

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

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

Absent: Kellie Merrell

Also Present: Audrey DeProspero, Wendy Somers, Keith Gadapee, Gary Fontaine, Tennyson Marceau, Samantha Marceau, Cheryl Chandler, Michael K. Walsh, Allie Beliveau, Ava Marshia, Catrina Koch, Norman Patenaude, Guy Pearce, Clayton Cargill, Kathrin Lawlar, Spencer Morse, Liza Morse and Mike Walsh

1. **Meeting was called to order** by Chair Ken Linsley at 6:00 pm.
2. **Additions to the agenda:**
 - Dog Warrant
 - Old Cemeteries
3. *Motion by Eric Bach, 2nd by Henry Pearl to approve **minutes of Regular meeting of May 16, 2019** with changes. Vote 4-0-0. All in favor.*
4. **Visitors**
 - Danville School – OVX Club – discussion ensued regarding the Substance Policy for Town fields. The OVX Club was seeking approval and signatures of the Selectboard.

Motion by Henry Pearl, 2nd by Kristin Franson to approve the Substance Policy. Vote 4-0-0. All in favor.

- Chris Walsh – Fire Chief, Danville Fire Department

North Danville Fire Station discussion. The station is a bit small for the truck it houses however there is no plans to get rid of the truck or the building. The heating system is old, out of code and in need of repair.

Consensus is to collect information on cost to upgrade or replace the existing heating system.

Radio Tower guy wires need better visibility as pointed out in VLCT inspection. Wires are to be covered with high visibility tape/item for help in avoiding hazards.

Truck W1 – truck to be parked next door to Town Hall to put it up for sale and accept highest bid.

Selectboard requested capital equipment plan for Fire Department to help with budget.

- Paving Bids

J. Hutchins, Inc.

Joe's Brook Road \$72 a ton – total \$117,360.00

Bruce Badger Memorial Highway (pave \$101,665.00) (reclaim \$8,800.20) \$110,464.20

Pike Industries, Inc.

Joe's Brook Road \$67.35 a ton – total \$109,780.50

Bruce Badger Memorial Highway (pave \$95,098.20) (reclaim \$5,055.32) \$100,153.52

Blaktop, Inc.
Joe's Brook Road \$76.74 a ton – total \$128,923.20
Bruce Badger Memorial Highway (pave \$111,733.44) (reclaim \$5,769.02) \$128,923.20

Motion by Eric Bach, 2nd by Henry Pearl to approve and accept the bid from Pike Industries as noted above. Vote 4-0-0. All in favor.

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

- Application for Employment

Motion by Eric Bach, 2nd by Kristin Franson to approve the Application for Employment Vote 4-0-0. All in favor.

- Job descriptions - Assistant Town Clerk/Assistant Treasurer – postpone till 6/20/18
- Annual financial Questionnaire

Motion by Eric Bach, 2nd by Henry Pearl to approve and sign the Annual Financial Questionnaire. Vote 4-0-0. All in favor.

- Sexual Harassment Policy

Motion by Eric Bach, 2nd by Kristin Franson to approve and sign the Sexual Harassment Policy. Vote 4-0-0. All in favor.

- Employment Harassment and Discrimination

Motion by Henry Pearl, 2nd by Kristin Franson to approve and sign the Employment Harassment and Discrimination Policy. Vote 4-0-0. All in favor.

- Job description – Assistant to Selectboard – postpone discussion till 6/20/19.
- Job description – Zoning Administrator – postpone discussion till 6/20/19.
- Tax Sale scheduled for June 26
- Dog Warrant signed and to be forwarded to the Constable for action.
- Cash Receipts, Petty Cash and Returned Checks Policy – postpone till 6/20/19.

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

- Paving Bid opening – done under Visitors.
- Better Roads Grants approved.
- Municipal Roads Grants In Aid Program is a 80/20 grant for hydraulically connected roads, he would like to participate in the program.

Motion by Henry Pearl, 2nd by Eric Bach to participate in the MRGP Grants In Aid Program. Vote 4-0-0. All in favor

- Driveways and driveway pipes in town right of ways discussed.
- Water Andric – Class 4 section closed a portion of the road due to water breach below lower bridge. Consulted with State in regards to making a plan to do work on the road.

Consensus is for Highway Department and ANR to develop a plan and to collect specs for solutions and costs for economics and economic development.

- Culvert Extension (catch basins that drain surface water) discussed.
- Stopping traffic thru private road beside Town Hall.
- Tying in catch basins – private water into town system/storm water system.

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

(a) **Substance Policy for Town Field** – see Visitor section, Danville OVX Club.

(b) **Joes Pond** – rocks/walkway/dock

Beach – discussion ensued regarding installation of handrail along with ADA requirement and 'readily achievable' (readily achievable means that providing access is easily accomplishable without much difficulty or expense). Left side of beach is more easily water accessible than right side, however requestor wants to use right side as it is closer to pavilion.

Dock – more research needs to be done and more investigation is required.

(c) **Update on North Danville meeting** – Eric Bach noted their discussion was on cost and budget items. They were very much open to establishing cost savings ideas. Their next meeting is on August 3rd and ongoing expenses will be looked into. They did agree with standardization of items and grant seeking and are open to suggestion and changes.

(d) **Personnel Policy proposal** – postponed till 6/20/19.

(e) **Danville Town Parks Rental Agreement** – reviewed by Selectboard.

Consensus is for generic Town Parks Policy to be used.

(f) **VT Microcell Interest Survey – Ken Linsley** – discussion ensued regarding wireless coverage in unserved areas.

(g) **Calex Agreement** – discussion ensued regarding previous counter offers and presentation not being brought to Calex board.

Motion by Henry Pearl, 2nd by Kristin Franson for the Town to pay the quarterly payment owed to Calex less the \$5,000 pending completed negotiations regarding plowing. Vote 4-0-0. All in favor.

(h) **Dog Warrant** – under Town Clerk section.

(i) **Old Cemeteries** – Eric Bach and Liam Carcoba went to visit all the cemeteries for Liam's Eagle Scout project. Liam will put together a proposal and then bring it to the Selectboard.

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

9. **Adjourn** - *Motion by Eric Bach, 2nd by Henry Pearl to adjourn at 8:38 p.m. All in favor.*

Minutes taken by Audrey DeProspero submitted June 10, 2019 at 2:00 pm.