

Town of Danville  
Selectboard Minutes  
March 18, 2021  
Danville Town Hall (6:00 pm)

**Board Members Present Using Zoom:** Eric Bach, Kristin Franson, Peter Griffin and Kellie Merrell

**Board Members Present:** Ken Linsley

**Others Present Using Zoom:** Clayton Cargill, Greg Prior, Christy Burns, Keith Gadapee, Ginny Incerpi, Jacon Mayer, Sam Bromberg

**Others Present:** Audrey DeProspero, Walter McNeil, Hannah Morris, Wendy Somers, Chris Burns and Scott Burns

1. **Meeting was called to order** by Chair Ken Linsley at 6:00 pm.
2. **Additions to the agenda:**
  - Sewer Plant Renewal
  - Fire Truck Incident
  - Get Well Card
3. *Motion by Eric Bach, 2<sup>nd</sup> by Peter Griffin to approve **minutes** of the **Regular meeting of March 4, 2021** as written. Vote 5-0-0. All in favor.*
4. **Visitor**
  - Walter McNeil – NEKWMD – 2021 budget passed. Lyndon did not vote for budget due to the ongoing litigation (taxation) with the district. NEKWMD received a \$250,000 grant through ANR (Agency of Natural Resources) for organics (disposal of food waste). Thirty tons a year are processed through NEK Waste District.  
  
Peter Griffin inquired where the money would come from if the District settled with the Town of Lyndon.  
  
Walter McNeil noted tipping fees and grants. He also noted that the District was negotiating with Lyndon.
  - Hannah Morris – Renting of parking lot next door to Town Hall – owns Portland Street Ice-cream shop and currently purchased a 10x16 building on skids that she would like to temporarily place for one or two years on the empty lot next to the Town Hall building. The Town owns the lot which is currently being used as a parking lot. Hannah Morris seeks a lease with the Town or to rent the space from April until Labor Day, approximately four to five months.

Eric Back spoke about Town Hall Use Policy.

Hannah Morris noted she was working with the Train Station Committee to use the train building however they are only in the planning stages for building use and she is seeking a location to use immediately.

Kellie Merrell suggested giving Hannah a copy of the Town Hall Use Policy to review.

Ken Linsley noted there was no water on the location as it was shut off when the house was removed.

Keith Gadapee noted the water pipe was still in the ground and just needed to be located. The sewer pipe was capped off and just filled over. Power came from overhead and a pedestal would be needed to get power turned back on.

Expenses and infrastructure to be further discussed and policy reviewed.

- Christy (Chris) Burns – Traffic on Route 2 – there are three crossings through West Danville which have foot traffic: two trail crossings and one pedestrian crossing. The posted speed limit is 35 mph and no one does that speed. There is high concern for speeding in the West Danville area. The speed limit goes from 50 mph to 35 mph. Being sought are flashing signs in the West Danville area to bring attention to the speed limit.

Ken Linsley noted the speed has been a point of concern for many years. The Town uses the Sheriff to watch that area and other roads in Town. Route 2 is a State Highway and the Town is not allowed to put flashing signs on a State Highway without AOT approval. Speeding is a safety issue and should be addressed by the State of Vermont. The moveable Town speed sign can only be placed on Town roads however the Sheriff could put a speed sign in the West Danville Area.

Kellie Merrell discussed history of continuous issues and Village to Village (V2V) marking out areas to control traffic such as a traffic circle and moving the parking area to Hasting Store side of road. Kellie Merrell suggested having a conversation with VTrans and to reach out to Senators Kitchel and Pearl.

Sheriff's contract was discussed.

Ken Linsley suggested Chris Burns set up a meeting with AOT and to invite the Town.

- Clayton Cargill & Greg Prior – Recycling

Clayton Cargill thanked the highway Department for cleaning up the parking lot.

Greg Prior noted he was willing to produce a recycling statistics report for the Selectboard on a monthly basis.

Ken Linsley inquired what the Selectboard could do to help them.

Clayton Cargill noted the Recycle Center could use more signs.

Discussed was the issue of vaccinated people and their requirement to still wear masks. Posting a 'Mask required' sign was also discussed.

Clayton Cargill discussed people bringing their garbage and using the small garbage bin in the Recycle Center. Noted was the garbage bin there was for Town use only.

Kellie Merrell suggested to Clayton Cargill and Greg Prior to gauge the space they would need in the new center.

Clayton Cargill discussed capacity and expanded use.

Keith Gadapee noted Town equipment would be separate from the public and the development of a site plan was still in the development stages.

