

Town of Danville  
Selectboard Minutes  
December 19, 2024  
Danville Town Hall (6:00 pm)

**Board Members Present:** Janice Ouellette and Glenn Herrin

**Board Members using Teams:** Alison Low

**Board Members Absent:** Eric Bach and Peter Griffin

**Others Present:** Audrey DeProspero, Michelle Leclerc, Laural Ruggles, Greg Prior, Walter McNeil and Keith Gadapee

**Others Present using Teams:** Fire Chief Dani Cochran and Joe Hebert

**Meeting called to order** by Chair Janice Ouellette at 6:00 pm.

1. **Additions to the agenda:** None

2. **Approve minutes:**

*Motion by Glenn Herrin, 2<sup>nd</sup> by Alison Low to recognize the **Regular** December 5, 2024 minutes as accurately reflecting on the agenda of the meeting. Vote 3-0-0. Motion carries.*

3. **Visitors:**

- **Walter McNeil, Jr., NEKWMD Update** – District had no quorum in November but there was a quorum in December. District reps voted on \$1,030,977 budget, passing it. Increase is in the salary line. Haulers tipping fees increased by \$1 a ton. Per capita (\$1.16) did not increase (Danville is 2,200 per capita) but may increase the following year. Increase will pay for health care for employees. Financially the District has a surplus of \$59,000. Scrap metal and cardboard are strong. Expenses are up. District approved for leasing a vehicle in 2025. Leasing is due to maintenance on current trucks being high. New Executive Director search has begun. Paul Tomasi has been there for 25 years.
- **Laural Ruggles LVRT Regional Counsel Update** – Counsel covers St. J to Hardwick. They are seeking to apply for third round LVRT grant; first round was scoping study for trail heads, and second round was for train station items. They would apply as counsel and NVDA would get the grant. Doug Morton is working on the paperwork now. This grant would be for tangible things to improve user's experience. They would buy things for trail heads, such as picnic tables and bike racks. Laural is working with Keith Gadapee and Deb Stressing. Costs for items and match discussed: 2 picnic tables \$3,600, 3 bike racks \$8,100, 4 port-a-potty \$4,000 (total \$15,700), and 20% match \$3,140. Potential matching funds: V2V Connections – fundraising, Danville Chamber \$500, Historical Society \$500 and if Town could kick in match then they would not have to fundraise as much.

Janice Ouellette noted they could discuss match under budget section of meeting.

Glenn Herrin discussed going forward they could put in as appropriation or line item in budget.

- **Joe Hebert, President JPA, Milfoil Infestation at Joes Pond** – Eurasian milfoil found back in August in pond. Eradicating this invasive is difficult. Approximately 100 lakes in VT are affected. Removal is done by diving down and hand pulling out, or barriers put down, or herbicide, and diver can use assisted suction devise. Early response permit received, and hand pulled done and barrier put down in dense area. Funding is by Town contributes \$7-8,000 for greeter program, local towns contribute \$750, grants applied for and association contributes money. Planning has started to divide pond into different sections for volunteers to watch for plants and then removal. Survey done, location is NW portions of main pond near West Shore Road. Another survey will be done in May/June 2025. JPA is applying for grants from state and anticipates \$20-50,000 expenditure. They are asking Town for help with money to combat infestation.

Alison Low wondered if use of barrier will harm any beneficial aquatic wildlife.

Joe Hebert noted yes, and it makes area barren. Mussels were removed this year and relocated.

Alison Low reached out to Kellie Merrell who has offered to meet with Selectboard. It was suggested to add \$5,000 to budget to use as match.

Joe Hebert noted anything would be helpful. He's talked to Town of Cabot as they are part of pond.

Alison Low discussed state funding of possibly 50%.

Joe Hebert discussed in kind hours.

Greg Prior wondered if this conversation should have Conservation Commission involved or if they already were.

Joe Hebert did not know.

Greg Prior wondered if they shouldered responsibility on community.

Joe Hebert spoke of signage to be put up indicating milfoil in pond.

Alison Low noted in the Hazard Mitigation plan we address invasives and wondered if there was funding through mitigation.

Glenn Herrin noted he would check with mitigation people, but normally large funding amounts go to public infrastructure but there may be money.

