

Town of Danville
Selectboard Minutes
June 7, 2018
Danville Town Hall (6:00 pm)

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

Also Present: Audrey DeProspero, Wendy Somers, Keith Gadapee, Jeffrey Paquet, Louie Cassani, Jamie Stewart, George Baxter, and Dave Towle

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 Attendance
 - o Deeding of Danville Rescue
 - o Update on Beach Ecoli sampling
 - o Dog Warrant
 - o Donation
3. *Motion by Kellie Merrell, 2nd by Eric Bach to approve **minutes of Regular meeting of May 17, 2018** as written. Vote 5-0-0. All in favor.*

*Motion by Kellie Merrell, 2nd by Doug Pastula to approve **minutes of Recycling meeting of May 29, 2018** as written. Vote 5-0-0. All in favor.*

*Motion by Ted Chase, 2nd by Kellie Merrell to approve **minutes of Road Survey meeting of June 5, 2018** as written. Vote 3-0-0. All in favor.*

4. **Visitors**

- **Jeff Paquet – Planning Commission – Zoning Bylaw changes** – Jeff was present to talk about some significant changes the Planning Commission is thinking about in the zoning bylaws, with respect to shoreland protection and river corridors. These changes could have a significant impact on some landowners, so the Planning Commission wanted to let the Selectboard know what they were thinking about and get drafting guidance from the Selectboard.

The Planning Commission is delving into zoning bylaws in regards to reviewing items that may be inconsistent with the Town Plan and looking at DRB suggested changes. In 2014 the Planning Commission received a grant to study flood resilience and water quality. They had preliminary hearings but there was not enough participation so the Planning Commission would like to restart this effort and review them. They are looking at a proposed flood hazard overlay district and they are seeking general guidance from the Selectboard and to get public attention.

Jeff discussed the DRB Variance and Waiver for non-conforming lots and looking at trying to solve this problem to help improve water quality of the pond. They are proposing definitive language be placed in the Zoning Bylaws.

It was the consensus of the Selectboard for the Planning Commission to pursue this direction.

5. **Town Clerk** (Audrey DeProspero for Wendy Somers)
 - o Curb Cut Permit for Bradley and Tarah Fontaine approved at the May 17 Selectboard meeting now needs signatures of the Selectboard.
 - o Retention schedule handout given to the Selectboard to review and approve at their next meeting.
 - o Working on employee manual.
6. **Highway Foreman** (Keith Gadapee)
 - o State Salt Bid (purchasing salt through the State) no money is being expended currently, just participating in the bid process.

- Drafting Curb Cut Policy for Selectboard to review.
- Dump truck for sale.
- Municipal Roads General Permit Notice of Intent. This is the start of the paperwork. There will be a \$240 fee and a \$400 fee (total \$640) that will need to be expended at a later date to move forward with this permit. The money is covered by the current year's budget.

Motion by Eric Bach, 2nd by Ted Chase to authorize Keith Gadapee to sign the Municipal Roads General Permit Notice of Intent and to appoint Keith Gadapee as the Principal Executive Officer. Vote 5-0-0. All in favor.

- Expenditure up to \$500 out of the Scrap Steel Fund to purchase a hammer drill.

Motion by Doug Pastula, 2nd by Ted Chase to approve Keith Gadapee to spend money to buy a hammer drill not to exceed \$500 out of the Scrap Metal Fund. Vote 5-0-0. All in favor.