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

- Liquor Permit – Red Barn Brewing LLC (renewal) 1<sup>st</sup> Class and Outside Consumption.

*Motion by Eric Bach, 2<sup>nd</sup> by Kristin Franson to approve the 1<sup>st</sup> Class and Outside Consumption Liquor Permit Renewal for Red Barn Brewing LLC. Vote 5-0-0. All in favor.*

- Liquor Permit – Hastings Store (renewal).

*Motion by Eric Bach, 2<sup>nd</sup> by Kristin Franson to approve the Liquor Permit Renewal for Hastings Store. Vote 5-0-0. All in favor.*

- Annual Internal Financial Controls Checklist for Municipalities.

*Motion by Kristin Franson, 2<sup>nd</sup> by Eric Bach to approve Ken Linsley to sign on behalf of the Selectboard the Annual Internal Financial Controls Checklist for Municipalities. Vote 5-0-0. All in favor.*

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

- Permission to go after Class II Paving Grant due April 15<sup>th</sup>. Submission will be the same as last year and the Town has two years to complete the job.

*Consensus is to resubmit the same as last year (last section of Joe's Brook Road) for the Class II Paving Grant.*

Ken Linsley noted the Transportation Funds were more significant according to VLCT.

- Three applications received for the open Full Time position. Zoom interviews will be conducted next week. He is seeking a Selectboard member to sit on the interview committee. Interviews will start on Monday.

Kristin Franson was chosen for the Interview Committee as she is familiar with HR.

- Peacham Road job – bid information is to go out. Would like to start work immediately so that it will be paved before school starts.
- Sand Contractor – should bid be as normal or go to same vendor. Previous years has been the same contractor who has come in with lowest bid.

Ken Linsley suggested to get the quote for delivery of sand.

Keith Gadapee to reach out to vendors.

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

(a) **Set Date & Time for Zoning Bylaws Public Hearing**

*Consensus is for Hearing to be at 6pm on Thursday, April 15<sup>th</sup> (regular Selectboard meeting date).*

- (b) **Town Hall Personnel Policy/HR** – Kristin Franson – The Health Insurance Stipend information has been updated in the Town Hall Personnel Policy (page changes 12 and 47). Employees who receive a Personnel Policy are asked to sign, if they are not in agreement and will not sign the witness is to write that the policy was presented to the employee and date the document.

*Motion by Eric Bach, 2<sup>nd</sup> by Peter Griffin to approve and accept changes on pages 12 and 47 as presented. Vote 5-0-0. All in favor.*

- (c) **American Rescue Plan (ARP) Municipal Monies (VLCT Advocacy #10)** – Ken Linsley – The Town is to receive somewhere around \$210,000 however it is not known what the Town can spend the money on. The Treasury Department has not established regulations as to what the money can be used for. VLCT has offered a support program to provide guidance to recipients to allocate, expend and account for this money. The money is being allocated because of Federal funds to state, county and municipalities. The money is coming for a variety of things however there are restrictions on how it can be used.

- (d) **Sewer Plant Renewal** – Ken Linsley – required to submit renewal paperwork for the sewer plant which is due at end of month. The renewal cost is \$360.

*Motion by Eric Bach, 2<sup>nd</sup> by Kellie Merrell to approve renewal for discharge permit for Wastewater Treatment Facility. Vote 5-0-0. All in favor.*

- (e) **Fire Truck** – Eric Bach – isolated incident. The fire truck has a 1,000 gallon tank on it and movement of water has a weight of 7,000 pounds. The driver, Roland Heath is an experienced driver and Keith Gadapee had sanded the road prior to the accident. No one is blaming anyone. When Eric Bach was on the Rescue Squad there was a certification for Emergency Vehicle Diving class that was presented by the Barrett Insurance Agency. Suggested was for the Fire Department persons to take the course. Taking the course also helps with insurance costs and course information can be gotten through Barrett Insurance. The fire truck is heavily damaged and an adjuster will be coming to look at the truck. The cost to fix the truck may exceed the value of the vehicle.

- (f) **Get Well Card**

*Consensus is to send a Get Well card to Roland Heath.*

- 8. Financials: Orders to review and sign

*Motion by Eric Bach, 2<sup>nd</sup> by Peter Griffin 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 Eric Bach, 2<sup>nd</sup> by Kellie Merrell to adjourn at 7:37 p.m. All in favor.*

Minutes taken by Audrey DeProspero submitted March 22, 2021 at 10:00 am.