Joe Hebert noted whatever level of assistance given will then need to be a yearly thing.

**4. Town Clerk (Michelle Leclerc) –**

- A person came in and noticed the handicap ramp closed and suggested the ramp be moved 6ft.
- Signed up for VLCT Grants and Funding series January 14 from 1-2pm for wastewater systems.

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

- Curb Cut for Oneida Road, Lydia Hagman property for a permanent driveway. Signatures needed.

*Motion by Glenn Herrin, 2<sup>nd</sup> by Alison Low to approve the Curb Cut for Hagman property on Oneida Road. Vote 3-0-0. Motion carries.*

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

- (a) **Personnel Policy** – Janice Ouellette noted changes were sent around.

*Motion by Alison Low, 2<sup>nd</sup> by Glenn Herrin to adopt the revised Personnel Policy. Vote 3-0-0. Motion carries.*

- (b) **Purchasing Policy Rescind** – Janice Ouellette noted Bonnie had sent back comments that needed to be addressed so she would like to rescind recently adopted policy to do some updates.

Glenn Herrin suggested keeping the current and updating the already adopted policy.

Alison Low agreed.

*Consensus to keep current policy and update.*

- (c) **Committee Proposal** – Janice Ouellette discussed concern for deficiencies in Town services and the possibility of shifting staff duties or changing from a Highway Department to a Public Works Department. Suggested was to have a study committee like the Town Meeting Committee which would start before Town Meeting. The committee will study how to deliver services more effectively and respond in a more efficient way when things that come up on a day-to-day basis.

Michelle Leclerc discussed septic system, noting no one knows where anything is.

Alison Low wondered about role of fire district and sustainability. She inquired if they needed to be part of committee.

Janice Ouellette thinks it is a great idea.

Glenn Herrin discussed Town Plan and adding items to where they need to go.

Alison Low wondered if enforcement of parking ordinance and addressing speeding could be included in scope.

Glenn Herrin noted they could charge a one year committee and give limits. He wondered if Danville should shift to Town Manager, he didn't think so, and noted any services we could offer could be given to committee and let them roll it out. Start with infrastructure and then broaden a bit.

Janice Ouellette noted Town Meeting committee had charter, and wondered if this committee should have one.

Glenn Herrin noted he would create a charter and suggests to have committee speak at floor meeting on Town Meeting day.

- (d) **MPM Selection – Janice Ouellette** – committee met twice and consists of Laural Ruggles, Keith Gadapee, Michelle Leclerc, Alison Low and Janice Ouellette. They reviewed the qualifications of four firms and decided on Dubois & King. Next step is to refine scope of work and pass by VTrans Project Manager and then negotiate with Dubois and King.
- (e) **NDSA Update** – Alison Low met with NDSA and they were saddened by not getting MERP grant. They were presented with Efficiency VT options and improving the thermal envelope. They worked with electrician in the attic who noted light fixtures flush with bottom floor would have to be raised to be above insulation. They went through certified contractor list from Efficiency VT and found local person. Procurement policy discussed and walked through to validate concerns. Heating system rebates were reviewed.

Janice Ouellette noted lighting improvements were noted in energy audit.

- (f) **NDCC** – Janice Ouellette wondered if there was interest in a new heating system. Alison Low has seen push back. She discussed looking at the future in a cooperative way. PTV grant could be used to cover some expense and she suggested to meet with contractor for expenses.

*Consensus is for Alison Low to work with NDSA/NDCC on thermal envelope.*

- (g) **School Tennis Courts** – Janice Ouellette discussed email thread which suggested that they spent money on athletic field but did not approach school on tennis courts. She wondered if they wanted to give money or put on as an article.

Alison Low favors article.

Keith Gadapee discussed use of tennis courts for public during school, noting perhaps there is a certain time during school day that it is not able to be used. He thought it would be an easy sell as an appropriation or in budget. He thought it may be that from 1-3 public cannot use at recess but thought clarity is needed whether public can use or is it just certain times.

Glenn Herrin thinks clarity is a great idea and to put up signs indicating times/use.

Janice Ouellette to reach out to Randy Rathburn.

*Consensus to gear up for question at Town Meeting and put subject on agenda when more people are present.*

- (h) **Clock** – Janice Ouellette noted there was a concern about safety in the area of the clock.

