

Town of Danville
Selectboard Minutes
April 4, 2019
Danville Town Hall (6:00 pm)

Board Members Present: Eric Bach, Kellie Merrell, and Henry Pearl

Absent: Ken Linsley and Kristin Franson

Also Present: Audrey DeProspero, Wendy Somers, Gary Fontaine, Mary A. Cote, Cheryl Chandler, Michael Wright, Mike Smith, Guy Pearce, Liam Carcoba, Cathy Griffith, Glenn Herrin, and Craig Morris

1. **Meeting was called to order** by Vice Chair Eric Bach at 6:00 pm.
2. **Additions to the agenda:**
 - Attendance to Selectboard Institute
3. *Motion by Kellie Merrell, 2nd by Henry Pearl to approve **minutes of Regular meeting of March 21, 2019** as written. Vote 3-0-0. All in favor.*
4. **Visitors**
 - Cole Beliveau – Danville School OVX Club (Our Voices eXposed) discussed OVX being tobacco prevention and their thirteen members who were seeking to spread awareness of the harmful effects of tobacco on adolescents. Their group works to educate students and community on toxic repercussions. They are proposing to make the Danville town field a substance-free zone. They would like to put up signage which is cost free from the VT Health Department. They invited the Selectboard to a dinner and seminar presentation being held at the Danville School on Tuesday, April 9th at 5:30 pm.

A handout was given to the Selectboard for review.

Consensus of the Selectboard was for them to review the handout and have the group come back before the Selectboard in the near future to further discuss.

- Liam Carcoba – Eagle Scout Project – Cemeteries.

Liam Carcoba sought details to the Cemetery project for the Eagle Board. He inquired how many cemeteries were needing to be cleaned, where they were located, when they projected needed to be completed by, what the exact specifications were and the cost savings to the town.

Eric Bach discussed the eleven cemeteries and locations, noting not all of them were easily accessible, some took longer to get to than others and some would be quick and others a bit longer. There is no specific end date for the project but he could take Liam on a tour of the cemeteries and they could discuss what each would need.

Eric Bach inquired when Liam would like to start.

Liam Carcoba noted the information needs to be presented to the Eagle Board for permission and then the project can be started.

- Mary Cote – Danville Fair – requested the use of the Danville Green for the following:
 - 89th Annual Danville Fair.
 - Closure of Danville/Peacham Road from Thursday, August 8th at 12pm until Saturday, August 10th at midnight.

- Access to water and electric on the Green for bands and food vendors.
- Use of the Green starting Wednesday, August 7th for set up.
- Access and use of the roads on Saturday, August 10th for parade which starts at 10:30 am. Parade route: starts on Mountain View Avenue, goes up Smith Street to Brainerd Street then turns on to Route 2 then onto Park Street where it will disband past the Post Office. The State will be contacted for usage as well.
- Open container for Friday, August 9th and Saturday August 10th. Security will be provided and monitoring the grounds during the event even though there has not been any issues in the past.
- Use of 60 Route 2W (house/lot next to town hall) for the carnival staff to set up campers.
- Access to water for the carnival staff campers.
- No parking signs to be placed near Masonic Hall, on Peacham Road just past the school and down Brainerd Street to Mountain View Drive.

Kellie Merrell inquired if this was the standard process as last year.

Mary Cote noted it was.

Eric Bach suggested Mary Cote check with the Fire Department (Chris Walsh) for permission for no parking on the Green.

Motion by Kellie Merrell, 2nd by Henry Pearl to approve and accept the proposal of the Danville Fair for use of the Town Green starting August 8th with requested items. Vote 3-0-0. All in favor.

