

Town of Danville
Approved Selectboard Minutes
December 4, 2025
Danville Town Hall (6:00 pm)

Board Members Present: Eric Bach and Glenn Herrin

Board Members Present Using Teams: Janice Ouellette

Board Members Absent: Alison Low and Matt Choate

Others Present Using Teams: Thomas Burden (Lime Green Heat) and Celina Barton (Lime Green Heat)

Others Present: Audrey DeProspero, Michelle Leclerc, Keith Gadapee, Nathan Mascolino (Efficiency Vermont), Clayton Cargill, Greg Prior, Ryan Fecteau (Danville Snowmobile Club)

Meeting called to order by Vice Chair Glenn Herrin at 6:00 pm.

1. Additions to the agenda:

- Snowmobile Club (Ryan Fecteau)
- Sleepers River Watershed Weirs Meeting (Eric Bach)

2. Approve minutes:

*Motion by Eric Bach, 2nd by Janice Ouellette to recognize the **Regular** November 20, 2025 minutes as accurately reflecting the agenda of the meeting. Vote 3-0-0. Motion carries.*

3. Municipal Minute: NVDA – Alison Low absent, Municipal Minute postponed.

4. Visitors: Glenn Herrin noted the new practice is for all visitors to introduce themselves.

- Greg Prior, resident – Selectboard Meeting Recordings & Minutes, Town Utility Water/Emergency Page – discussed meeting minutes, he felt meeting went well but his comments were not captured properly. He wants Selectboard to reapprove the October minutes with his changes.

Glenn Herrin noted for Greg to submit changes to Administrative Assistant who will present changes to Selectboard for adjustment consideration at their next meeting.

Greg Prior discussed drought, conservation request and process, items removed and wondered if information was making it through the process. He discussed notifying people that they did not need to conserve water anymore and the drought was done.

Glenn Herrin noted he and Greg could chat more about this at a later time. He noted there was no water conservation for Town. FD#1 had one, they sent it to the Town, and the Town put it on their website. As of Tuesday, the drought was done.

Eric Bach noted notices were not sent to residents.

Glenn Herrin noted this was a question for the Water District (FD#1).

Greg Prior inquired if the Selectboard expected the Water District to report info to Selectboard.

Glenn Herrin noted as a customer, yes, but no reporting through Town.

Greg Prior inquired if it would be by the Health Officer.

Glenn Herrin noted Town has interest as a customer, but Town has no control over FD#1.

Eric Bach noted as Health Officer, if there is a health concern, FD#1 would report to State and then State to Health Officer who would receive information and then Health Officer would report to Selectboard.

Glenn Herrin noted it is in the Town's interest to post the information when received. He noted they will be in a drought until spring, even though there has been rain, the ground is not letting water in as top is frozen.

- Ryan Fecteau, Danville Snowmobile Club – Lack of Parking for snowmobilers coming to Town – discussed parking lacking for vehicles, trucks and trailer coming into Town. Looking for more parking and suggesting recreation center parking lot near Town Garage that was discussed at the previous Selectboard meeting. He is happy to put up signs and ropes, so they don't go on the fields. He was also working on another trail on Keith Burt land to Danville School Road using backside of Passumpsic Bank but bank won't allow. He is seeking to use the public parking lot in Town and to put signs to allow people to park there. He also inquired about parking on Green noting as long as ground is not soft and no one is on it, it won't damage the ground.

Eric Bach inquired if parking is for trucks and trailers and snowmobiles.

Ryan Fecteau noted both. He favors Green as it is closer walking to restaurants.

Glenn Herrin noted Selectboard, cannot take any action but can warn subject for next meeting. He discuss parking lot next to Town garage noting he forgot Marty's was under construction, and thought maybe for this year to use it and see how it goes and have markers put up.

Keith Gadapee spoke with LVRT Coordinator who has had past experience with this item but is willing to work with Town and Snowmobile Club for barriers and signage.

Glenn Herrin suggested they plan on talking about this subject at their next meeting.

Greg Prior inquired about trash and debris in parking lot and if there is any agreement as to who cleans up, if not, he suggested that this be something looked into.

Glenn Herrin discussed regular parking behind church and wondered if it was suitable.

Ryan Fecteau noted there was no snowmobile trail for local access.

Discussion ensued on trail access to various areas, noting most had crossing issues or no trail access.

Glenn Herrin suggested beach parking lot.

Keith Gadapee noted the deterrent there was the area is long and narrow.

