

Town of Danville
Selectboard Minutes
June 17, 2021
Danville Town Hall (6:00 pm)

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

Board Members Present: Ken Linsley

Absent: Kristin Franson

Others Present Using Zoom: Keith Gadapee,

Others Present: Audrey DeProspero, Michael Hogue, Rob Balivet, Mike and Julie Thresher, Kate Whitehead, Patty Conly, Mary Cote, Sally Fishburn, Alison Low, Loral Ruggles, Greg Prior, Libby Hillhouse, Sharon Lakey, and Norm Therrien

1. **Meeting was called to order** by Chair Ken Linsley at 6:00 pm.
2. **Additions to the agenda:**
 - Conservation Commission Resignation
 - Microsoft 365 Business Basic Quote
 - Julie & Mike Thresher – Evergreen Lane
 - North Danville Grant
3. *Motion by Kellie Merrell, 2nd by Eric Bach to approve **minutes** of the **Regular meeting of June 3, 2021** with change (delete Keith Gadapee absent) to page two. Vote 4-0-0. All in favor.*
4. **Visitor:**
 - **Mary Cote – Annual Danville Fair** – request usage of Green for one day event on Saturday, August 7th for Danville Fair. Set up will start on the 5th and continue until Saturday. Both sides of the green will be used. Clean up will be completed by Sunday with exception to those who have larger tents. Parade will be at 11 am, there will be music, food, games and entertainment. There will be no horse pull or rides this year. The theme is Local Food and Local Fun, Eat and Dance Your Way at the Fair. The Citizen of the Year is to be determined. This year's celebration is to celebrate everyone making it through COVID. Closure of Danville Peacham Road is requested and the State will be contacted to change the traffic light, they are asking for the light to be flashing. Access to water and electricity on the Green, use of the bandstand, and access and use of roads for parade is requested. The Parade route will start on Mountain View Ave, up Finley Drive onto Brainerd, turn on to Route 2, then go onto Park Street where it will disband in front of Post Office. Permission to place no parking signs and handicap parking signs near Masonic Lodge and various streets along with no parking signs on Peacham Road past the school is requested. There will be extra parking where the horse pull use to take place. Open container is requested and security will be provided to monitor crowd and grounds.

Kellie Merrell inquired why the event was only one day.

Mary Cote noted they were being mindful of concerns for crowds, social distancing and persons from outside local area. The event will be more of a home day type of event.

Peter Griffin inquired about logistics of new business on Green and the effect on them.

Mary Cote noted it may affect them however they try not to overlap vendors and would have a conversation with the new business owner and be mindful of their menu.

Motion by Kellie Merrell, 2nd by Peter Griffin to approve use of the Green as indicated by Mary Cote. Vote 3-0-1 (Eric Bach abstained).

- **Mike Thresher – Evergreen Lane** – discussion regarding the current paving of Peacham Road and Evergreen Lane. Evergreen Lane is a dirt road and the residents on Evergreen want to keep it a dirt road. Mike Thresher noted they chose a dirt road for a reason. They like their gravel road and do not want it paved. Two residents are concerned for water runoff. There is also concern for paving the road as it may increase taxes as well as speeding. Mike Thresher spoke of maintenance and reductions noting if it snowed late in the season a black top road would be plowed and a gravel road would not. The request is for the Town to reconsider not paving Evergreen Lane. Mike Thresher works in the ag business and water quality so the upgrade of the road brings salt usage and he is concerned for the effects it has. The road is currently a quaint country road and he would like to keep it that way.

Peter Griffin inquired if there was a negative financial impact to the Town if the road was not paved.

Keith Gadapee discussed the vote at Town Meeting for the Peacham Road paving and the addition of Evergreen Lane. Money for Evergreen is to come out of another line in the budget. A shim and overlay could be done closer to the village or it could be decided not use the other monies. The reason for this section to be done was that it has been the trend to pave these developments in town such as Cedar Lane, Meadows, Windswept, Sugar Ridge and the trend seems to be going well and this road fit the criteria. The size of the job off Peacham Road allows less expense to do smaller section. Residents on Evergreen would get more winter service than a dirt road would. Keith Gadapee suggested that he would reach out to contractor and look into the cost.

Kellie Merrell was inclined to agree with the residents and wanted to either reapportion it to other portions that they were not able to get to or keep the cost savings.

Keith Gadapee reached out to contractor and noted was Pike was willing to work with the Town's decision.

Motion by Eric Bach, 2nd by Kellie Merrell to hold off on buying extra tonnage of asphalt and leave Evergreen as a gravel road. Vote 4-0-0. Motion carries.

- **Michael Hogue – Train Station Committee – Report & Action Plan** – discussed was restore and repair train station, full use and activity of building and following grant. The project is to break the building into two parts: Phase 1 - restore building back to use and get usage of passenger area and Phase 2 - work on freight room area. Seeking approval to talk to VTrans to determine where the center line location is and have it moved which is a deed issue. Present plans are to split heat pumps on north side of building, have Vast sign off, meet with VT Environmental, use station, do fundraising and look for grants.

