

Town of Danville  
Selectboard Minutes  
February 1, 2018  
Danville Town Hall (6:00 pm)

**Board Members Present:** Doug Pastula (arrived 6:58 pm), Ken Linsley, Kellie Merrell, and Eric Bach

**Also Present:** Keith Gadapee, Wendy Somers, Audrey DeProspero, Dave Houston, Gary Fontaine, Michael Smith, Ted Chase, John McClung, Kate Whitehead, Evangelyn Morse, Jenni Lavoie, Rob Balivet, Linda Leone, Tom Forster, Deb Yonker, Vince Foy, Henry Pearl, Jeff Paquet, Rich Diefenbach, Nancy Diefenbach, Glenn Herrin, David Hare, Deb Marrier, Liz Sargent, Jenny Rafuse, Judy Parker, Joan Legendre and Bridget Ferrin-Smith

1. **Joint Committee Meeting of the Conservation Commission, Development Review Board and Planning Commission was called to order** by Vice Chair Ken Linsley at 6:00 pm.

The joint meeting was an information session and discussion with the Planning Commission, Conservation Commission and Development Review Board to learn what each board was doing, where they are going and what they would like to see from the other boards along with the Selectboard.

The Conservation Commission first introduced themselves. They discussed the Emerald Ash Borer (EAB) Preparedness Plan, bringing back the Danville Tree Ordinance and also re-establishing a Tree Warden. The Conservation Commission would like to see the Selectboard support the appointment of a Tree Warden, to take a new look at the Danville Tree Ordinance and adopt the EAB Preparedness Plan.

The Development Review Board introduced themselves. They review permits that cannot be approved by the Zoning Administrator and hear Appeals on the Zoning Administrator's decisions. They also do site plan reviews against zoning bylaws. All zoning permits become part of the Town's permanent records. They do occasional training and invite other groups to their training. They would like to work with the Planning Commission and Selectboard on suggestions to the Zoning Bylaws such as addition of Waivers to reduce reliance on Variances, replace the current Design Control areas with Village designations as was done with Danville Village in the 2009 bylaws. Current Design Control areas to be reviewed are West Danville, North Danville, Harvey's Hollow and Greenbank's Hollow. They would like to address Joe's Pond lot size and setback requirements. They would like to post their activity summaries to the website to provide a quick at a glance status of current actions and decisions.

The Planning Commission introduced themselves. The Planning Commission works on the Town Plan and Zoning Bylaws. The DRB identifies issues and brings the information to them and they then bring the information to the Selectboard to seek guidance, and then complete the planning task. The Planning Commission submitted a Better Connections Grant in 2018. They have finished the Town Plan however, new wording is required under Renewable Energy. They have worked on Zoning Bylaw updates. They seek approval of two appointees from the Selectboard. Henry Pearl and Jenni Lavoie introduced themselves.

Selectboard thanked all the volunteers for their time and hours of service.

Joint Committee meeting was concluded at 7 pm and the Selectboard continued with their regular meeting.

2. Doug Pastula noted **additions to the agenda** from board members and the public.
- Appoint new members to PC and DRB (Henry Pearl and Jenni Lavoie)
  - Liz Sargent – North Danville Community Center
  - David Hare – Town Calendar
3. *Motion by Ken Linsley, 2<sup>nd</sup> by Eric Bach to approve **minutes of Regular meeting dated January 18, 2017** with correction to page 3, paragraph 7 (i) replace last sentence with 'Committee would be doing homework on behalf of Selectboard and transfer information to new Selectboard'. Vote 3-0-1 (Kellie Merrell abstained) All in favor.*

*Motion by Eric Bach, 2<sup>nd</sup> by Kellie Merrell to appoint Jenni Lavoie to Planning Commission to fill vacancy for one year term (2019). Vote 3-0-0. All in favor.*

*Motion by Eric Bach, 2<sup>nd</sup> by Kellie Merrell to appoint Henry Pearl for Planning Commission to fill vacancy for three year term (2021). Vote 3-0-0. All in favor.*

*Motion by Ken Linsley, 2<sup>nd</sup> by Eric Bach to appoint Henry Pearl to the DRB (Development Review Board) to fill the vacancy for one year term (2019). Vote 3-0-0. All in favor.*

4. **Visitors**

- **Dave Hare** – Town Calendar – (e) has been collecting information on Danville nonprofit organizations and will forward via email.

Audrey DeProspero noted that it is possible to have multiple events on one day. The web calendar can also be viewed in multiple ways. The calendar can be viewed in a listing format, by using the dropdown button on the right above the calendar. The boxes of the calendar unfortunately cannot be made bigger.

- **Liz Sargent** – North Danville Community Center – (k) has a list of questions she would like to have looked into by the Town’s insurance carrier.

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

- Liquor license for From Barrel to Bottle.

