	\$86,315.60

- Tom Ziobrowski spoke to Wendy about comingling appropriation items or leaving them separate.

Selectboard chose to list appropriations separately and leave it up to the residents regarding voting on them together.

6. **Highway Foreman** (Keith Gadapee) – items of discussion are listed under Issues and Information.

7. **Issues and Information** (All)

- (a) **Designation Policy to Address Roads** – Ken Linsley – discussion postponed.

- (b) **2018 Budget discussion** – Selectboard reviewed 2018 Danville Highway Fund Budget and 2018 Danville General Fund Budget.

*Motion by Ken Linsley, 2<sup>nd</sup> by Eric Bach to increase hourly workers standard rate of pay to \$17.78 and to increase the Road Foreman pay 2.5%. Vote 3-0-0. All in favor.*

*Motion by Ken Linsley, 2<sup>nd</sup> by Eric Bach to approve 2018 Highway Budget Fund expenses in the amount of \$1,701,402. Vote 3-0-0. All in favor.*

*Motion by Eric Bach, 2<sup>nd</sup> by Ken Linsley to give 2.5% above base rate for Town Hall employees covered under the Town's General Fund. Vote 3-0-0. All in favor.*

*Motion by Eric Bach, 2<sup>nd</sup> by Ken Linsley to approve 2018 Danville General Fund expenditures in the amount of \$556,892. Vote 3-0-0. All in favor.*

- (c) **Selectboard Town Report Review/Discussion** – Selectboard to review and send edit suggestions to Audrey DeProspero.

- (d) **60 Route 2 W update** – Audrey DeProspero – discussion postponed.

- (e) **Town Forest – Matt Langlais response letter** – Timber marking and cutting. *Motion by Ken Linsley, 2<sup>nd</sup> by Eric Bach to approve the letter to the County Forester Matt Langlais written on behalf of the Selectboard and signed by Audrey DeProspero. Vote 3-0-0. All in favor.*

- (f) **Town Hall Chairs** – Audrey DeProspero – A second floor room of the town hall contains 99 chairs which are metal and plastic and were used prior to the purchase of the cloth cushion chairs. The previous chairs are no longer being used at Town Hall and the Fire Department is interested in them.

*Motion by Ken Linsley, 2<sup>nd</sup> by Eric Bach to approve donating the 99 chairs that are not being used to the Fire Department. Vote 3-0-0. All in favor.*

- (g) **Dunbar Dog - Certified Letter** – update - Audrey DeProspero – The certified return receipt for the letter sent to the Dunbars on behalf of the Selectboard has not been returned. Conversation with Animal Control Officer Candace Dane, in regards to the letter, has indicated that too much time has passed with regards to the dog running at large and she will not be able to do anything at the present time as she has not heard any complaints in January. In regards to the licensing of both Dunbar dogs, we are now in 2018 and residents have until April to register their dogs. Contact has been made with Deputy Gagnon of the Sheriff's Department about this issues and copies of the letters sent on behalf of the Selectboard to the Dunbars have been given to him. Deputy Gagnon has indicated that he is willing to have a conversation with the Dunbars in regards to the Danville Animal Control Ordinance. Deputy Gagnon will report back once he has made contact with the Dunbars.
- (h) **Snow Machine Ordinance** – Audrey DeProspero – Ordinance was given to the snowmobile club for review and they have accepted it. The Selectboard will need to sign the ordinance to make it official and then it will be posted in five public places and in the newspaper, If no petition is received within 44 days (3/3/18), the ordinance will become effective 60 days after adoption (3/19/18). If a petition is received then a special meeting will be required.

Ken Linsley noted there were no changes to the snowmobile portion of the current ordinance, the snowmobile wording was extracted from the prior one and made current.

*Motion by Eric Bach, 2<sup>nd</sup> by Ken Linsley to accept the ordinance and post. Vote 3-0-0. All in favor.*

- (i) **Recycling discussion** – Eric Bach – Meetings have been set up for January 23, February 8 and 20<sup>th</sup> for discussion of the recycle center in connection with the rail trail and meetings will be broken down into groups to research and collect information for the best options for the recycle center and the railroad station. Committee would be doing homework on behalf of Selectboard and transfer info to new Selectboard.