Greg Prior noted that at one time there was thought on using Joes Pond Beach for ice skating and suggested they think about the complete blind area coming in to Town from Route 15 and to take that into consideration.

Glenn Herrin noted he was happy to support the snowmobile club.

Ryan Fecteau noted the easiest place was the Green and to have the other location open and not advertised.

5. Town Clerk (Michelle Leclerc)

- Liquor License – Pope Memorial Library for a one-time occasion Library Malt Beverage Serving Permit for the Holiday Stroll participation on Friday, December 5th from 5-7pm. They will be serving appetizers, desserts, champagne, wine and non-alcoholic punch. And they just renewed their server's license.

Motion by Eric Bach, 2nd by Janice Ouellette to approve the one-time occasion Malt Beverage Serving Permit for the Pope Memorial Library for Friday, December 5. Vote 3-0-0. Motion carries.

- Application for Recycle Attendant received from Hirer Ability Vermont (they help individuals with disabilities find and maintain employment) for Cory Young. A resume and application were received. This is the only applicant.

Glenn Herrin suggested proceeding with interview.

Eric Bach agreed.

Consensus is to proceed with interview process with Eric Bach, Glenn Herrin and Clayton Cargill's participation.

- Email received from NEKWMD about Household Waste for August 1 of next year.

Eric Bach noted that day was Danville Fair day and they could not do.

- Petition received to approve St. J Nutritional for Town Meeting Article for \$5,000.

6. Highway Report (Keith Gadapee)

- Garage Heating System – current system has outlived its life. He has been researching heating systems. They have burned wood for more than 15 years and the plan is to continue with the same strategy. He has reached out to three contractors. The North Danville School and Town Hall are also looking at updating their systems and suggests prioritizing a way to move forward and is asking to put in the budget this year. He is looking at other products for garage to get three competitive quotes and is asking to proceed with this.

Nathan Mascolino from Efficiency Vermont discussed largest scope is the Town Garage. The contractor Lime Green has proposed system for wood chip burning (forest byproduct), benefit is labor cost is a fraction. The current system is that you have to frequently manually load. The new system would only need to be loaded once a week automatically. It is a good system and will last 30-40 years with good maintenance. A big investment but cost is essentially zero. The other two projects are smaller in scale. Fossil fuel boilers at Town Hall would be removed and new equipment would go in it's place and a silo would be put outside the building. At North Danville, the boiler has exceeded it's life, asbestos abatement is required, it is more cost effective to replace radiators (lower profile radiator), and the building would be pellets and holder would be installed inside in an auxiliary room. The chip conditioning system would be included in garage project, tree off stump, chip, high moisture content, boiler wants 30% moisture, logs processed, put in conditioning bin, dryer underneath dries chips, new boiler would be twice as efficient and chips would be available and conditioned and also be able to be used at school system too which would help school. There is a potential value there for future if it becomes a surplus. Grants available for \$25,000 for each building, Efficiency Vermont provides \$6,000 for each location and the garage may even qualify for \$12,000 because of its bigger scale.

Glenn Herrin noted garage and North Danville are the number one priority and they would do Town Hall the following year. He wondered about the duration on grants.

Nathan Mascolino noted funding probably available for about 4 years. The Forest Parks and Rec grant will run out when the funds run out.

Greg Prior inquired about smoke stack scrubbing.

Nathan Mascolino noted they were in the clear.

Janice Ouellette wondered if they were to consider financing, was there any low interest loans. She thought there was a loan program for people who didn't get MERP grants from the state.

Nathan Mascolino noted Efficiency Vermont has some programs that max out at \$20,000.

Keith Gadapee noted he specifically looked for specs on a dual fuel system for garage to be able to burn pellets as well but currently he will use wood chips.

Thomas Burden noted there is financing available through the State and they have other sources for Green Loans.

Glenn Herrin noted they should queue this up for budgets for 2026 and work with loans or bonds.

Keith Gadapee discussed Lime Green estimates - garage \$163,347.20, Community Building \$55,917 and Town Hall \$74,794; this includes incentives.

Janice Ouellette noted Building Fund could be tapped into.

Eric Bach inquired if they had ballpark savings for costs.

Keith Gadapee noted they do not budget much for fuel because they do wood now and it is the efficiency that makes this worth it as the boiler is fed twice a day. He noted he could monitor the automation system from his phone.

Greg Prior noted the quotes include demo and install but wondered if they rely on electricity.

Keith Gadapee noted if power goes out, they go out.