Sally Fishburn discussed \$250 match for structural assessment, the \$60-\$80,000 for structural fix, painting the trim, restoration of window and doors and weatherization, fixing the roof and chimney and the building's cost estimate of \$140-\$185,000 for the upgrades. The committee would need to meet with the State Wetlands to see what can be done.

Michael Hogue spoke of guidance on use of freight room in Phase II, the capital budget, renting and/or leasing, compatible use and cost to town and permission to seek conversations of use with renters.

Kate Whitehead discussed use of building, two phases, one being the passenger side and the other being the freight/recycle side. The Trail User Surveys and the Open House Results showed the top priorities. People sought a place to stop for a restroom and water and way finding services and amenities in the Village. The vision is a Welcome/Visitor Center in the Passenger Side of the building.

Patty Conly discussed the Historical Society's proposal: the Town maintains the building and pays the insurance, the Historical Society promotes Historical Society and Town by preserving and enriching the history of the Town. There are numerous visitors to Greenbanks Hollow and they would like to see that at the Train Station. The 150th Anniversary of the Train station is coming up on August 7, as in 1871 Danville was the first to build a Railroad Station on the tracks and architectural details of the Health Center model the train station.

Kate Whitehead discussed kiosk for building where outdoor or indoor digital events in Town could be found along with bike routes, activities in Town, outdoor events. Inquired was if the Selectboard would approve use and allow them to seek funding.

Kitty Toll discussed cost and raising money using three approaches: public support, targeting grants and private support. Requested was use of the Building fund for building costs and seeing if ARPA money could also be used on the building. Requested was permission to pursue grants with VT Housing and Conservation Board. Grant funding is 80/20 match and grant is due by July 23 and decision is in October. Approval from Selectboard is sought to be able to go forward with grant.

Mike Hogue requested permission to move ahead to pursue grant with 20% match. The startup would not take place until October/November if awarded the grant.

Kellie Merrell spoke of Building Funds in the Budget and timeline of grant noting she was in support of pursuing the grant along with the \$20,000 match from the Town.

Peter Griffin was open to support the project.

Motion by Kellie Merrell, 2nd by Peter Griffin to approve the pursuit of the grant and to approve up to \$50,000 match from the Town. Vote 4-0-0. Motion carries.

- **Chelsea Hewitt – Movie Nights** – seeking permission for use of the Green and power from the gazebo for kid movies for the following dates:

July 17th (8:30-10:30 pm)

August 21st (8-10pm)

September 18 (7:30-9:30 pm)

The Chamber will provide insurance for the events and Chelsea Hewitt will take care of trash and clean up. Social distancing will be practiced, marking of spots will be done and food and drink will be available.

Motion by Peter Griffin, 2nd by Kellie Merrell to approve the use of the Green for movies on the above mentioned dates. Vote 3-0-1 (Eric Bach abstained). Motion carries.

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

- Request from a town resident to permit a burial in the Pope Cemetery without a vault. Inquiry is if a vault is required. Town Clerk has read statutes but they are gray. It is not mandatory to have a vault as there is no state law for such. It is individual cemetery determination however, it is a liability concern as ground will fall in when the pine box begins to rot. Town Clerk inquired is the Selectboard wanted to require a vault or allow for a semi green burial.

Eric Bach is not opposed to allow such in the older cemeteries.

Peter Griffin and Kellie Merrell agree with Eric Bach.

Consensus is to allow burials without vault.

- David Gadapee, grandson of Leonard and Pearl, who are buried in the Massey Cemetery, has inquired about his parents, who are in urns, to be buried with his grandparents in the Massey Cemetery. They are not residents, however he would like his parents to be buried with or next to his grandparents.

Consensus is to allow parent's urn to be buried with grandparents.

- Darryl Calkins is to survey and identify open spaces in the Pope Cemetery.
- Curb Cut from June 3rd for Craig Benjamin and Jessica Noyes

Motion by Eric Bach, 2nd by Peter Griffin to approve Ken Linsley to sign the Curb Cut for Craig Benjamin and Jessica Noyes. Vote 4-0-0. Motion carries.

- Request to put central air in five Town Hall offices: Assistant to Selectboard, Listers, Zoning, Town Clerk and meeting room. Cost covered by Marion Sevigny Trust.

Consensus it to go out and get quotes.

6. Highway Foreman (Keith Gadapee)

- Paving scheduled for June 30th, it will take three days to make it to the line, they will let it set and then the second coat will be applied two weeks later.
- State Financial Plan needs signature of the Selectboard.
Ken Linsley to sign tonight and Eric Bach and Peter Griffin to come in on Friday to sign.
- Curb Cut application for Gregory Cousino of TH64-006.006 (Hawkins Road) for driveway installation for future camp. No culvert is necessary as there is a cross culvert just above the proposed drive.

Motion by Eric Bach, 2nd by Peter Griffin to authorize Ken Linsley to sign Gregory Cousino's Curb Cut application for TH64-006.006 (Hawkins Road). Vote 4-0-0. All in favor.

