

Town of Danville
Selectboard Minutes
November 19, 2020
Danville Town Hall (6:00 pm)

Board Members Present Using Zoom: Eric Bach, Kristin Franson, Henry Pearl and Kellie Merrell (8:14 pm)

Board Members Present: Ken Linsley

Others Present Using Zoom: Keith Gadapee, Erica Ferreira, Mary Anne Cassani, Nelson Ferreira and Diane Sherwood

Others Present: Audrey DeProspero, Louis Cassani, and Chad St. Marie

1. **Meeting was called to order** by Chair Ken Linsley at 6:00 pm.
2. **Additions to the agenda:**
 - WiFi hot spot
3. *Motion by Eric Bach, 2nd by Kristin Franson to approve **minutes of the Regular meeting of November 5, 2020 as written. Vote 5-0-0. All in favor.***
4. **Visitor**
 - Walter McNeil – NEKWMD – the District held their meeting November 10th via Zoom. The budget was voted on and is up \$12,000 from last year. Recycle pick up for the Town has increased from \$45 to \$49 (a \$4 increase per week), and the per capita assessment has increased from 90 cents to 94 cents based on Town population.
 - Chad Ste. Marie – Cannabis Ballot Vote – seeks to have the Selectboard put a Warrant Article on Town Meeting ballot for residents to vote on whether they want to allow business or not to sell, grow or process cannabis in the Town. Normally a person would need to get 5% of registered voter signatures for an item to be put on the ballot however COVID-19 is making it difficult to do such.

Ken Linsley noted the Selectboard could put it on the ballot as a Warrant Article or ask that it go through the petition process to put it on the ballot.

Eric Bach felt the safer way was to put this item on the Warning. Also, by doing so, it would get voter feedback on the subject.

Henry Pearl to look into legislative wording for ballot for the next Selectboard meeting.
5. **Town Clerk** (Wendy Somers) - absent
6. **Highway Foreman** (Keith Gadapee)
 - New radar speed sign installed on Peacham Road. Other sites are prepped and ready for the sign.
 - Application for Better Roads Grant for 11 new culverts, stone ditching and resurfacing is being applied for. The site chosen is Tampico Road near Steve Parker's residence.
 - VT Local Roads training is scheduled for December 2nd and it is important to sit in on this discussion regarding how Municipal Highway Crews may or may not deal with COVID-19, however Keith Gadapee is unable to attend and will send the information to the Selectboard so someone can attend in place of him.
 - Dealing with COVID-19 with the Highway Department regarding Town contingency plans as to when they are effective and requests Selectboard advice, do they want to form a Committee or give him guidance when this happens? If one person gets it, then everyone will be contract traced and will be forced to test. It could be three days of people not working and others may become positive.

Eric Bach discussed a supplier he deals with has tests that give results in 15 minutes. The supplier cannot sell direct to anyone however he will get contact information for municipalities.

Keith Gadapee printed out CDC questions for employees and noted person may have to be sent home if they have been exposed. He noted if someone in the family gets a positive test, then the employee is asked to take a test and cannot come back to work unless they quarantine or if work says they can. He wants to be ready if this happens and seeks Selectboard guidance.

Keith Gadapee noted towns are looking to other towns for mutual aid, tweaking their current policy or creating one.

Kristin Franson wondered if a list of persons willing to help could be put together.

Keith Gadapee noted other towns are using local contractors but wondered if Danville did that would they ask the contractor to use Town equipment or their own.

Ken Linsley was concerned with risk and persons not knowing the roads as well as our employees.

Eric Bach noted they would need to be clear with town folks regarding plowing of town roads. Persons would need to understand and be aware of the current situation. Having a policy now would be better before something happens.

Keith Gadapee was concerned with the waiting time of folks not going to work until they receive results.

Eric Bach discussed wait time noting there are procedures to follow to alleviate the wait time and he would be able to help with a policy and procedure.

Keith Gadapee requested written procedures to follow.

