

Town of Danville
Selectboard Minutes
December 19, 2019
Danville Town Hall (6:00 pm)

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

Others Present: Wendy Somers, Keith Gadapee, Audrey DeProspero, Craig Morris, Bill Bailey, Jim Brimblecombe, and Stub Parker

1. **Meeting was called to order** by Chair Ken Linsley at 6:00 pm.
2. **Additions to the agenda:**
 - LVRT (Lamoille Valley Rail Trail)
 - Feasibility Study for Regionalization of Fire Protection Services
 - OVX
 - Employee of Town
3. *Motion by Kellie Merrell, 2nd by Eric Bach to approve **minutes of Public Hearing meeting of December 5, 2019**. Vote 5-0-0. All in favor.*
4. *Motion by Eric Bach, 2nd by Kellie Merrell to approve **minutes of Regular meeting of December 5, 2019**. Vote 5-0-0. All in favor.*
5. **Visitors**
 - Walter McNeil, NEKWMD – not in attendance
 - Utility Partners: Jim Brimblecombe & Stub Parker

Ken Linsley noted the DRB informed him of the conceptual discussions of a request for residential and commercial usage for a property on Route 2.

Ken Linsley discussed capacity of sewer and coming close to the 80% usage which would require state review.

Jim Brimblecombe discussed infiltration, feeding of streams, sump pumps and roof drains. Infiltration would identify any issues. Jetting of the lines and camera work would be required to determine the next steps. The cost could be upwards of \$10,000. Doing these items may alleviate a study, as the cost for an engineering study could be upwards of \$20,000 and then the Town would need to correct any issues found which would cost more money. Staying below the 80% threshold would make permitting easier and not involve the state. Flows have increased over the spring and if brakes are found in the lines they would need to be fixed. The lines would also need to be cleaned.

Ken Linsley suggested for Jim Brimblecombe to work up estimates for various steps.

Jim Brimblecombe suggested the Town start by checking into sump pumps and roof drains to see if they are tied into the system along with a mailing to residents regarding these items.

Consensus is to do a residential mailing about sump pumps and roof drains to give residents information on these items and to let residents know that home inspections may be done during the upcoming town wide home appraisal.

- **Town Clerk** (Wendy Somers) - Nothing to report

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

- College student was interested in the open position however he could only work until January. Keith Gadapee suggested removing the posting for the vacant part time position as the Highway Department is currently able to cover the vacancy.

Consensus is to remove the vacant position postings.

- Capital Equipment Fund – money allocated to be paid for the grader which didn't cost as much as expected had left a balance which was transferred to the General Budget is being requested by Keith Gadapee to be allocated back to the Equipment Fund.

Ken Linsley discussed doing such when they set the budget for next year.

Wendy Somers noted it could be done within the current year and they did not have to wait for the next budget year.

Keith Gadapee discussed allocated funds, not putting them in the carryover and keeping them in the Capital Equipment Fund.

Ken Linsley agreed subject to review by the Auditors.

Consensus is for Wendy Somers to discuss with Auditors.

- Equipment Failure – the cost is approximately \$15,000 and the transmission is being repaired however it is not a warranty job but there may be compensation through another vendor's error.
- Pagers – consideration of pager usage for Highway Crew as there are four interested employees who have issues with cell phone service.

Consensus is to add to next year's budget.

- Joe's Brook Grant money has been received.
- First draft of drainage plan for the Town Hall parking lot has been received. No estimates for cost have been received but more information is forthcoming.

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

(a) **Highway Pick Up Truck Bid** – six bids submitted:

St. J Auto Buick GMC - \$19,515.00
Twin State Ford - \$22,525.00
Lebanon Ford \$23,000.00
Autosaver Ford - \$13,064.00
Crosstown Motors - \$24,724.00
Saint J Automobile Company - \$17,133.00

Motion by Henry Pearl, 2nd by Kellie Merrell to purchase the 2019 RAM 3500 Tradesman R9399 from St. J Automobile Company. Vote 5-0-0. All in favor.

- (b) **V2V (Village to Village)** – The V2V Implementation Lead, Kate Whitehead was seeking one Selectboard member to be part of the informal project committee.

Eric Bach volunteered.

- (c) **Chase & Chase** – Selectboard is exploring options as system is coming close to 80% capacity.

- (d) **Cannabis Resolution relating to S.54** – Consensus was not to sign document.

(e) **Budget**

Special Meeting scheduled for Thursday, January 9th to discuss budget only.

Medical costs reviewed. Employees currently have Blue Cross and Blue Shield (BCBS) of Vermont Platinum Plan. The 2020 plan is about a 12.5% increase over 2019. Discussed was to have a BCBS Representative come to do overview of coverages for employees. Health insurance comparisons reviewed in detail.

Motion by Eric Bach, 2nd by Henry Pearl to move to the Blue Cross Blue Shield Gold Standard Plan from the Blue Cross Blue Shield Platinum Standard Plan. Vote 5-0-0. All in favor.

Ken Linsley noted he attended Cyber Security Awareness Training in Norwich. Cyber security is a high level of concern and he thought it should be put in the upcoming budget.

(f) **Lamoille Valley Rail Trail (LVRT)** – Letter from Attorney Hans Huessy requesting statement of support for LVRT be put on the Town Meeting agenda.

Selectboard discussed information and noted that the information could be put under Other Business and receive a vote from the floor.

Kellie Merrell suggested LVRT statement of benefits be put on the Town's website.

(g) **Feasibility Study for Regionalization of Fire Protection Services** – Chris Walsh not in attendance.

(h) **OVX** – Students from the school will be present at the January 16th Selectboard meeting to present their proposal for the Joe's Pond area and beach.

(i) **Employee of Town** – Ken Linsley noted he received a letter of resignation from the Zoning Administrator who has decided to retire after twenty years of service with the town effective December 26th, 2019.

Consensus is to have the Selectboard Assistant cover the position on an interim basis and post the vacant position.

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

Ken Linsley noted he would not be available to sign the end of year financial orders.

Eric Bach volunteered.

Motion by Henry Pearl, 2nd by Kellie Merrell to approve Eric Bach signing the end of year financial orders. Vote 5-0-0. All in favor.

9. **Executive Session 1 V.S.A. § 317 (c) (7) Employee Evaluation**

Motion by Kristin Franson, 2nd by Eric Bach to enter Executive Session under 1 V.S.A. § 317(c)(7) Employee Evaluation and to invite Audrey DeProspero and Keith Gadapee. Executive Session entered at 8:53 pm. Vote 5-0-0. All in favor.

Motion by Kristin Franson, 2nd by Eric Bach to leave Executive Session at 9:13 pm. Vote 5-0-0. All in favor. No action taken.

10. **Adjourn** – *Motion by Henry Pearl, 2nd by Kellie Merrell to adjourn at 9:13 p.m. All in favor.*

Minutes taken by Audrey DeProspero submitted December 24, 2019 at 1:00 pm.