

Town of Danville
Selectboard Minutes
December 6, 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, Keith Gadapee, Gary Fontaine, Barb Fontaine, Glenn Herrin, Kate Whitehead, Nick Flanders, Clayton Cargill, Alison Low and Paul Tomasi

1. **Meeting was called to order** by Chairman Ken Linsley at 6:00 pm.
2. **Additions to the agenda:**
 - Request from DCC (Danville Conservation Commission)
 - Public Hearing of Town Plan authorization
 - North Danville Community Center meeting update
 - Report from Calex Representative
3. *Motion by Doug Pastula, 2nd by Kellie Merrell to approve **minutes of Regular meeting of November 15, 2018** as written. Vote 4-0-0. All in favor.*

4. **Visitors**

- Paul Tomasi – Recycling – summarized the numerous meetings of the Recycle Committee in regards to recycling services. He spoke of construction grants for building a new facility and composting in the future along with reaching out to an adjacent town to see if they could use their facility on a short term basis during a transition period. He spoke of generating money by accepting trash and charging for trash. He also spoke of the current facility's issues such as stairs and parking, along with restoring the train station and money to build and/or relocate the recycle center.

Kellie Merrell sought the Selectboard's opinion regarding recycling in Town and keeping the recycling at the current facility. She spoke of restoration of the train station, coming up with a strategy or plan, searching for grants and finding resources. She wanted to know if the Selectboard wanted to stay with source separation or pursue zero sort.

Doug Pastula discussed source separation and the use of the current building.

Eric Bach discussed looking at other options and not narrowing their search.

Ken Linsley spoke of interrelated issues: train station, fire station and recycling.

The common agreement at this time was to stay with source separation as it is both environmentally friendly and economical.

Motion by Kellie Merrell, 2nd by Ted Chase to no longer pursue zero sort and stay with source separation at this time.

More discussion ensued.

Kellie Merrell and Ted Chase both withdrew their motion and 2nd.

Consensus of the Selectboard at this time, is that the Board will continue to pursue source separation.

- Nick Flanders – Pope Library – The Town Appointee is a person appointed by the Selectboard who is a nonvoting member who serves as a link between the Town and the Library Board of Trustees who will serve at the discretion of the Selectboard. The Library Board meets monthly.

Consensus of the Selectboard was for the Library Board to identify an appropriate candidate.

- Nick Flanders – Reclassification of North Shore Road – Request is to have a reclassification of a small portion of North Shore Road from Route 15 to where it T's, (about an 800 foot section past the tennis courts) to a Class 3 Road. He would like to know the cost to upgrade that portion to a Class 3.

Keith Gadapee noted there were standards and he would like to look at the standards and then dig some test holes to see what material is there. He would then have to do some calculations and get back to him in regards to cost.

Nick Flanders requested the Selectboard to move ahead with this matter.

- Christopher Walsh – Fire Department – requested to postpone his appearance until next meeting.

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

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

- Snow plow did damage to private property. The incident occurred on the Water Andric turnaround.
- A preliminary review of the Highway Budget has been done.
- A Winter Maintenance Policy has been created. It is information for residents to help them understand what goes on during winter months.

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

- (a) **Leadership Summit** – Ted Chase – attended summit held at Castleton State on October 1st. One session he attended while there was Agenda Building and Meeting Management. The suggestion was to have 90 minute meetings, everyone gets to participate, set time for segments of agenda and guest time frames, evaluate at end of meeting how the meeting went, and review agreements, decisions and tasks assigned at the end of the meeting.

- (b) **Possible Resource to assist in Better Connections Grant** – Ken Linsley discussed the offer received from an architect of 20+ years to help on a no cost basis with the train station.

Alison Low and Kate Whitehead noted they would like to know more about what he is offering and will invite him in and tour the station, then they will discuss the findings with their group who will be meeting on the 18th.

Ted Chase left at 8:22 pm

- (c) **Cash Receipts, Petty Cash and Returned Check Policy** – postponed, Town Clerk not present.

- (d) **Employee Pay & Benefits** – will be part of budget discussion. Ken Linsley to download information from VLCT (Vermont League of Cities and Towns).

- (e) **Personnel Policy** – Selectboard decided to wait until Town Clerk was present.

Doug Pastula noted he has discussed his suggestions with the Town Clerk.

- (f) **Letters of Appreciation** – Decision was to have letters written, presented at the next meeting, and those present would sign the letters so they could be mailed.

- (g) **Radar Speed Feedback Sign** – Audrey DeProspero – the state has approved the original request by Dawn Pastula for two radar speed feedback signs on Route 2.

- (h) **Boiler Maintenance Heating System** – Audrey DeProspero – a proposal was sent to seven businesses in regards to an annual service maintenance contract for three years for the six town owned buildings' heating equipment, and no one responded.

Gary Fontaine noted he would be interested for this year at \$70 an hour plus parts.

Consensus of the Selectboard was to use Gary Fontaine to clean/service the equipment but they will solicit service orders at the next bid for fuel.

- (i) **Plowing of Calex Parking Lot** – Audrey DeProspero – Michael Wright could not attend tonight. He has not had any luck finding a local contractor for his parking lot. He is very much appreciative of the Highway Department plowing the parking lot.

Selectboard discussed negotiating a decrease in service cost in exchange for plowing as snow removal is Calex's responsibility in the agreement signed between the Town and Calex.

- (j) **Request from DCC – Ken Linsley** – the DCC would like to hold the public comment and question meeting on January 14th at 7pm at Town Hall on the EAB (Emerald Ash Borer) Plan and Tree Ordinance. This meeting will replace their regularly scheduled meeting of the 7th.
- (k) **Public Hearing on Town Plan Authorization**

Motion by Kellie Merrell, 2nd by Eric Bach to adopt the modification to the Town Plan as reviewed tonight and proposed by the Planning omission. Vote 4-0-0. Motion carries.

- (l) **North Danville Community Center meeting update – Doug Pastula** – attended the December 3rd meeting. The Center is doing well. Their budgeted money balance is good and they are confident in their operations. The building will need to be painted in the near future and they have removed the swing set seats as a result of the loss control visit from our insurance company.
- (m) **Callex Representative Report – Gary Fontaine** – attended on a budget night, which was a long meeting, however, he learned a lot. He was asked if he was representing the Towns of Walden and Peacham and he said no, only Danville.

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

9. **Adjourn** - *Motion by Doug Pastula, 2nd by Eric Bach to adjourn at 9:00 p.m. All in favor.*

Minutes taken by Audrey DeProspero submitted December 10, 2018 at 11:00 am.