- Waiting on estimates for the Peacham Road project. He would like to put this project to a Town vote. The road has not been done in 22 years.

Ken Linsley spoke of using the local bank as they did with the Fire Truck purchase.

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

- (a) **Winter Maintenance Policy Amendment** – Keith Gadapee – there are parking bans in cities during snow fall which is similar to the Town's Winter Policy regarding parking outside the right-of-way (ROW) during winter. There are problems with residents parking in the ROW other times of the year. Request is to tweak the ROW ordinance to cover the rest of the year not just winter. Plow trucks could damage items in the ROW and he would like new wording so that he could give to the Sheriff to enforce.

Consensus if for Keith Gadapee to work on a right-of-way amendment.

- (b) **Rescue Building – gutters** – Audrey DeProspero – a quote from S.N.J. Seamless Raingutters for the Rescue Building has been received in the amount of \$700 to install 62' of 5" seamless rain gutters and 20' of 2x3 downspouts. Other companies were contacted but only one submitted quote. The request for installation of a rain gutter was brought forth by Bob Larose when maintenance was being done on the Rescue Building. It was noted that the east side eaves did not have one continuous piece of gutter as the other sides did. Suggested was to have one installed to help with the rot issue.

Eric Bach wondered if there was a specific reason that this one side did not have a rain gutter installed and wanted to check in to the reason before approving.

- (c) **Resignation** – Bob Larose has turned in his resignation as the recycle manager/monitor effective January 1, 2021.

Ken Linsley noted the position should be posted so not to rely on volunteers because training would need to be done constantly. A person would be required for 4 ½ hours in winter and 5 ½ hours during summer months.

Suggested was to post at the Department of Labor, Front Porch Forum, Town website, NEKWMD and Indeed.

Consensus was to send Bob Larose a letter of thank you for his 16 years of service.

- (d) **Class 4 Roads (reference Water Andric, Bettylou Sherry, Erica Ferreira)**

Bettylou Sherry

Ken Linsley discussed letter received from Bettylou Sherry who was in support of giving up the Class 4 Road that passes through her property (Joe's Brook to Water Andric).

Consensus is that nothing is required to be done as Town is not giving up road.

Class 4 Roads

Keith Gadapee noted he has been looking at the Town Road map as he has received a 1940 document to throw up roads. He is looking into Ancient Road act, Class 4 Roads and working with the State.

Henry Pearl noted he will speak to Toby Balivet (Town Attorney) about the 1940 document to see if it is a true document as there are a few roads listed on the map that are not Class 4 Roads.

Ken Linsley spoke of Act 73 and wondered how it was treated in the courts with respect to the 1940 document.

Keith Gadapee's concerns were throwing up roads and land locking persons which would need resolving in the courts.

Erica Ferreira - Old Homestead

Henry Pearl discussed Section 3B of the Class 4 Highway and Trail Policy.

Erica Ferreira asked for reconsideration to provide winter maintenance for the public necessity and good. Years previous Joe's Pond had summer shacks, over time there is more residents and retirees living in that area. She feels Joe's Pond is easily distinguishable from other Class 4 Roads in Town. She requested to be considered with equity issue as their tax dollars are higher. There has been changing circumstances due to safety, access to schooling and emergency services, which would be helpful to residents. She sought plowing on a trial basis as this area is densely populated than other roads. She feels it is good for the community.

Eric Bach discussed width of road and location of buildings not making the road easily manageable. Also discussed was previous meeting whereas a discussion was had about bringing the road up to Class 3 standards.

Kristin Franson discussed criteria and classification of roads noting that Erica Ferreira's points were valid.

Keith Gadapee noted the area could be plowed with the small pick-up. Plowing would need to be done to Old Homestead and Brown as to create a loop to go in and out. With plowing comes damage. Mailboxes are the only protected item and the fences in that area are extremely close to road. Grass sometimes gets rolled up so residents will need to accept these damage issues. Plowing the area will not be easy however if instructed by the Selectboard he will do his best.

