

Town of Danville
Selectboard Minutes
May 16, 2019
Danville Town Hall (6:00 pm)

Board Members Present: Ken Linsley, Eric Bach, Kellie Merrell, Henry Pearl and Kristin Franson

Also Present: Audrey DeProspero, Wendy Somers, Keith Gadapee, Kate Whitehead, Judi McAlenney, Julia Ursaki, Peter Bowry, Deb Stressing

1. **Meeting was called to order** by Chair Ken Linsley at 6:00 pm.
2. **Additions to the agenda:**
 - Survey
 - Ant Control
3. *Motion by Kellie Merrell, 2nd by Henry Pearl to approve **minutes of Regular meeting of May 2, 2019** with changes. Vote 5-0-0. All in favor.*
4. **Visitors**
 - Kate Whitehead – Village to Village – discussion ensued regarding the \$13,000 Health Grant and the \$6,900 portion allocated for equipment purchases. The expenditures need to be purchased and installed by September 30th. She is seeking Selectboard approval for expending the \$6,900 allocated for equipment purchases. The funds would purchase bike racks which will be installed at five locations in Town. Once the items are purchased the town would then own them. The bike racks would be anchored at the location they are installed at. The bike racks in the park will be installed in a location convenient as not to have to be moved each time the areas are mowed. The railroad station currently has a bike rack so that location will have a bike repair station installed. The repair station will blend with the area surroundings. The repair station would have an air pump and the essential tools for fixing a bike. That same area would have a yard fountain installed. Discussion ensued regarding access to water for the yard fountain. Advisory shoulders (dashed bicycle lanes) on Peacham road would also be installed. She sought assistance from the Highway Department with that installation. Currently her committee is working on a volume count of the traffic currently in that area and may employ the assistance from NVDA. Visibility and speed is a concern to all for that area due to the narrow and winding road. The intent is to make a dangerous situation a safer area. The installation of advisory shoulders would create a traffic calming effect. Signage will be installed to let people know the traffic pattern is changed. A discussion ensued regarding the purchase cost and reimbursement as the grant has two part end dates and the first end date is June 30th.

Motion by Eric Bach, 2nd by Kristin Franson to expend up to \$6,900 allocated for equipment purchases and to move forward with advisory shoulders contingent upon approval of property owners and businesses. Vote 5-0-0. All in favor.

- Walter McNeil – NEKWMD – discussed district meeting noting the consensus of the district was to remain neutral on the expansion of Casella landfill. He discussed landfill and state waste.
5. **Town Clerk** (Wendy Somers)
 - Special Event Permit for Red Barn Brewery for Spirits of Vermont at Joe's Pond annual fundraiser.

Motion by Kellie Merrell, 2nd by Eric Bach to approve the Special Events Permit for the Red Barn Brewery for Spirits of Vermont. Vote 5-0-0. All in favor.

- Certificate of Compliance for Curb Cut at 355 Wilson Road - Selectboard signed.

- General Harassment and Sexual Harassment policy – Selectboard to review.
- Selectboard approval is needed for Toby Balivet to do tax sale in June.

Motion by Henry Pearl, 2nd by Eric Bach to authorize Wendy Somers to appoint Toby Balivet for Tax Sale. Vote 5-0-0. All in favor.

- Delinquent taxes down.
- Bulky Waste Day Money - \$2,007 in donations and \$980 for scrap metal.

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

- Roads are in rough shape and a lot of gravel has been used.
- Fielding comments from berms being too high and things in the ditches.
- Wood dump is permitted until 2023. The Town will either need to reapply or not. He would like the Selectboard's input regarding the future of the wood dump.
- Next Thursday the Road Crew will have MSHAW training.
- Radar feedback sign location has been approved to be placed on the 30 MPH sign west of the Danville sign.
- Bruce Badger Memorial Highway has had a ground slide failure. The slide is out of the town right of way and is currently on private land but it is now two feet from the public right of way. The ground effected is clay, soil with a river at the bottom

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

(a) **Bid Opening: heating oil/maintenance** –

CN Brown – oil only \$2.506 fixed
 Dead River – oil only \$2.5131 fixed for approximately 5,000 gallons
 Bournes – oil \$2.6893 and will fluctuate daily, maintenance 20% discount
 Walden Heights – maintenance only \$70 per hour
 Fred's – oil \$2.599 plus .01 cent per gallon for pdlf, maintenance \$75 per hour

Motion by Kellie Merrell, 2nd by Henry Pearl to award the oil bid to CN Brown for \$2.506 fixed and maintenance to Walden Heights at \$70 per hour. Vote 5-0-0. All in favor.

(b) **No Substance Policy (Town Field) follow up** – discussion ensued regarding draft policy.

Consensus of Selectboard is to update draft policy and send to Selectboard before next meeting.

(c) **Joess Pond** – rocks/walkway – Town to contact State for details and suggestions for correction.

Kellie Merrell suggested to speak to Amy Picotte of Agency of Natural Resources as she works with parks and recreation and will be able to suggest alternatives for accessibility and improvement to beach access.

Consensus is to explore alternatives for accessibility.

(d) **Animal Situation** – State statute discussed along with VLCT (Vermont League of Cities and Towns) information.

Consensus is to see if Constable can assist with this situation.

(e) **Update on North Danville meeting** – Henry Pearl attended the North Danville School Association and North Danville Community Center meeting which was held on Monday, May 6th. He reported on details of the meeting.

- (f) **Ecoli sampling** – Kellie Merrell discussed lab courier has changed locations. The price should be the same and the samples will start Memorial Day and end Labor Day. Sampling at Joe's Pond will be done once a week.
- (g) **Annual Check in with Town Staff** – Kellie Merrell discussed instituting an annual check in with staff to review their job duties and just a general check in to see how things are going.
- (h) **Certificate of Insurance** – The Town can inform people that through PACIF (Property and Casualty Intermunicipal Fund) a low cost special event, renter one day general liability policy can be purchased which will protect the municipality from a third-party lawsuit if a damaging incident occurs at the event. The Town requests renters/users of town buildings/areas to have a million dollar liability certificate when seeking use of a town building/area. For situations where no other liability insurance is available, PACIF makes it easy for renters to purchase a Tenant User Liability Insurance Policy (TULIP) in an online process through VLCT (Vermont League of Cities and Towns)
- (i) **Personnel Policy proposal** – changes are being implemented and the policy will be distributed.
- (j) **Rental Agreement** – discussion of generic Town Use Policy to be distributed for review of Selectboard.
- (k) **Survey** – to be discussed at next meeting.
- (l) **Ant Control** – request for expenditure of \$150 for ant treatment around exterior perimeter at base of town hall building.

Motion by Henry Pearl, 2nd by Kristin Franson to authorize the expenditure of \$150 for ant treatment around Town Hall. Vote 5-0-0. All in favor.

(m) **Executive Session – V.S.A. § 313 (a) (3)**

Motion by Eric Bach, 2nd by Kellie Merrell to enter Executive Session under 1 V.S.A. § 313 (a) (3) and to invite Wendy Somers, Keith Gadapee and Audrey DeProspero. Vote 5-0-0. All in favor.

Selectboard entered Executive Session at 8:57 pm.

Motion by Eric Bach, 2nd by Kellie Merrell to exit Executive Session. Vote 5-0-0. All in favor.

Selectboard exited Executive Session at 9:11 pm – No action was taken.

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

9. **Adjourn** - *Motion by Henry Pearl, 2nd by Eric Bach to adjourn at 9:12 p.m. All in favor.*

Minutes taken by Audrey DeProspero submitted May 17, 2019 at 11:00 am.