- Dawn Pastula – Autumn on the Green (absent) Mary Cote spoke on her behalf
 - Use of the Town Green for Autumn on the Green.
 - The Danville Chamber of Commerce would like to start marking the Green on Thursday, October 3rd and Friday, October 4.
 - Set up will be Saturday, October 5.
 - Event to be held Sunday, October 6th from 10 am until 4 pm.
 - Closure of Peacham Road on October 6th from 6 am until 6 pm.
 - Posting of No Parking signs around the Green, on the corner after the School entrance and on Brainerd Street from the Green to Mountain View Drive.
 - The State will be contacted to change the light.
 - Access to electric and water.
 - Permission to have alcohol on the Green for local spirits and wine to be sold by vendors. Vendors to have their permits in prior to September 20th.

Motion by Henry Pearl, 2nd by Kellie Merrell to approve and accept Autumn on the Green with the requested items. Vote 3-0-0. All in favor.

Kellie Merrell inquired if this was similar to prior year event.

Mary Cote noted it was.

Eric Bach noted it was the 15th year running.

- Glen Herrin – Interim Zoning Bylaw

Planning Commission has been addressing the addition of a Waiver to the Bylaws. They are requesting the Interim Bylaw be accepted by the Selectboard. A draft version was given to the Selectboard to review. The Planning Commission would like the Selectboard to have a Public Hearing by May 16th and if accepted, it would be good for one year. The Planning Commission will work on the Bylaw changes and have a more permanent product in December.

Glenn gave a brief overview of the Bylaw changes.

Kellie Merrell requested to see how many preexisting lots were in town that don't meet the minimum lot size.

Glenn Herrin noted that West Danville was set up as a designated Village Center from the beach area to the quarry and the antique store is now in the designated area.

Glenn Herrin requested the Selectboard approval for Paul Weaver, the lead of the unofficial energy committee to complete an energy survey on behalf of the Town.

Consensus of the Selectboard was for Paul Weaver to complete the energy survey for the Town of Danville.

- Gary Fontaine – CALEX Representative – He noted that he attends the CALEX board meetings on behalf of Danville, however there has been nothing to report back on.
- Michael Wright – CALEX – Plowing

Michael Wright noted he was surprised to receive a bill for plowing from the Town and thought there was a breakdown in communication regarding plowing. He thought the \$5,000 dollar figure requested by the Town of Danville for snowplowing 2018-2019 was high. If he had known that the Town was going to charge for plowing he would have done the plowing himself. He noted he is willing to negotiate a different figure or wash it for this year. He noted CALEX only pays \$250 a quarter for the St. J location. In the future his plan is to put the plowing out to bid.

Henry Pearl suggested a compromise on the amount.

Kellie Merrell noted the Town entered into an agreement with CALEX which indicated CALEX was responsible for the plowing, even though it is a town owned building. One could argue that fact that it would be the town's responsibility. That is not what they agreed upon in the contract. We rationalized taking the money from the fee we owe and we would like to compromise as we do our due diligence in this matter. We would like to resolve and work out this issue once and for all.

Consensus of the Selectboard was for Michael Wright to make a counter offer and bring it back to the Selectboard for the next meeting.

Michael Wright noted he would put together a counter offer together and bring it back to the Selectboard.

5. Town Clerk (Wendy Somers)

- Liquor License Renewal Application for Danville Inn (indoor/outdoor).

Motion by Henry Pearl, 2nd by Kellie Merrell to approve the Liquor License Renewal Application for Danville Inn (indoor/outdoor). Vote 3-0-0. All in favor.

- 1st and 2nd Class Liquor License and Tobacco Application for Hastings Store.

Motion by Kellie Merrell, 2nd by Henry Pearl to approve the 1st and 2nd Class Liquor License and Tobacco Application for Hastings Store. Vote 3-0-0. All in favor

- Review of Financial Policy – there are eleven sections which will be distributed in section. The current Purchase Policy and the VLCT template for a Purchase Policy was given to the Selectboard to review and make suggestion.

6. **Highway Foreman** (Keith Gadapee) absent – Audrey DeProspero spoke on his behalf
- Keith Gadapee would like to expend money from the scrap steel fund for a floor jack which costs \$275 and he seeks approval from the Selectboard.

Motion by Kellie Merrell, 2nd by Henry Pearl to approve the expenditure not to exceed \$300 from the scrap steel fund. Vote 3-0-0. All in favor.