Diane Sherwood noted Dana Calkins has come through with large equipment and has not damaged anything. She also noted there were no mailboxes on the road.

Louis Cassani noted putting a loop on Brown Road would make it easier.

Henry Pearl wondered if the Selectboard could try this for one winter and not fully commit.

Ken Linsley noted the Town had 22 ½ miles of Class 4 roads and other Class 4 residents may want the same service.

Kristin Franson wondered what residents paid for previous year's plowing.

Diane Sherwood noted it varied with Dana Calkins as it depends on snow.

Erica Ferreira discussed cost creating an equity issue in determining how to charge each residence.

Keith Gadapee noted there were different levels of Class 4 roads in Town and if the Selectboard told him to plow all the Class 4 roads that would be a hurdle as some have trees growing up threw them.

Diane Sherwood inquired how many other year round residents lived on other Class 4 roads.

Keith Gadapee noted Red Bard Road would be a comparison to Old Homestead and there were several age groupings.

Kristin Franson discussed treating everyone fairly in Town.

Keith Gadapee wondered about mud season and if service would need to be provided then.

Eric Bach discussed long term feasibility and liability.

Kristin Franson discussed having definitive guidelines for Class 3 and Class 4 roads. Suggested criteria be created such as number of houses, square footage, etc.

Eric Bach suggested pulling together mileage and feasibility of other roads that compare to Old Homestead.

Consensus is for Ken Linsley and Keith Gadapee to collect more information and bring to next Selectboard meeting.

Water Andric

Selectboard discussed legality of moving Class 4 road to trail and then reverse.

Consensus is to leave the road alone as a Class 4 Road that is not maintained and to leave the barriers in place to limit motorized vehicles. If complaints are received then the barriers can be removed and signage can be put up indicating road impassible.

- (e) **Town Property Criteria List & Schedule** – Eric Bach – discussed spreadsheet listing down payments and costs.
- (f) **Town Meeting 2021 (format and plan)** – Ken Linsley – proposed questions for what format Selectboard want to use for Town Meeting along with dates legally required by State, will the meeting be Zoom meetings and in person meetings, how will information be distributed to residents and how many information meetings will be held.

Henry Pearl discussed Town Meeting by Australian ballot and one day to vote.

Eric Bach discussing using Town Meeting to vote and not having as much of in person meetings but more on line meetings.

Henry Pearl discussed mailing ballots and wondered if one would be mailed to every resident or would residents request ballots to be mailed.

Eric Bach thought it would be easier to mail everyone a ballot.

Ken Linsley discussed State paid postage to mail ballots to everyone and to return whether they dropped in box or mailed. Suggested was to have the standard postage notation on envelopes 'postage paid by addressee' whereas then the Town would pay for mailed ballots and not those dropped off at Town Hall.

Eric Bach suggested offering remote locations for Zoom and using school for in person voting along with the use of churches for in person points.

Kristin Franson discussed voting at school and having remote locations as churches whereas there would be a couple of facilitators or coordinators.

Ken Linsley noted there was a lot to decide on such as informational meeting, candidate's night, timeline, deadlines and ballot distribution.

Informational Items: Ken Linsley –

- WiFi Hot Spot – State is offering free access for local hot spots. Free public access to residents who are underserved. Currently Danville residents have access to WiFi from outside the North Danville Community Center, Library, and School. The State helps the Town get set up however they do not cover the reoccurring cost. Possible other locations discussed was Bandstand and Masonic Lodge.

8. Financials: Orders to review and sign

Motion by Eric Bach, 2nd by Henry Pearl to authorize Chair Ken Linsley to review and sign the Financial Orders on behalf of the Selectboard. Vote 5-0-0. All in favor.

9. **Adjourn** – *Motion by Henry Pearl, 2nd by Eric Bach to adjourn at 8:56 p.m. All in favor.*

Minutes taken by Audrey DeProspero submitted November 24, 2020 at 9:00 am.