Glenn Herrin suggested maybe put floor up there.

Janice Ouellette noted they would wait to wind clock.

Greg Prior noted on Monday it will stop. From a functional aspect four pieces of plywood needed.

Janice Ouellette suggested to reach out to person for cost estimate.

- (i) **VSERS G Support Letter** – Glenn Herrin discussed Randolph, Bethel and Danville to offer certified police officers the option to enroll in VSERS G which would allow officers to enroll in 20 year retirement plan, like all other Vermont police and correction officers verses current 30 year plan. Request legislature to take action on request. This is a proactive action so they do not have to do in future.

Michelle Leclerc noted she has a scheduled meeting with VSERS on January 15 from 12-2 and all are welcome to attend.

*Motion by Glenn Herrin, 2<sup>nd</sup> by Alison Low to sign letter of support with Bethel and Randolph on effort to have certified officers the option to enroll in VSERS G. Vote 3-0-0. Motion carries.*

- (j) **Martys 1<sup>st</sup> Stop Allocation**

Discussion was on meat grinder meaning garbage disposal, fuel islands not increased, and consultant information of sufficient allocation.

Greg Prior was concerned for residential rates versus commercial rates and was concerned for increase to residential rates and resident's ability to get information as to how this increase came about.

Single residential hook up rates discussed along with sustainability.

Keith Gadapee had concerns for persons not on the sewer paying for system in budget.

*Motion by Glenn Herrin, 2<sup>nd</sup> by Alison Low for Chair to sign letter reflecting acceptance of allocation increase for Martys 1<sup>st</sup> Stop expansion increase. Vote 3-0-0. Motion carries.*

- (k) **Town Meeting Coordinator Solicitation** – Glenn Herrin discussed the recommendation of Town Meeting Committee was to have committee or coordinator, suggested was coordinator who would have a 3-4 month job to coordinate Town Meeting. This person would work with others for who set up tables, coffee, babysitting, lunch, and other unofficial activities like advertisement for Town Meeting. He spoke of advertising for position such as in FPF and then appointing an individual. He wondered if they should ask a specific individual: Alice Kitchel.

Alison Low suggested to schedule write up but suggest purpose statement of boosting Town Meeting day as form of direct democracy.

*Consensus is to ask individual (Alice Kitchel) who did it last year.*

- (l) **Budgets: Town/Highway**

Discussed was:

Sewer budget, sewer/water rates, electronic technology, removing weir maintenance, calling Highway if weir fills in to clean out, and plant maintenance for pump repairs.

*Motion by Glenn Herrin, 2<sup>nd</sup> by Alison Low to approve repair of Meyers Pump for \$3,124 through Peak Motor and Pump. Vote 3-0-0. Motion carries.*

General Fund – discussed was Laural Ruggles ask for money for match, add \$1,000 for LVRT under General expenses, Historical Society/Chamber each \$500, Joes Pond add under General Fund Expense add \$5,000, Dog Park grant intending to apply, show in Revenues coming in and going out, FD underfunded many years but getting to where it needs to be, and budget allowance drop by \$5,000.

Budget finalized 2<sup>nd</sup> Selectboard meeting in January.

Recycling increase to \$5,000, Expense to \$10,000, and suggest having two volunteers instead of one because of additional bins at center.

Highway – discussed was state and advanced payment which reflect in total revenue, 6.8% increase over last year (raised in taxes), if cuts needed where would cuts be, equipment purchase increase, payroll benefit changes in health insurance, highway last year tax rate .3762 now up to .4017 and Town last year tax rate was .2039, currently at .1926. Gravel line dropped slightly for 2025, and if something needs to be removed pick up was suggested.

P&S needs to be signed for backhoe, does Selectboard want highway Foremen to sign or not. Financing over 5 years for \$12,000. Selectboard ok with Keith signing.

*Motion by Glenn Herrin, 2<sup>nd</sup> by Alison Low to allow Keith Gadapee to sign P&S for purchase of backhoe as discussed. Vote 3-0-0. Motion carries.*

- 7. Financials: Orders to review and sign** – signed.
- 8. Adjourn** – *Motion by Glenn Herrin to adjourn at 9:18 pm.*

Minutes taken by Audrey DeProspero submitted December 20, 2024 at 8:29 am.