

Town of Danville
Selectboard Minutes
February 15, 2018
Danville Town Hall (6:00 pm)

Board Members Present: Doug Pastula (absent), Ken Linsley, Kellie Merrell, and Eric Bach

Also Present: Keith Gadapee, Wendy Somers, Audrey DeProspero, Walter McNeil, Dave Houston, Gary Fontaine and Ted Chase

1. **Meeting was called to order** by Vice Chair Ken Linsley at 6:00 pm.
2. Ken Linsley asked if there were **additions to the agenda** from board members and the public.
 - o No additions required
3. *Motion by Kellie Merrell, 2nd by Eric Bach to approve **minutes of meeting dated February 1, 2017** with correction to page 2, section 6, first line, last word – correct spelling ‘nder’ to ‘under’. Vote 3-0-0. All in favor.*

4. **Visitors**

- **Dave Houston** – Mowing Greenbanks Hollow – Selectboard was requested to consider an inclusion of Greenbanks Hollow to the future mowing bid. Previously the Correctional Institute mowed the area however due to state budget cuts, this area can no longer be done by the state. The cost for the last four years was approximately \$550 yearly, which was covered by fundraising events. Dave spoke of the newly installed sign-in box at Greenbank’s Hollow which was installed on April 28 2017. The log book was retrieved on November 10th, 2017 and a calculations of the signatures was done. There was a total of 355 visitors who signed the log book.

Selectboard to take the mowing request under consideration subject to it being Town property.

- **Walter McNeil** – NEKWMD update – 33 towns attended the meeting. Annual Report for year ending 2017 was given to Selectboard. Information on this report can be found on town’s web site and by visiting www.nekwmd.org. Walter discussed general recycling information in town and being present at Town Meeting if there are any questions.

Kellie Merrell invited Walter to attend the recycling/railroad station discussion meeting on Tuesday, February 20th at 5:30pm at Town Hall.

- **Fred Thomas** – Eagle Scout Project – not present

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

- o Annual Maintenance Agreement for GIS Mapping for the Listers need Selectboard signatures.

Motion by Kellie Merrell, 2nd by Eric Bach to approve and sign the Annual Maintenance Agreement for GIS Mapping for the Listers. Vote 3-0-0. All in favor.

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

- o Direct Deposit check request – there is a bit of an expense, however Keith would like to take the expense out of the Highway Office Budget for setup fee and monthly cost.

Consensus of the Selectboard is to go ahead with direct deposit, as it is an advantage to the front office and to make the request available to employees who may be interested in direct deposit.

- o Request for application for Town Highway Class 2 Paving Grant which is due April 15th.

Motion by Eric Bach, 2nd by Kellie Merrell to approve the application for the Town Highway Class 2 Paving Grant. Vote 3-0-0. All in favor.

7. Issues and Information (All)

- (a) **Joe's Brook Bid Openings** – Keith Gadapee – Project is for Bridge #4 Deck refurb that was postponed from last year. Three bids were received: Mathews Excavating \$66,300, Winterset \$88,946 and Kirk Fenoff & Sons \$124,500.

Motion by Kellie Merrell, 2nd by Eric Bach to accept Mathews Excavating bid in the amount of \$66,300 for Bridge #4 deck repair. Vote 3-0-0. All in favor.

- (b) **Tree Warden Draft** – Dave Houston – discussed standard verbiage taken from surrounding towns and the state statutes. Dave's request is for the Selectboard to accept the Tree Warden Draft and post to the town's web page and Front Porch Forum.

Selectboard suggested to look into the economic impact before posting.

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

- (d) **60 Route 2 W update** – Keith Gadapee – discussed abatement process, last year's bid information for removal of house, and retesting of joint compound to see if it comes back under 1% which if it does then the drywall will not need to be removed and the abatement cost would be lower.

Motion by Kellie Merrell, 2nd by Eric Bach to have Clay Point do Transmission Electron Microscopy (TEM) method testing for \$775. Vote 3-00-0. All in favor.

- (e) **Town Calendar** – Audrey DeProspero – Selectboard to discuss after Town Meeting.

- (f) **Recycling discussion** – Kellie Merrell – Group gathered on February 8th to discuss the recycling and Railroad Center. The group is researching options for recycling and gathering information for Town Meeting. They will meet again on Tuesday, February 20th to discuss the future possible uses for the Railroad Center.

- (g) **Windswept Properties Stormwater permit transfer update** – Keith Gadapee – discussed one time application fee to list the Town as a co-permittee. The co-permittee fee will cover the reporting process. The annual fee will be waived because it will be covered under the Municipal Roads General Permit Fee. Keith suggested the Town sign the co-permittee application with Windswept Properties to allow the Town to take it over.

Selectboard suggested to get a semblance of final paperwork before they vote to approve.

- (h) **Town Hall easement update** – Audrey DeProspero – Marty Beattie still out of town, returning in March will follow up then.

- (i) **North Danville Community Center update** – Audrey DeProspero – The Town owns the building and has liability coverage on it with the Town of Danville as the named insured. Further investigation and discussions are required before any decision can be made by the Selectboard.

- (j) **Conservation Commission email** – Audrey DeProspero – Investigation was done regarding the use of personal emails on line for all committee members' verses one town email for a committee to have for residents to get in contact with a committee. Conservation Commission now has a town email address of conservation@danvillevermont.org. The offer has been given to the Chairs of the Planning Commission and the DRB. The DRB has responded that they are a quasi-judicial body and direct communications are only through Linda Leone the Zoning Administrator (lleone@danvillevermont.org) so no town email is required for them. The Chair of the Planning Commission has not yet responded but does have an email of gherrin.danvillevt@gmail.com.

- (k) **Town of Peacham Winter Carnival Sign approval** – Audrey DeProspero – The Town of Peacham requested to put signs on the Green for their Winter Carnival which takes places the 16th and 17th of February. The signs are to be removed on the 18th. They were granted permission, however an after the fact approval is required by the Selectboard.

Motion by Eric Bach, 2nd by Kellie Merrell to approve the Town of Peacham's request to put signs on the Green for their winter Carnival which takes place on February 16th & 17th. Vote 3-0-0. All in favor.

Erich Bach noted that the Chamber of Commerce is working with connecting the events around town.

- (l) **Discussion of Public Hearing for Bylaw adoption** – Audrey DeProspero – The Public Hearing for the Bylaw adoption presented by the Planning Commission to the Selectboard is scheduled for March 1st at 6:15 pm during a regularly scheduled Selectboard meeting.

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

9. **Adjourn** - *Motion by Eric Bach, 2nd by Kellie Merrell to adjourn at 7:29 p.m. All in favor.*