

Town of Danville  
Selectboard Minutes  
February 7, 2019  
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, Richard & Nancy Diefenbach, Gary & Barb Fontaine, Dave Houston, Michael Hogue, Henry Pearl, Brian Henderson, Wesley Everts, Tom Forster, Glenn Herrin, Kate Whitehead, Rob Balivet, Mike Smith, Bridget Ferrin-Smith, and Jennie Lavoie

1. **Meeting was called to order** by Chairman Ken Linsley at 6:00 pm.
2. **Additions to the agenda:** None
3. *Motion by Doug Pastula, 2<sup>nd</sup> by Eric Bach to approve minutes of Regular meeting of January 17, 2019 as written. Vote 4-0-1 (Abstain: Kellie Merrell). All in favor.*

*Motion by Doug Pastula, 2<sup>nd</sup> by Eric Bach to approve minutes of Budget meeting of January 24, 2019 as written. Vote 4-0-1 (Abstain: Kellie Merrell). All in favor.*

4. **Joint Committees: Conservation Commission, Development Review Board & Planning Commission**

Each were asked to give a brief recap of 2018, discuss plans for 2019 and let the Selectboard know how they could help them.

Development Review Board (DRB)

Michael Smith introduced members of the DRB. In 2018, two new members were appointed, Henry Pearl and Brian Henderson and the board had training by VLCT (Vermont League of Cities and Towns) in November which was highly attended. In 2019, there have been no permits, so the DRB has had no hearings. The Mission of the DRB is part of the zoning process. The DRB reviews permits and works on items directed by the Selectboard. The DRB makes sure the application is compatible with the Bylaws and meets all requirements. They hold a formal hearing process and apply the Town Bylaws to what residents want to do on their property. Going forward, the DRB would like the Selectboard and Planning Commission to consider an interim bylaw process to enact Waivers. Waivers would be used in lieu of Variances. They have had 58 permits and 28 of them were Variances. Variances are to be rarely used.

Glenn Herrin noted the Planning Commission is working on the Waiver wording for the Bylaws.

Planning Commission

Glenn Herrin introduced members of the Planning Commission. The Mission of the Planning Commission is to maintain the Town Plan and write the Bylaws that the DRB uphold and to do anything else the Selectboard requests of them. In 2018, they received Village Center District for West Danville and started working on updates for the Zoning Bylaws. In 2019, they continue to work on the Bylaws. Sometime in the Fall the Bylaws will be brought before the Selectboard for review/update. They are going thru the entire Bylaw document to make it better for residents. They are looking at updating the maps and putting in a Developed Shoreland District section for Joes Pond. They are writing a Flood Control Overlay for the people that live near rivers and streams to help them understand what they can do. They are also looking at Design Control Districts and after the Bylaws are updated, they will go back to the Town Plan and look at guidance for the Environmental Section for substantial deference.

Kate Whitehead discussed applying for and receiving the Better Connection Grant in the amount of \$63,000. She discussed details of items that have been completed and items forthcoming such as draft reports, Safe Connections for Village Center, Economic Development Report, items being available for residents, community workshop in spring, future public meetings, wrapping up in fall and the Rail Trail Senior Project for signage along the Rail Trail.

## Conservation Commission

Nancy Diefenbach introduced members of the Conservation Commission. She noted she and Dick Diefenbach were stepping down and Evangeline Morse is now the Chair. In 2018, Wes Everts was appointed as Tree Warden. The discovery of the Emerald Ash Borer (EAB) had been found in Vermont, and they worked on an Emerald Ash Borer Preparedness Plan and a Tree Ordinance. In 2019, the two documents, EAB Plan and Tree Ordinance are ready for approval by the Selectboard.

Dave Houston gave a brief overview of the EAB Plan.

Dick Diefenbach discussed the Tree Ordinance.

Bridget Ferrin-Smith discussed monitoring invasive plants, the Rodgers Lot having Japanese Knot Weed and setting up test plots to see how to get rid of them, hiring of Calvin Willard to get rid of Frag mites in the Pumpkin Hill Forest and the monitoring of Honeysuckle in the Town Forest.

Tom Forster discussed Forest Management in both Town Forests and removing planted pines to do logging possibly next winter to let some hardwood regenerate.

Conservation Commission also discussed plans for 2019 including trail design work on the Rodgers Lot, monitoring evasive plants, watching for EAB and updating EAB Plan as necessary and recruiting new members. Going forward, they would like the Selectboard to adopt the EAP Preparedness Plan and the Tree Ordinance.