7. Issues and Information (All)

- (a) **Windswept Properties Stormwater permit transfer** – Deferred until next meeting.
- (b) **Town Hall easement** – Deferred until next meeting.
- (c) **Designation Policy to Address Roads** – Ken Linsley – Draft policy with respect to Class 4 roads has been put together by Ken Linsley and Keith Gadapee. The Selectboard reviewed and a discussion ensued on suggested changes.
- (d) **Waste Water Treatment Facility** – Ken Linsley – After discussion and presentation of concerns of the town, the Red Barn Brewery is pursuing other options.
- (e) **Recycling Report** – Kellie Merrell – Committee reviewed next steps and report and are working on a matrix of comparing different costs.
- (f) **Elevator update** – Audrey DeProspero – Elevator has been fixed.
- (g) **Town Property Liability Insurance** – Audrey DeProspero – Deferred until next meeting.
- (h) **Contract for Reappraisal – Listers** – Audrey DeProspero – The Listers previously came before the Selectboard on March 1 for approval to go into contract with NEMRC in the amount of \$150,000 and received a motion of approval from the Selectboard. The reappraisal doesn't start until a year from this fall and the money is in the Encumbered Account called Listers Reappraisal Account. At the end of December 2017, there was \$140,000 in the account and there will be enough monies there by the time this takes place. A motion is required by the Selectboard to authorize the Listers to sign the Reappraisal Agreement.

Motion by Doug Pastula, 2nd by Eric Bach to authorize the Listers to sign the Reappraisal Agreement. Vote 5-0-0. All in favor.

- (i) **NEKWMD letter (Act 148)** – Eric Bach – discussed the effects of adding recycling containers to the locations where solid waste containers are during fairs and festivals along with the carry-in and carry-out option.
- (j) **Ecumenical Vacation Bible School Banner** – Request to place a six foot banner on the Town Green for the Ecumenical Vacation Bible School. Permission granted by Audrey DeProspero in accordance with the previous approval by the Selectboard with regards to signs on the Green.
- (k) **Deeding of Danville Rescue** – Eric Bach – The lawyer is pulling all deeding together and the information will go to Toby Balivet for review. The lease agreement between Calnex with the Town of Danville will also go to Toby Balivet for review.
- (l) **Update on Beach Ecoli Sampling** – Kellie Merrell – Sampling at Joe's Pond was done last week and it was a 4 which is well under the 235 threshold which is to close the beach. It was also sampled today. Sampling is weekly and started on Memorial Day and will go until Labor Day.
- (m) **Dog Warrant** – Audrey DeProspero – Selectboard was given a copy of the Dog Warrant for Owners of Untagged Dogs. The Constable, Jo Guertin will then be given this list to go house to house to visit these individuals.
- (n) **Donation** – Audrey DeProspero – A treasurer's check in the amount of \$1,000 has been donated to the Town of Danville from an anonymous donor to have the Town Hall window screens replaced and the front door upgraded.

Ken Linsley noted that the replacement of the doors could come from Marion Sevigny's money should the \$1,000 donation not cover both the screens and the door.

Discussion ensued regarding going out for RFP (Request for Proposal) for the door.

Motion by Doug Pastula, 2nd by Kellie Merrell to accept the \$1,000 donation money to replace the screens and door. Vote 5-0-0. All in favor.

Selectboard thanked the Anonymous donator.

- (o) **Attendance** –Doug Pastula – apologized for missing a few meetings. He has been in limbo with his job which has not worked out as well as he had hoped. He is in transition and wants to finish out his term. He has been involved with the Selectboard by participating in other things and on the side lines. His goal is to finish out his term if the board allows.

Ken Linsley noted he typically meets with Doug two or three times a week. Doug is a repository of history with the longest service on the board (12 years).

Ted Chase noted he appreciated Doug's contributions and would like to see him finish out his term and participate as he can. Doug has been available when needed in critical situations, and he has participated on the phone. Even in Doug's absence, the board has still been able to function.

Informational Items:

David Towle of the School Board shared information from the Secretary of Education: Cabot School will be joined with Danville and Twinfield maybe with Montpelier. This will have to come to a vote but David will keep the Selectboard informed. They have another meeting in two weeks regarding Act 45.

- 8. **Financials: Orders to review and sign** - Financials signed.
- 9. **Adjourn** - *Motion by Doug Pastula, 2nd by Eric Bach to adjourn at 8:21p.m. All in favor.*