

Town of Danville
Selectboard Minutes
April 19, 2018
Danville Town Hall (6:00 pm)

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

Board Member Absent: Kellie Merrell

Also Present: Audrey DeProspero, Wendy Somers, Keith Gadapee, Leslie Parker, Tim Ide, Gary Fontaine, Jefferson Tolman, Martin Beattie, Steve Larrabee, Richard Benoit

1. **Meeting was called to order** by Chairman Ken Linsley at 6:00 pm.
2. Ken Linsley noted **additions to the agenda** from board members and the public.
 - o School Buses and possible signage
 - o Conservation Easement
 - o Town Property and Liability Insurance
 - o Dogs
 - o Rescue Squad
3. *Motion by Doug Pastula, 2nd by Eric Bach to approve minutes of Regular meeting of April 5, 2018 as written. Vote 4-0-0. All in favor.*
4. **Visitors**
 - **Jefferson Tolman – Utility Partners – CPI Adjustment** – discussion of Utility Partners Compensation Adjustment for the Contract Year Commencing on March 1, 2018. Suggestion was for the maintenance money to be carried over to update equipment (purchase of a chart recorder and alarm system).

Motion by Doug Pastula, 2nd by Eric Bach to approve the Selectboard Chair, Ken Linsley, to sign the contract. Vote 4-0-0. All in favor.

- **Walter McNeil Jr. – NEKWMD update** – Chittenden Solid Waste District is doubling fees for out of town districts. As of April 2, 2018 the new tip fee structure to be paid by the hauler will be \$25/ton for in-District materials and \$50/ton for out-of-District materials.
- **Marty Beattie – Town Hall easement & Hill Street drainage** – runoff of water on Hill Street and property line between building he owns and Town Hall. He would like to close off the road between the buildings to stop the traffic from going thru as it is a private driveway not a thru way.

Motion by Doug Pastula, 2nd by Ted Chase to authorize Audrey DeProspero to contact Toby Balivet to come up with a plan of action with data the Town has to ascertain a direction. Vote 4-0-0. All in favor.

5. **Town Clerk** (Wendy Somers)
 - o Informational only: Three Ponds looking at expanding into the west end of the building. The west end is open for dinner and serves alcohol. The other end is for breakfast and lunch with alcohol. The size will be increased by 750 square feet and add additional seating of 25. This information has to be in the minutes so they can apply for liquor license (class III).
 - o Request to approve Tax Sale date of June 20th at 10am to be conducted by Reid and Balivet.

Motion by Eric Bach, 2nd by Doug Pastula to approve the Tax Sale date of June 20th at 10am and to give Toby Balivet permission to conduct the Tax Sale. Vote 4-0-0. All in favor.

- o Bill received from Calx regarding appropriation to be paid monthly.

Eric Bach to contact Calx as Danville Rescue has obligation until June 30th.

- o Town Clerk's and Treasurer's workshop took place today.

6. **Highway Foreman** (Keith Gadapee)
- Annual Financial Plan Town Highways

Motion by Eric Bach, 2nd by Doug Pastula to sign the Annual Financial Plan Town Highways document. Vote 4-0-0. All in favor.

- Sand bids - request to invite bidders for 2018-2019 Winter Sand Specifications.

Consensus was for Keith Gadapee to send letter inviting bidders instead of putting bid information in the newspaper.

- Paving proposal – request to send proposals to qualified individuals.

Consensus was for Keith Gadapee to send paving proposals to qualified paving individuals.

- Excavation projects
- Harvey's Hollow signage

Consensus was for town to put up sign if someone else purchased.

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

- (a) **Windswept Properties Stormwater permit transfer** – Steve Larrabee – Selectboard reviewed draft maintenance agreement between Town and Windswept properties.

Motion by Doug Pastula, 2nd by Eric Bach to approve the 1st Draft of the Maintenance Agreement pending review of legal counsel. Vote 4-0-0. All in favor.