Thomas Burden noted the pellet savings would be 40-50% over oil. There would be a bigger savings at North Danville because pellets are very level priced, and it is a stable fuel and local.

Consensus is to continue to pursue.

Keith Gadapee spoke of school's success.

Nathan Mascolino discussed staggering number of savings on both carbon and money noting this was local responsible heating.

Keith Gadapee will go tomorrow to see the Lime Green competitors. He noted Ryegate is doing same as Danville.

Glenn Herrin noted he will be looking at bottom line overtime.

- There was another insurance claim, plow truck too close to car and did some damage.

7. Issues and Information (All) –

- (a) **Efficiency VT/Lime Green Heating Follow Up** – See Highway first bullet.
- (b) **Newsletter Timeline** – Janice Ouellette discussed setting a timeline for the Newsletter coming out: March, June, September and December with the deadline being the last day of the previous month. She noted reminders would still be sent out.
- (c) **Personnel Policy** – Janice Ouellette noted after they approved, she re-read through the policy again and made a few more revisions: took out one reference to intermediate employee; and made a change in the persons covered section to add per-diem employee to the list of people covered by the policy, we added class but did not say we covered person.

Motion by Janice Ouellette, 2nd by Eric Bach to accept Personnel Policy as edited. Vote 3-0-0. Motion carries.

- (d) **Holiday/Regularly Schedule Day for Selectboard Meeting (Thursday, January 1)** – Glenn Herrin inquired if Selectboard wanted to skip it but noted they are starting to ramp up for Town Meeting.

Discussion ensued on possible dates.

Consensus is to reschedule to the 8th of January.

- (e) **VLCT Open Meeting Law** – Glenn Herrin discussed signing up for VLCT's Open Meeting Law webinar on Wednesday, December 10th from 10am until 11:30, noting all are invited and he will send invite out. He noted that there was no need to warn the meeting and all could chat informally afterwards.

Greg Prior inquired if it will be recorded for those who cannot attend.

Noted was VLCT is membership based and only person who signs up can access recording.

- (f) **Trees (Town Owned Land Route 2W)** – Audrey DeProspero received an email from Tree Warden Wes Everts who has reached out to a few different tree people and only received one interested Person: Ryan Robie, estimate for \$2,300. He is insured and will remove with a bucket truck.

Motion by Eric Bach, 2nd by Janice Ouellette to accept the bid from Ryan Robie to remove trees on property of Route 2 West. Vote 3-0-0. Motion carries.

Discussion ensued about small tree fund amount and how it was invested.

- (g) **Disruptive Behavior Policy** – Matt Choate absent – discussion tabled until next meeting.
- (h) **Grave Marker for Col. Joseph Tilton, Massey Cemetery (Letter for Daughters of the American Revolution)** – Audrey DeProspero received email from Elizabeth Tilton-Wahlert, ancestor to Col. Joseph Tilton seeking to have him recognized for his service to our country during the Revolutionary War. His name did not appear on the flyer the Historical Society has for purchasing grave markers, so she submitted paperwork to the National Society of the Daughters of the American Revolution and it has been accepted however, they seek a letter from the Selectboard indicating that DAR has permission to install the grave marker.

Noted was Historical Society President and Cemetery Sexton both have been involved with this request and were in favor and the cost for installation will be on Elizabeth.

Motion by Eric Bach, 2nd by Janice Ouellette to allow to install grave marker for Col. Joseph Tilton at the Massey Cemetery and to sign and send letter to DAR. Vote 3-0-0. Motion carries.

(i) **Budget – General & Highway**

General Budget

Glenn Herrin and Michelle Leclerc discussed fund balance and savings noting notations on report.

Michelle Leclerc discussed General Budget: Heating system now needs to be added, just needs to know amount and location; Joes Pond has gone to Cabot and requested \$10,000 but they won't give full amount or indicate how much; and County Tax amount is not known yet so she kept same as last year.

Eric Bach suggested putting in \$56,000 for North Danville under Building Maintenance and show Town Hall at \$75,000 in and out if we use Marion Sevigny money for Town Hall.

Michelle Leclerc noted it has 15 and she will add 56 to it.

Glenn Herrin discussed spreadsheet from before with inflation, noting he will plug in numbers to match with budget.

Michelle Leclerc noted she will show under Town Buildings the add of 75 for Town Hall and offset would be Marion Sevigny money.

Glenn Herrin suggested putting information in Town Report indicating what we have and what spent.

Michelle Leclerc noted she wanted to do that for Train Station too.

