

Town of Danville Town Services Committee
Special Meeting Minutes
Danville Town Hall
April 29, 2025

Attendance

Committee Members: Stacy Andre, Tim Ide, Alison Despathy, Michelle Leclerc, Keith Gadapee, Mark Tucker, Brian Henderson; Glenn Herrin (non-voting)

Public: Greg Prior

Stacy Andre called the meeting to order at 5:30pm.

Agenda changes: None; Stacy noted that the focus would be on identifying which services the body would consider.

Public comment: None.

Decision Template: Stacy presented a template for a decision-making process for record and presentation, and to guide the same approach and methodology for changes to services. An editable (Word) version will also be available.

Current Town Services review and prioritize:

- Infrastructure, Facilities, and Grounds:
 - Glenn highlighted that Public Works Administration, Wastewater, and Drinking Water were services the Selectboard tasked the body to review; all agreed.
 - The members briefly discussed Highway Summer and Winter maintenance service levels and saw no need to take them up.
 - The body identified that it would be good to consider how changes in Bulky Waste and Recycling are working in a few months.
 - The committee discussed Facility/Grounds Maintenance, including specific buildings and property like Town Cemeteries, and decided to consider those as one service area (potentially to be divided into subgroups).
- Emergency Management (EM):
 - Glenn noted the previous Law Enforcement recommendation and that coordination with other Pedestrian Safety planning would continue.
 - Glenn briefly reviewed general Town EM as a service (for which he is the EM Coordinator); the committee decided not to take that up.
 - Tim asked about Emergency Medical Services (EMS), i.e. CALEX; the body identified it as a service to research later, if time allows.
 - Members discussed ongoing Fire Department activities, particularly with respect to fire stations, and saw no need to consider those.
- Recreation / Library:
 - The body discussed the wide variety of areas and buildings that the Town supports or has an interest in, but may or may not own, share, or directly control (such as parks, forests, Joes Pond and beach, and libraries).
 - Glenn pointed out that a Town Plan action is determining whether or not the Town should have a Recreation Committee, which might have a role with these areas and buildings.

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- The members discussed clarifying the Town role with these different areas and buildings and concluded they were important to review and that fit well with the Infrastructure (Facility/Grounds Maintenance) service area.

Website:

- Glenn noted that long-term website guidance would be a good subject for the committee, but the Selectboard did not want to delay making needed updates in the meantime and would be changing some things in the coming weeks.
- The committee discussed considering website services later, as time allows.

Proposed Town Services: Residents have suggested Community Supported Agriculture (CSA), the Town Farm, and Community Gardens as potential town services.

- Glenn noted that the State grants limited authority to Towns; they cannot legally support CSA as a local government business model, and the Agency of Human Services (AHS) subsumed old Town Farm services with Department of Children and Families (DCF) Economic Services Division (ESD) activities.
- The body discussed community gardening as a good idea that would probably be welcome, but would require dedicated, energetic supporters (like the Dog Park Committee); this is a potential service to consider later as time allows.

Tentative Scheduling: Glenn will propose a draft for the next regular meeting.

Board Recommendations: none

Additional comments / discussion:

- Greg Prior recommended grouping all services into standard topics and approaches and asked that the committee not do anything until the website is standardized. He highlighted continuity of management for changes and requested that the Town government assume responsibility for anything labeled Danville, including things like school EM. Members pointed out that the Town government, by law, cannot be responsible for non-Town entities.

Keith Gadapee moved to adjourn and the meeting closed at 6:43pm.

Respectfully submitted by Glenn Herrin, secretary