Selectboard thanked Nancy & Dick Diefenbach for their hours, time and service to the Town of Danville and thanked all others who give their time and service to the Town.

### 5. **Visitors**

- Glen Herrin discussed application for West Danville Village Center which would help with grants and tax credits. He showed the proposed boundary map to the Selectboard.

*Motion by Eric Bach, 2<sup>nd</sup> by Ted Chase to authorize application for Designated Village Center for West Danville in accordance with the proposed boundary map dated February 7, 2019. Vote 5-0-0. Motion carries.*

- Gary Fontaine – Calex Board Appointee – Nothing to report as there was no meeting.

### 6. **Town Clerk** (Wendy Somers)

- Liquor License for Barrel to Bottle.

*Motion by Ted Chase, 2<sup>nd</sup> by Kellie Merrell to approve the Liquor License for Barrel to Bottle. Vote 5-0-0. Motion carries.*

*Ted Chase left at 7:25 pm*

- Grand Juror change effective July 2018. The position is no longer an elected position, the person can now be appointed by the Selectboard.
- Met with Jill Muir. There are minor changes in Vermont Employee laws.
- Discussion of Property Tax clarification for money owed to the school.
- Town Report has been sent to the printer, the proof will be back on Friday for review and then it needs to be returned to the printer on Monday.

### 7. **Highway Foreman** (Keith Gadapee)

- Certificate of Highway Mileage requires Selectboard signature

*Motion by Doug Pastula, 2<sup>nd</sup> by Eric Bach to sign the Agency of Transportation Certificate of Highway Mileage. Vote 4-0-0. Motion carries.*

- Purchase Policy discussion for Grader purchase.

*Consensus of the Selectboard was to hold a Special Meeting for the Sealed Grader Bid Opening on Wednesday, February 13<sup>th</sup>.*

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

- (a) **Emerald Ash Borer (EAB) Preparedness Plan** – Conservation Commission's EAB Plan dated 11-15-18 was given to Selectboard.

*Motion by Eric Bach, 2<sup>nd</sup> by Kellie Merrell to adopt the Emerald Ash Borer Preparedness Plan dated 11-15-18 Vote 4-0-0. Motion carries.*

- (b) **Tree Ordinance** – Conservation Commission's Tree Ordinance dated 11-15-18 was given to Selectboard.

*Motion by Kellie Merrell, 2<sup>nd</sup> by Eric Bach to adopt the Tree Ordinance dated 11-15-18. Vote 4-0-0. Motion carries.*

- (c) **North Danville Community Club** – Eric Bach attended their meeting on Monday, February 4<sup>th</sup> as Selectboard Representative. The Community Club is fixing things pointed out by the insurance company. The ramp is in need of repair. They want to paint the building this year and they will be hosting a playground fund.

- (d) **Employee Wages/Budget** – employee increase needs Selectboard approval.

*Motion by Eric Bach, 2<sup>nd</sup> by Kellie Merrell to approve an increase to base wage rates by 1.35%. Vote 4-0-0. Motion carries.*

- (e) **Gas Tax** – Ken Linsley discussed proposal in legislature to put additional tax on gas as much as 4 cents. It is strictly for towns to maintain their roads because in 2019 and beyond there is to be state cuts in road budgets.

*Consensus of the Selectboard is that more information is needed, they are in support of dedicated municipal roads funding to continue but not the idea of cutting the funds.*

- (f) **Executive Session – 1 V.S.A. Sec. 313(a)(3)** –

*Motion by Ken Linsley, 2<sup>nd</sup> by Doug Pastula to go into Executive Session under 1 VSA, Section 313(a) (3) Personnel Evaluations. Vote 4-0-0. All in favor. Board entered executive session at 8:41 pm.*

*Motion by Eric Bach, 2<sup>nd</sup> by Doug Pastula to leave Executive Session. Vote 4-0-0. All in favor. Board exited Executive Session at 9:15 pm.*

*Consensus of Selectboard is to do personnel evaluations on direct reports of the Selectboard.*

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

10. **Adjourn** - *Motion by Doug Pastula, 2<sup>nd</sup> by Kellie Merrell to adjourn at 9:19 p.m. All in favor.*

Minutes taken by Audrey DeProspero submitted February 12, 2019 at 10:00 am.