

Town of Danville  
Selectboard Minutes  
May 21, 2020  
Danville Town Hall (6:00 pm)

**Board Members Present Using Zoom:** Kellie Merrell, Henry Pearl, Kristin Franson and Eric Bach

**Board Members Present:** Ken Linsley

**Others Present:** Audrey DeProspero

**Others Present Using Zoom:** Craig Morris and Walter McNeil

1. **Meeting was called to order** by Chair Ken Linsley at 6:00 pm.
2. **Additions to the agenda:** Walter McNeil, NEKWMD and Informational Updates
3. *Motion by Henry Pearl, 2<sup>nd</sup> by Kristin Franson to approve **minutes of Regular meeting of May 7, 2020.** Vote 5-0-0. Unanimous.*
4. **Visitor**
  - Walter McNeil, NEKWMD

The District met in April and May via Zoom. A line of credit was applied for and granted through Community Bank. The request was done in case money is needed. A Food Waste Grant was received so a location for a collection site is being sought. Annual elections were done and Walter McNeil is no longer the Clerk, he is now the Vice Chairman. The location accepting plastic is closed because of COVID-19 which is making it difficult on the District to get rid of plastic. Cardboard on the other hand has increased in price. The District office is open to take recyclables if people do not feel safe at the local facilities as the local facilities are much smaller than the District. Household Hazardous Waste can also be brought to the District.

5. **Town Clerk** (Wendy Somers) absent
  - Opening to Researchers on Tuesday.
6. **Highway Foreman** (Keith Gadapee) absent
  - Curb Cut for driveway on Dole Hill Road, location UE002-034.000, for a new house.

*Motion by Henry Pearl, 2<sup>nd</sup> by Eric Bach to authorize Ken Linsley to sign on behalf of the Selectboard, the Curb Cut on Dole Hill Road for applicant Chuck Believeau. Vote 5-0-0. Unanimous.*

- Curb Cut for access and driveway on McDowell, location Th026-008.000.

*Motion by Kellie Merrell, 2<sup>nd</sup> by Henry Pearl to authorize Ken Linsley to sign on behalf of the Selectboard, the Curb Cut on McDowell for applicant Joseph Csiki III. Vote 5-0-0. Unanimous.*

7. **Issues and Information** (All)
  - (a) **Food Truck/Use of Recycle Center Parking Lot** – discussed was creating an agreement which would set ground rules for the current request and any future requests. Specific guidelines, procedures and criteria need to be established such as only allowing use by Danville residents, trash removal, insurance requirements, possible rental fees and any conflicts with NEKWMD to be worked out between user and NEKWMD. This discussion will be set for the next Selectboard meeting.

*Consensus is to grant use to Craig Morris for Sundays 12 (noon) to 7pm and Mondays 10 am until 7pm for four weeks on a trial basis on June 7 & 8, 14 & 15, 21 & 22 and 28 & 29 with the rental fee waived as Craig Morris will gather data for this trial run for the Selectboard however a million dollar liability policy naming the Town of Danville as additional insured is required.*

- (b) **Bike Blessing Update** – Informational only - Curtis Larrabee previously received permission to host a Bike Blessing on the Green on June 13 however he has asked for a date change to Saturday, August 29.
- (c) **Toilets on the beach** – Informational only – The West Danville Community Club has decided not to put portable toilets at the beach and the portable toilet at the park and ride is being removed.
- (d) **Sign Board Expenditure** – the Selectboard has a sign board which is used to post Wood Dump days and other items however it is in need of an upgrade. Audrey DeProspero is requesting to expend \$124.99 for a new sign board.

*Motion by Kellie Merrell, 2<sup>nd</sup> by Eric Bach to authorize Audrey DeProspero to expend \$124.99 for a new sign board. Vote 5-0-0. Unanimous.*

- (e) **Zoom Expenditure** – the Selectboard has been using Zoom to conduct their meetings and if an additional month of Zoom is required then an expenditure of \$15.89 is required.

*Motion by Henry Pearl, 2<sup>nd</sup> by Kristin Franson to authorize the expenditure of \$15.89 for an additional month of Zoom. Vote 5-0-0. Unanimous.*

- (f) **Bulky Day Reminder** – Bulky Day is scheduled for May 30<sup>th</sup> from 8am until 3pm at the Wood Dump located at 1326 Bruce Badger Memorial Highway. Selectboard volunteers are as follows: 8 am to 10 am = Eric Bach, 10 am to 12 noon = Kristin Franson and 12 noon to 3 pm = Henry Pearl

Assistance with offloading of vehicles will not be done as it has been in the past due to COVID-19. Dumpsters will be set up differently and persons bringing items to the wood dump will be required to wear masks for the safety of participants. CDC guidelines will need to be followed or persons will be turned away.

- (g) **2020 Rules of Procedure** – discussed was keeping the document similar to the previous with changes such as adding reference to retention schedules in accordance with the state retention guidelines. Document to be updated and forwarded to each Selectboard member for electronic signature.
- (h) **COVID19** – no new items to report. Discussed was quarantine restrictions, pretesting, and timeframe of results.
- (i) **Informational updates:**
  - America Strong fly over is scheduled for Friday at 1pm.
  - Active House Bill 954 may change how the collection of taxes for schools are done.
  - The Lister's note to NEMRC regarding suspending future payments has gotten NEMRC to respond and actively start working with the Listers.

## 8. **Financials: Orders to review and sign**

*Motion by Kellie Merrell, 2<sup>nd</sup> by Eric Bach to authorize Chair Ken Linsley to review and sign the Financial Orders on behalf of the Selectboard. Vote 5-0-0. Unanimous.*

## 9. **Adjourn** – *Motion by Eric Bach, 2<sup>nd</sup> by Henry Pearl to adjourn at 7:10 p.m. All in favor.*

Minutes taken by Audrey DeProspero submitted May 22, 2020 at 2:38 pm.