- (b) **2018 Mowing Bids – Selectboard received 5 bids:**
Brent Gadapee – Town Green and Entrances – total \$3,630
Richard Benoit – All properties – total \$12,600
Little Acres Construction – All properties - \$10,125
Northeast Mowing – North Danville School and Ballfield – total \$1,100
The Eliminator – All properties – total \$10,797.50

Motion by Doug Pastula, 2nd by Eric Bach to award the bid to Little Acres in the amount of \$10,125. Vote 4-0-0. All in favor.

- (c) **Designation Policy to Address Roads** – Ken Linsley gave Draft Class 4 Highway and Trail Policy and Draft Road Classification Upgrade Guide to Selectboard to review. Item will be put on the next agenda for discussion.
- (d) **VT Transportation Board Aviation Rules** – Deferred until next meeting.
- (e) **Appointed Officials – Zoning Administrator (ZA) – 3 year term** – Audrey DeProspero – the current Zoning Administrator Linda Leone was previously appointed for a one year term however State Statute 24 V.S.A. Section 4448 indicates administrative officers (ZAs) should be appointed for a term of three years.

Motion by Eric Bach, 2nd by Doug Pastula to update the information and appoint the Zoning Administrator to a three year term (expiring 2021) to fulfill state statute. Vote 3-0-1. (Abstain-Ted Chase)

- (f) **Zoning Bylaw Adoption** – Deferred until next meeting.
- (g) **60 Route 2W update** – Audrey DeProspero – discussion of cost associated with asbestos removal.

Consensus is to defer until a plan and budget is developed.

- (h) **Danville Town Band request** – Audrey DeProspero – Danville Town Band has requested to use the bandstand and the green for its annual free concerts and ice cream social from 5:30–8 pm on Sunday June 17 and August 19 and to also display two banners announcing the concert the previous week on the green.

Motion by Eric Bach, 2nd by Doug Pastula to approve the Danville Town Band request for use of the bandstand and green on June 17 and August 19. Vote 4-0-0. All in favor.

- (i) **Rules of Procedure** – VLCT Model Rules of Procedure for Selectboards

Motion by Doug Pastula, 2nd by Eric Bach to adopt and approve the previously approved Rules of Procedure. Vote 4-0-0. All in favor.

- (j) **2018 Care of the Gardens contract** – Audrey DeProspero – Selectboard was given a copy of the proposed Care of the Gardens bid to review.

Motion by Doug Pastula, 2nd by Eric Bach to advertise bid for the Care of the Gardens. Vote 4-0-0. All in favor.

- (k) **Recycling Report** – Kellie Merrell absent, discussion postponed.

- (l) **2014 Bicycle & Pedestrian scoping study** – Kellie Merrell absent, discussion postponed.

- (m) **School buses / possible signage** – Selectboard discussed bus schedules, surveillance in West Danville, input from the school's bus routes, frequency of issues and sheriff patrols.

Ted Chase discussed his investigation into speed signs for the town and noted there was no grant money for signs and the process is quite time consuming and requires a long term plan.

Motion by Eric Bach, 2nd by Ted Chase to have the Sheriff in the area of the park and ride in the afternoon around 3:40 pm three times a week on different days to randomly monitor and report the data back to the Selectboard. Vote 4-0-0. All in favor

- (n) **Dogs** – Audrey DeProspero – complaint received in regards to the Dunbar dog being loose.

- (o) **Conservation Easement** – notification of proposed farmland conservation project.

- (p) **Town Property and Liability Insurance** – discussion of current town insurance.

Consensus is to reevaluate insurance similar to the current from various suppliers.

- (q) **Rescue Squad** – Eric Bach – Fixtures, appliances and items inside are being deeded to the user of the building however the building is being deeded to Town of Danville.

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

9. **Adjourn** - *Motion by Eric Bach, 2nd by Doug Pastula to adjourn at 8:53 p.m. All in favor.*