

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

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

Board Members Present: Ken Linsley

Board Members Absent: Eric Bach

Others Present Using Zoom: Keith Gadapee, Richard Benoit, Jenni Lavoie, Norm Pattenaude (Pike), Craig Morris, Clayton Cargill, Jack Beauparlant (Cuttin' It Close Landscape), Sam Bromberg, Greg Prior and Tim Cramer

Others Present: Audrey DeProspero, Brian Henderson, Glenn Herrin and Wendy Somers

1. **Meeting was called to order** by Chair Ken Linsley at 6:00 pm.
2. **Additions to the agenda:** None
3. *Motion by Peter Griffin, 2nd by Kristin Franson to approve **minutes** of the **Regular meeting of April 15, 2021** with change to page 2, 2nd line (Eric Bach noted political groups were permitted if person were without signs – changing with to without). Vote 4-0-0. All in favor.*
4. **Visitor**
 - Brian Henderson, DRB Chair – New DRB Alternate Member Jenni Lavoie – introduced Jenni Lavoie as Alternate member to the DRB. Jennie will be an enormous asset to understand the intent of the bylaws.

Motion by Kristin Franson, 2nd by Peter Griffin to appoint Jenni Lavoie to the DRB Commission as Alternate for a term of three years (2021-2024). Vote 4-0-0. All in favor.

- Glenn Herrin – Bylaw – couple of errors to the referenced documents have been updated. Glenn Herrin checked with NVDA and they noted it was okay to update.

Consensus was to approve and accept the final version for publication with the draft marking removed and corrected referenced documents.

- Glen Herrin – LEMP (Local Emergency Management Plan) – towns adopt LEMP every year. They are due 14 days after a declared disaster. Danville's plan has had minor changes to the contact information and has all the required documentation and needed information. The adopted document will have the Selectboard Chair's name on it.

Motion by Peter Griffin, 2nd by Kellie Merrell to adopt the Danville Local Emergency Management Plan (LEMP) for 2021 and approve signature of Ken Linsley. Vote 4-0-0. All in favor.

5. **Town Clerk** (Wendy Somers)
 - Liquor License for Outside Consumption for Goodfellas Restaurant for a 30x60 roped in border and monitored deck area behind the building on the grass.

Motion by Kellie Merrell, 2nd by Peter Griffin to approve Goodfellas to expand their Outdoor Consumption area per application. Vote 4-0-0. All in favor.

- Political Posters – Politicking at the Polling Place/Town Property

Various changes were suggested.

Wendy Somers suggested to review and talk to VLCT and Secretary of State about the document and to bring back to the Selectboard.

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

- Bids – Peacham Road Reclaiming & Paving and Evergreen Lane Paving

Pike

Peacham Road

Reclaiming 37,200 square yards – 85 cents per square yard, total \$31,620.00

Paving 8,475 tons – \$65.25 per ton, total \$552,993.75

Evergreen Lane Paving

Paving 420 tons – \$65.25 per ton, total \$27,405.00

Grand total \$612,018.75

Black Top, Inc.

Peacham Road

Reclaiming 37,200 square yards – 99 cents per square yard, total \$36,828.00

Paving 8,475 tons – \$71.12 per ton, total \$602,742.00

Evergreen Lane Paving

Paving 420 tons – \$71.12 per ton, total \$29,870.40

Grand total \$669,440.40

J. Hutchins, Inc.

Peacham Road

Reclaiming 37,200 square yards – \$1.50 per square yard, total \$55,800.00

Paving 8,475 tons – \$71.25 per ton, total \$603,843.75

Evergreen Lane Paving

Paving 420 tons – \$71.25 per ton, total \$29,925.00

Grand total \$689,568.75

Discussed was bids being a bit higher than the estimated \$606,000 listed in the Town Warning.

Kellie Merrell read the Warning.

Discussed was using Class 3 monies to pay for the additional \$6,000 needed.