Audrey DeProspero has received information from Denise King of Casella regarding recycling/trash and Selectboard has requested information be emailed to them for review.

- (j) **Windswept Properties Storm Water Permit Transfer** – Keith Gadapee – Keith has been researching taking over the storm water infrastructure for Windswept properties. There is an infrastructure that controls storm water from the roadway for the impervious roads. Steve Larrabee would like to transfer the storm water permit for Windswept properties to the Town of Danville. As the lots are developed, each lot will require their own plan for storm water for that specific lot and will need their own permit from the state. Keith discussed conversations with storm water contacts from the state and Steve Larrabee. All are looking into information regarding homeowner associations, being co-owners with an HOA, and the responsibilities of each and ownership. He discussed fees, annual reports, taking over the storm water infrastructure for just the road and not each lots and the need to look further into this situation.
- (k) **Back stairs snow removal** – Audrey DeProspero – The stairs are not in current use but are a source for a second means of egress from the second floor if an emergency occurs. Currently Marty Beattie clears the snow from the parking lot alongside Town Hall however it is not his responsibility to keep the stairs free of snow. The snow from the roof is the root cause as it falls and places a large amount in front of the stairs.

Keith Gadapee noted that he was willing to clear the snow however the Town does not own the land in front of the stairs.

Selectboard discussed ownership of area and suggested having a maintenance easement for the stairs. Suggestion was for Audrey DeProspero to contact Marty Beattie to discuss.

- (l) **Town Hall Roof Discussion** – Audrey DeProspero – A roofing contractor was contacted last Friday to view a leak at Town Hall. The contractor would like to come back in good weather to get a better view of the outside of the roof and to measure and determine how much work is really needed. This information would enable him to be able to give the Town a quote for cost of fixing the leak.

Selectboard inquired if there was a charge for the quote.

Audrey DeProspero to get in touch with contractor to inquire if there is a cost for the quote.

- (m) **February 1 Joint Meeting** – Audrey DeProspero – Discussion regarding agenda items.

Ken Linsley would like to see an agenda item regarding general plan for short and long term, what the committees are looking at and how the Selectboard can support them.

- (n) **Letter: North Danville Community Center** – Audrey DeProspero – Town's insurance agent, Sawyer Agency has been contacted. They will speak to the insurance carrier regarding current insurance and liability and review contract to see if there is a liability there.
- (o) **Letter of Interest** – Audrey DeProspero – Henry Pearl has submitted a letter of interest to fill a vacant seat on both the Planning Commission and Development Review Board.

Ken Linsley suggested inviting him to the Joint Meeting scheduled for February 1<sup>st</sup>.

Doug Pastula suggested sending him a thank you note.

- (p) **Notice of Vacancy** – Audrey DeProspero – With the passing of Angelo Incerpi, a notice of vacancy should have been posted but was not. A form for the vacancy requires signature by Selectboard Chair.

*Motion by Ken Linsley, 2<sup>nd</sup> by Eric Bach to okay the signing of the vacancy form and to post. Vote 3-0-0. All in favor.*

- (q) **Page in Town Report for Review** – Audrey DeProspero – Sharon Daniell submitted the Danville Information page from the Town Report book and sought corrections, additions and/or suggestions from the Selectboard. Dates for the Danville Fair were updated (Friday and Saturday, August 10 and 11) and one phone number corrected (Health Officer 473-2284).
- (r) **Hazardous Waste Collection Days** – Audrey DeProspero – Dates have been scheduled by Northeast Kingdom Waste Management District for May 5<sup>th</sup> at the Stump Dump from 8-12 for hazardous waste collection and from 8-3 a truck will be there to collect for bulky waste to take electronics, tires, Freon units and motor oil. The second date for bulky waste collection is scheduled for September 15<sup>th</sup> from 8-3

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

9. **Adjourn** - *Motion by Eric Bach, 2<sup>nd</sup> by Ken Linsley to adjourn at 9:20 p.m. All in favor.*