- Speed Sign installation – Keith Gadapee is seeking clarification on the radar speed sign installation. At a prior Selectboard meeting it was unclear as to whether the Selectboard wanted the Highway Department to install, dig and pour the concrete base or to hire a contractor to do such.

Consensus of the Selectboard is for the Highway Department to install the radar speed sign.

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

- (a) **Highway Work Manual** – Consensus was to wait until a full Board was present.
- (b) **New Road** – Private Drive – This is a class 4 road whereas a request to name it as Private Road has come before the Selectboard. This road is not a town road. It has nothing to do with town highways. The town road in that area is Town Highway 43 which is back about a quarter of a mile. The three residents which live on this road, one in Danville, one in Wheelock and one in Lyndon, will have to buy the sign and put it up. The Highway Foreman Keith Gadapee can assist them in this procedure so their road sign will be consistent with others in Danville, however the residents of the road will have to pay for the sign, not the town as it is not a town road. A motion is required from the Selectboard based on the State Addressing Standards of naming a new private road.

Motion by Henry Pearl, 2nd by Kellie Merrell to approve the naming of the new private road as Private Drive. Vote 3-0-0. All in favor.

- (c) **North Danville Shed** – Lee Beattie would like the salvageable material from the North Danville shed before the Highway Department removes it.

Consensus of the Selectboard is that it is okay for Lee Beattie to salvage material from the North Danville Shed however a Hold Harmless waiver must be signed by her and anyone assisting her before any material is removed. The material must also be removed prior to the demolition of the shed and cannot hold up the removal of it.

- (d) **VLCT Model Rules and Procedures** – suggested changes made, adoption and signatures are required.

Motion by Henry Pearl, 2nd by Kellie Merrell to adopt and sign the Rules of Procedure for Municipal Boards. Vote 3-0-0. All in favor.

- (e) **Bid Opening** – Abatement 60 Route 2W – three bids received:

- Alderson Environmental Contractor \$58,984.00 asbestos abatement only
- Catamount Environmental, Inc. \$30,200.00 asbestos abatement and \$19,500.00 for demolition/disposal including foundation and \$500 for lead testing for waste stream (total \$50,200.00)
- Environmental Hazards Management, Inc. \$33,672.00 asbestos abatement and \$550 for final on-site air clearance testing (total \$34,222.00)

Motion by Kellie Merrell, 2nd by Henry Pearl to accept asbestos abatement from Catamount Environmental, Inc. in the amount of \$30,200.00 and to share the three bids received with VLCT to let them know we are pursuing asbestos abatement and to see if there are any funds available for this. Vote 3-0-0. All in favor.

- (f) **North Danville Community Center Fire Alarm Upgrade** – Audrey DeProspero – last year VLCT did an audit of town buildings. At the North Danville Community Center, it was found that the fire alarm panel was outdated and needed an upgrade. The cost is \$3,630.00. The Center has a budget line and the funds could come from their maintenance monies but may deplete that line item. VLCT does have a grant program which may cover some if not all of this item.

Consensus of Selectboard was to share the quote with the North Danville Community Center, see what their thoughts were, contact VLCT about grant, and find out how much insurance increase would be if the panel was not upgraded.

- (g) **Selectboard Institute** – Henry Pearl discussed his attendance at the Selectboard Institute in Rutland. He noted it was a very informative session and brought back information such as PACIF covering asbestos, grants/monies available for work on roads and Selectboard do's and don'ts.
- (h) **Craig Morris** – (meeting attendee) inquired if there was training on the grader. He noted VLCT has done training in Barnet and wondered who trained the Danville Highway Crew. He noted companies such as Pike do training also. He suggested training to be done so that the Town could save time and money on grading roads.

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

9. **Adjourn** - *Motion by Henry Pearl, 2nd by Kellie Merrell to adjourn at 8:04 p.m. All in favor.*

Minutes taken by Audrey DeProspero submitted April 5, 2019 at 12:34 pm.