Motion by Kristin Franson, 2nd by Kellie Merrell to award bid to Pike as they are the lowest bidder for the Danville Peacham Road. Vote 4-0-0. All in favor.

- Route 2 Sign Request

Keith Gadapee revisited a prior request from Christy Burns regarding assistance with traffic in the West Danville Village. Selectboard had suggested Christy speak with State AOT as the Route 2 is a State road not a Town road. AOT contacted Keith and informed him if the Town wants to put something on Route 2 then the request has to come from the Town not the resident. Keith Gadapee inquired if this was something the Selectboard wanted to do.

Kellie Merrell suggested to write a letter to the Senator and Representatives of the area to bring this to their attention. Kellie thought this may be an opportunity to use Federal money available to Towns for a possible traffic circle for safety reasons and to slow down traffic. The area has restaurants, a bike path and school buses, of which all, have safety concerns.

Jenni Lavoie noted this issue was brought up during the Better Connections Grant reconfiguration of the Park and Ride. Jenni spoke to Doug Morton to initiate the process of work in that area. A rotary would be a big deal but a good idea to slow traffic.

Ken Linsley thought the Selectboard should send a letter to AOT expressing their concerns asking for suggestions and to copy Henry Pearl, Jane Kitchel and Joe Benning on the letter.

Kristin Franson suggested putting Sheriff's speed sign in the area to get statistical data.

Keith Gadapee noted AOT has a speed sign the Town can use but he does not know if the sign collects data.

- Curb cut – Bigelow Road. – Prohaska – Not able to reach the people yet.

Motion by Kellie Merrell, 2nd by Peter Griffin to approve the Bigelow Road Curb Cut for Prohaska pending recommendation of Keith Gadapee. Vote 4-0-0. All in favor.

- Curb cut – Wilson Road. – Langlais – Met with landowner, all is good there.

Motion by Kellie Merrell, 2nd by Kristin Franson to approve the Wilson Road Curb Cut for Langlais as it meets all requirements. Vote 4-0-0. All in favor.

- Drainage ditch behind North Danville School – Keith Gadapee inquired if this was something the Selectboard wanted the Town Crew to do or to subcontract it out.

Discussion ensued about this area.

Greg Prior discussed conversations he has had with individuals.

Keith Gadapee and Greg Prior to investigate and follow up on this matter.

- Kold Flow – Keith Gadapee is researching crack seal material for black top roads.
- Guardrail purchase – a local farmer has requested to purchase some old unused guardrails that were pulled off from a bridge. Keith Gadapee seeks permission to sell at scrap steel price.

Discussed was who actually owned the material and if they still wanted them.

Consensus is that it is okay for Keith Gadapee to sell guardrail to local farmer.

- MMIGA (Materials Management Infrastructure Grant Agreement) – Keith Gadapee pointed out that the agreement was actually a draft and could be tweaked before signing. Also, the money is based on appropriation and work needs to be done in the current year as there may not be money to pay for it the following year. The building is expected to stay open for ten years as a recycle center. Keith Gadapee inquired who would be handling the grant. Keith wanted to know if the Selectboard wanted him to or were they going to assign it to someone as paperwork requires signature.

Kellie Merrell offered to help Keith with paperwork and press release and other items.

Motion by Kellie Merrell, 2nd by Peter Griffin to authorize Keith Gadapee to sign the grant paperwork and other paperwork associated with this grant. Vote 4-0-0. All in favor.

7. Issues and Information (All)

(a) Bids –

Gardens:

The Eliminator
Town Green \$ 1,075
Hill Street Park \$500
Total \$1,575

3 year proposal \$4,725
Cuttin' It Close Landscaping, LLC
Town Green \$883.08
Hill Street Park \$392.37
Total \$1275.45
3 year proposal \$3,994.63

Motion by Kristin Franson, 2nd by Peter Griffin to award Garden Bid to Cuttin' It Close Landscaping, LLC for a 3 year contract at \$3,994.63. Vote 4-0-0. All in favor

Mowing:

Waterford Lawn Care \$8,735.00 (one year)
Benoit Landscaping \$9,600 (one year)
The Eliminator \$9,710 (one year) and \$10,102 (3 year)
Cuttin' It Close Landscaping, LLC \$10,977.20

Discussion ensued of submissions.