*Motion by Ken Linsley, 2<sup>nd</sup> by Kellie Merrell to approve liquor license for From Barrel to Bottle. Vote 3-0-1. (Doug Pastula abstained) All in favor*

- Budget recap discussion.

6. **Highway Foreman (Keith Gadapee)**

- A resident inquired if the Highway Department would be willing to sand Class 4 roads, under extreme conditions, that are maintained all winter by residents. His decision was to continue to follow past practices.
- Bid openings for Joe’s Brook will come before the Selectboard on February 15<sup>th</sup>.
- Mileage Changes for the Town need Selectboard approval.

*Motion by Ken Linsley, 2<sup>nd</sup> by Eric Bach to approve Certificate of Highway Mileage. Vote 3-0-1. (Doug Pastula abstained) All in favor.*

*Motion by Eric Bach, 2<sup>nd</sup> by Ken Linsley to approve Certificate of Completion and Opening of a Highway for Public Travel for what is being called Church Street. Vote 3-0-1. (Doug Pastula abstained) All in favor.*

*Motion by Eric Bach, 2<sup>nd</sup> by Ken Linsley to approve Certificate of Completion and Opening of a Highway for Public Travel for Upper Drive (Windswept Properties). Vote 3-0-1. (Doug Pastula abstained) All in favor.*

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

(a) **2018 Budget – Wage Increase wording correction**

*Motion by Ken Linsley, 2<sup>nd</sup> by Eric Bach to approve wage increases granted to Town employees to be retroactive to January 1, 2018. Vote 3-0-1 (Doug Pastula abstained) All in favor*

*Motion by Ken Linsley, 2<sup>nd</sup> by Kellie Merrell to approve the printed Warning of the Annual Meeting of the Town of Danville to be held on March 6, 2018. General Fund \$556,892. Highway Fund \$1,701,402 Vote 3-0-1 (Doug Pastula abstained) All in favor*

On February 26<sup>th</sup> at 7pm at the Town Hall, budgets for both the Town and the School will be reviewed. On March 5<sup>th</sup> at 7pm at the North Danville Community Center the budgets will be reviewed and residents will get to meet the office candidates.

*Motion by Ken Linsley, 2<sup>nd</sup> by Eric Bach to warn the informational Hearing/Joint Meeting on February 26<sup>th</sup> at 7pm at the Town Hall and March 5<sup>th</sup> at 7pm at the North Danville Community Center. Vote 3-0-1 (Doug Pastula abstained) All in favor*

- (b) **Designation Policy to Address Roads** – Ken Linsley – will have information at the next meeting.

(c) **Sheriff contract - signatures**

*Motion by Ken Linsley, 2<sup>nd</sup> by Kellie Merrell to approve Sheriff Contract pending budget approval so as not to incur expenses till March. Vote 3-0-1 (Doug Pastula abstained)*

- (d) **60 Route 2 W update** – Audrey DeProspero – Meeting with asbestos contractors and getting bids for removal and testing.
- (e) **Town Calendar** – See Visitors: Dave Hare
- (f) **Dunbar Dog update** – Audrey DeProspero – Deputy went to visit the Dunbars and they have now registered one dog as the other one is deceased.
- (g) **Recycling discussion** – Kellie Merrell – Meeting held on January 23. She will forward all collected information to the Selectboard. Participants who attended are gathering information for options for recycling in town and the best use for the Railroad Station. The next meeting is Thursday, February 8<sup>th</sup>. The gathering of information is for a proposal for the new Selectboard when they come on board.

Information collected from Denise King of Casella will be given to the members who are collecting information for the Railroad Station and recycling.

- (h) **Windswept Properties Storm Water Permit Transfer** – Keith Gadapee – Researching information pertaining to being co-permittee with and HOA (Homeowners Association). He has talked to Steve Larrabee and Chris Gianfagna from the State.

Kellie Merrell noted she also spoke to Chris Gianfagna (Chip) from the State. The conclusion was for the developer to pay the fees and when lots are sold, he then transfers the responsibility to the HOA. She was okay with the Town having liability associated with the permit specific to the Town's agreement to take on the road, not the stormwater from the impervious surface created by the homeowner.

Eric Bach inquired about the 2018 Municipal General Roads Permit.

Keith Gadapee noted the Town is responsible for all stormwater on Town roads. He noted he would go back to Chip and ask more questions that he has gathered from the Selectboard's discussion.

- (i) **Town Hall back stairs update** – Audrey DeProspero has researched the property deeds and has been in contact with Marty Beattie regarding the property line location. Marty is currently out of town however upon his return he and she will meet to review the deeds and further discuss a maintenance easement.
- (j) **Town Hall Roof update** – Audrey DeProspero – The contractor who viewed the roof on January 12 due to small leak at Town Hall has indicated that there is no cost for his quote and he will be submitting a quote for repairing the roof.
- (k) **North Danville Community Center update** – Discussed under Visitors – Liz Sargent.

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 9:09 p.m. All in favor.*