Janice Ouellette suggested putting revenue item that says Marion Seviney Fund.

Michelle Leclerc noted she doesn't like to keep doing transfers because it is hard to match up.

Janice Ouellette suggested for North Danville boiler to consider not making transfer from Cap Fund.

Glenn Herrin discussed annual contributions less the expense.

Greg Prior discussed Town Report noting if you don't have items in and out, the Selectboard and Treasurer have, but the public does not that it makes it hard to understand.

Michelle Leclerc noted Fire Department hasn't used budget allowance, in 2025 was \$60,000 and she suggests in 2026 to lower to \$30,00 and put other amount into the Cap Equipment Fund.

Glenn Herrin discussed hiring Fire Admin, and that person, once hired, will be able to monitor this.

Greg Prior inquired if money is not available for new position.

Glenn Herrin noted for this, they are going to ask the Town through an Article not a budget line.

Michelle Leclerc discussed unemployment insurance from VLCT; noting health insurance is all set; and tax rate .2652 this year was .2759.

Greg Prior discussed hundreds of ponds in VT have Milfoil and suggested reaching out to Joes Pond Association and asking how other Towns fund.

Eric Bach noted they have done their research, grants and fundraising, some towns donated.

Greg Prior discussed breaking down of Train Station and Marion Sevigny Funds noting people see this and what has been done for the Town.

Glenn Herrin inquired if people could leave money to Marion Fund.

Michelle Leclerc noted no, as it is a restricted fund, but others have left money for other things.

Eric Bach noted the Rescue Squad had restricted funds and they could add to the investment fund.

Highway Budget

Keith Gadapee discussed: feeling numbers are guesses; revenue side; State of VT Paving Grant haven't heard back so it could reduce Paving and Patch line; State Structures Grant is for McDowell box culvert job, Town will be in the negative by \$110,000; Better Roads Grant left over from this summer, did not get to do this year; Revenue is low; \$648,608 Prop Tax line discussed; 3% raise for employees, plus a couple of step pay grade increases and per diem is in the plan for wintertime; no other full time position in there, per diem filling that spot, so number is down from last year; Building Repairs and Maintenance \$200,000, roof leaking, work needed, only spent \$7,500 this year even though there was \$20,000 in there, couldn't get contractors; Outside Contractors Class 3 – design for slide, need ledge face put in there, too late in season to get any work done; Grant and Aid will submit paperwork, anticipates we won't get money in time; Truck and Equipment - \$440,000 for excavator and plow truck, 12 years too long for rotation, propose 10 year, would need truck one every two years, suggests borrow money or put something off; Parts and Supply increased for loader tires, needs 4; Reserve Funding – loan/principal up for backhoe and deficit; Capital Equipment Fund wondered how much to put in; Garage Maintenance slotted in 2030 but bumping up as there has not been enough attention to buildings so little money in there to address issues; and Class 2 Fed Highway Projects done (flood stuff) no numbers.

Glenn Herrin inquired if he put in the TSC Committee's recommendation for signs.

Keith Gadapee noted he did not.

Keith Gadapee seeks specifics for McDowell box culvert, heating system and the \$70,000 design for slide, keep or remove.

Eric Bach suggested to keep heating system.

Keith Gadapee wondered if they wanted to consider financing.

Eric Bach noted they could find something to finance. He noted for the slide, since it is not in ROW, they should have a plan.

Glenn Herrin discussed landslide and putting off implementation for 2026 and use next year to seek out the approach and have a plan in place.

Michelle Leclerc will put back to \$5,000.

Keith Gadapee noted he has that there for contracts if needed.

Discussion ensued about Capital Equipment, not financing trucks unless necessary, financing costs more, communicating to the public, bond vote goes to public and appropriations to Capital Fund if there is push back in lieu of financing.

- (j) **Sleepers River Watershed Weirs: A Gathering** – Eric Bach discussed Danville Historical Society hosting an event Wednesday, December 10 from 1-3pm at the Danville Historical Society Choate-Sias House located at 121 Hill Street. It will be put on by Emily Finnegan, District Manager of Caledonia County Natural Resources Conservation District (CCNRCD) about information on the Sleepers River Watershed, the history of the weirs, current use and research, and Caledonia County NRCD's work in the watershed

8. Financials: Orders reviewed and signed by Glenn Herrin.

9. Adjourn – *Motion by Eric Bach, to adjourn at 8:33 pm.*

Minutes taken by Audrey DeProspero submitted December 5, 2025 at 11:20 am.