Kristin Franson spoke of keeping it local and residents of the town.

Peter Griffin inquired who was used the prior year.

Ken Linsley noted Benoit.

Ken Linsley noted the town did not have to take the lowest bid.

Motion by Peter Griffin, 2nd by Kristin Franson to award Benoit Landscaping the Mowing bid for 2021 in the amount of \$9,600. Vote 4-0-0. All in favor.

Craig Morris thought if the Selectboard was going to use local then they should put that information in the bid.

Kristin Franson discussed being familiar with the work of Benoit and the Town contracting with them in the past.

Peter Griffin discussed Benoit being used before and a local company.

Kellie Merrell read the Purchase Policy and noted she agreed with the motion.

Heat:

Bourne's Energy
Fuel Oil 1 year fixed price \$2.72 per gallon

Fred's Energy
Fixed price for #2 fuel oil \$2.399
Two year fixed price Propane \$2.25

CN Brown
Oil \$2.561 fixed price
Propane \$1.72 fixed price

Motion by Kellie Merrell, 2nd by Peter Griffin to award Fred's the heating oil bid for a fixed price of \$2.399 and CN Brown the propane bid for a fixed price of \$1.72. Vote 4-0-0. All in favor.

- (b) **Farmers Market** – the Danville Farmers Market is requesting the use of the park for their upcoming season of June 9th through Columbus Day from 9am until 1pm on

Wednesdays. They will follow guidelines as prescribed for COVID and have supplied the Town with their Certificate of Insurance.

Motion by Peter Griffin, 2nd by Kellie Merrell to approve the use of the Green subject to conformance with Emergency Declaration and CDC guidelines. Vote 4-0-0. All in favor.

- (c) **Tennis Courts** – School has requested temporary use of the tennis courts for children’s outdoor use during school days for the remainder of the year. The nets will be removed on Mondays and put back up on Fridays so that residents can use the tennis courts on the weekends. Signage will be put up for people to know why nets removed.

Consensus is removal of nets is permissible for children’s social distancing.

Kristin Franson left the meeting.

- (d) **IT**

Selectboard discussed IT, email and website needs.

Peter Griffin recused himself from discussion as he knows one of the vendors.

- (e) **GMP – Energy Savings** – Peter Griffin – solar is a real opportunity however he was not sure if Seal Oak was the right fit for Danville. Seal Oak is more of an investor. The town would buy a subscription from Sea Oak. Years ago you use to put solar panels on your roof, now a days, you send power to a grid and usage is figured and then you receive net metering credits on your bill.

Ken Linsley think a good idea to explore and suggested to reach out to VLCT.

- (f) **Danville WWTF (Waste Water Treatment Facility)** – Ken Linsley – Current Sewer Ordinance has a last revision of 1991 and needs to be updated.

Discussion to further be discussed at the next meeting.

- (g) **NEK Consortium** – Ken Linsley – Information on Regionalization Study distributed to Selectboard members. Selectboard input is required and Ken wondered if the Selectboard wanted the Fire Department to come in to discuss.

Peter Griffin noted yes.

Informational Items:

Bulky Day at the Wood Dump went well. \$1,300 was taken in.
Zoning candidate interviews are starting.

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

Motion by Kellie Merrell, 2nd by Peter Griffin to authorize Chair Ken Linsley to review and sign the Financial Orders on behalf of the Selectboard. Vote 3-0-0. All in favor.

- 9. **Adjourn** – *Motion by Peter Griffin, 2nd by Kellie Merrell to adjourn at 9:17 p.m. All in favor.*

Minutes taken by Audrey DeProspero submitted May 11, 2021 at 3:23 pm.