- Curb Cut application for Ernest Tobias Balivet and Rob Balivet for TH014-018.001 (Walden Hill Road) to upgrade driveway.

Motion by Kellie Merrell, 2nd by Eric Bach to authorize Ken Linsley to sign the Balivet's Curb Cut application for TH014-018.001 (Walden Hill Road). Vote 4-0-0. All in favor.

- Maintenance Agreement for Crack Sealing Pump

Motion by Eric Bach, 2nd by Peter Griffin to authorize Keith Gadapee to sign the agreement on behalf of the Town of Danville with the Town of Peacham's Road Foreman. Vote 4-0-0. All in favor.

7. Issues and Information (All)

- (a) **Sewer Ordinance – Peter Griffin** – reviewed the original document drafted in 1991 and Judy Corso's memo. There is unambiguous language in the ordinance. Permits and unexpired markers are on capacity. Option is to pay to hang on to the unused capacity and there is a need to pay a fee. Suggested is to amend ordinance.

Selectboard discussed unreserved capacity, pre-approval of hook ups, two years reasonable time for persons to use or not use and then they can come back and reapply, \$450 connection fee, and Town incurred fees.

Permit is good for 365 days to build and then persons have to start paying user fee at current rate for intended use.

Consensus is for Peter Griffin to update the ordinance per tonight's recommendations and to hold off on issuing any permits as ordinance is being revised and for Wendy Somers to write letters to current applicants.

- (b) **Letter from Sugar Ridge cul-de-sac – Animal Control** – five individuals of Sugar Ridge were present to open a conversation with the Selectboard to seek help to solve an ongoing issue that they have been facing for the past five year of being woken up countless times by dogs barking and what can be done about it.

Consensus is to review dog ordinance and contact Vermont League of Cities and Towns.

- (c) **Access Mobility – Lift Contract** – Audrey DeProspero – Previous contract was \$350, new contract has an increase of \$25 and there is a decrease in the discount on parts from 10% to 5%.

Eric Bach suggested to reach out to other vendors for quotes.

Subject matter tabled until next meeting.

- (d) **Fire Department North Station Door Bid** – Audre DeProspero – no bids received. Requesting to seek out three qualified contractors and ask for their submissions and then to possibly hold a special meeting to open the bids received. Fire Department has noted time is of the essence as new truck will be arriving.

Consensus is to contact three contractors and see who is available to do the work.

- (e) **Picnic tables on the Green** – Audrey DeProspero – contacted by a resident seeking to know when the picnic tables will be returned to the Green.

Discussed was original concern for picnic tables on the Green due to COVID restrictions however restrictions have been lifted.

Consensus is to put the metal picnic tables back on the green and to order three new metal tables to replace the old wooden ones.

Motion by Eric Bach, 2nd by Peter Griffin to authorize the purchase of three 8-foot tables and for the funds to be drawn from the Marion Sevigny Trust to cover the cost. Vote 4-0-0. All in favor.

- (f) **ARPA Money** – Ken Linsley – the final ruling has not been issued yet but is coming in July. Money for Vermont will go to counties but may get changed. Judiciary and Sheriff are only in the county and \$400,000 is county portion which has restrictions on it. State passed if county cannot use the money, state will have to make decision of how it is spent. Intention of where to spend: water and wastewater, some other infrastructure not renovation, and economic considerations. Feds may need to be contacted to see if money is spent correctly. VLCT has hired a person to provide assistance to the towns for ARPA fund expenditures. If money is spent incorrectly it will need to be repaid.
- (g) **Conservation Commission Resignation** – resignation received from Brian Henderson. Posting for vacant position is on the website
- (h) **Microsoft 365 Business Basic Quote** – Audrey DeProspero – quote of \$826.80 has been received from Ormsby's Computer Systems for Microsoft 365 Business Basic Licenses (1 year renewable) for 13 Microsoft 365 Business Basic (Essentials) for email setup/migration.

Kellie Merrell spoke about going to .gov and suggested the Town do the same. The State of Vermont changed to .gov as it has greater cyber security protection

Eric thinks Ormsby's can make change to whatever platform the Town chooses to sign up with.

Motion by Eric Bach, 2nd by Kellie Merrell to expend \$826.80 and migrate to .gov with Ormsby's Computer System. Vote 4-0-0. All in favor.

- (i) **North Danville Grant – Ken Linsley** – the North Danville Community Center has applied for a grant to get money to make repairs to their building. A Grant agreement is in place however there are questions that need answered and Ken Linsley is to follow up with Cyndy Phillips and Lee Beattie on the grant.

Informational Items:

Ken Linsley spoke of lot next door to Town Hall and funding. The 2022 Municipal Park and Ride Program has a local share of 20%. The Town would need to commit to provide 10 parking spaces for Park and Ride.

Consensus was to pursue other funding sources.

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

Motion by Peter Griffin, 2nd by Kellie Merrell 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 9:12 p.m. All in favor.*

Minutes taken by Audrey DeProspero submitted June 22, 2021 at 2:50 pm.