

APPROVED Selectboard Informational Meeting Minutes

February 7, 2026

Danville Town Hall (1:00 pm)

Board Members Present: Janice Ouellette, Glenn Herrin, Eric Bach, Alison Low

Board Members Present Using Teams: None

Board Members Absent: Matt Choate

Others Present Using Teams: None

Others Present: Matt Foster, Dave Towle, Kristin Calkins, Tim Ide, Alice Kitchel, Greg Prior, Beth Williams, Clayton Cargill

Meeting called to order by Chair Janice Ouellette at 1:00 pm.

- 1. Town Meeting Day Presentation :** Jan welcomed attendees to the first informational meeting leading up to Town Meeting Day. She kicked off a PowerPoint Presentation that featured :
 - highlights of the Town's accomplishments during the year, including the work completed on the shared path; the train station nearing completion; the Town Newsletter (quarterly); the web site redesign; the parking lot charrette; the dog park work day.
 - Eric Bach discussed policies and ordinances passed or updated this year, including the parking ordinance, the dog ordinance, the open burning ordinance; the sewer ordinance (which updated fees to close up operating debt);
 - Individuals running for election-- Kristin Calkins introduced herself and announced her intent to run for the 1-year open seat on the Selectboard. She currently lives in North Danville and works as a copywriter for travel, hospitality, and wellness companies. She feels like it's the right time to start serving the community and her neighbors. Jan Ouellette is running for a one-year seat as well, having just completed a three-year term. She wants to continue to advance important initiatives for the town, such as the shared use pathway, which is funded with a Congressionally Directed Spending award and must be commenced in 2028. Matt Choate is also running for a three-year term. He is currently traveling, but has recently completed a one-year term on the Selectboard. At this point Jenness Ide commented that she appreciates that she knows who is running for open seats in advance of Town Meeting Day.
 - Glenn Herrin spoke about the General and Highway budgets, both seeing minimal changes from previous years in terms of cents on the dollar (-.0151 decrease from previous year and a .0018 increase from previous year respectively.) There was a budget fund surplus – revenues 131K higher than expected. Major changes involved the Train Station (\$17K); building improvements; increased budgeting for sheriff coverage (from the 2025 Town Meeting Discussion and decision);
 - Highway budget is mostly flat. The payroll changes with the creation of a Town Administrator position, but this position in part realigns funds from the Selectboard assistant position, which was vacated when Audrey Despropero resigned. There was a question about the Town Administrator position – how is this different from a Town Manager? The difference is primarily in statute, since the Town Manager position would subsume many of the day-to-day operations, while the Town Administrator is still reporting to the Selectboard. Tim Ide commented that it sounded like a lot of work. Eric replied that Keith is already taking on many of these administrative responsibilities and is trying to balance them with the role of the Road Foreman. Eric felt that this was a more logical realignment of responsibilities.
 - Alison Low discussed the appropriations -- \$42,802 of which were rolled into a single floor request because they were repeat appropriations. One appropriation request for \$5,000 for the St. Johnsbury Nutritional Center is new, so will be needed to be voted on separately. This \$5,000 is to take on the Meals on Wheels Program. Alison also discussed the use of special purpose funds, including the Capital Projects Reserve Fund, which was created at Town Meeting Day in 2024. These funds will provide match for the Shared Use Path. She pointed out that the Sewer Maintenance Fund is capitalized by user fees, and that there is a delta for the necessary upgrade to the wastewater system. At this point Greg Prior questioned the ability of users to carry the proposed upgrade, and Alison replied that the point of the slide is to reinforce the recommendation from the Town Services Committee that special investments in the sewer system could be supplemented by other sources. We could not reasonably expect this upgrade to be financed by user fees – which would take about three and a half decades. We would have to consider grant funding sources as well. It was noted that everyone benefits by having a vibrant downtown that is supported by a sewer system. Greg also wanted to know where we could find the information on Special Purpose funds and how they impact the budget. It's in the revenues section of the budget.
 - Eric talked about the article (advisory only) that asks if the Town should engage with the Fire District should they decide to sell or dissolve. He noted that the Prudential Committee has been in existence since the late 19th century, and the board may find that that it is difficult to continue. At this point, Tim Ide commented that he did not want to see a private company take over the administration of the water system. Matt Foster cited his experiences in

Urbana, Indiana with private companies, noting that it was removed from the day-to-day familiarities. Greg Prior commented that there were others who were willing to step in and serve on the Prudential Committee. Eric said that this was up to the Fire District, not the Selectboard. The Fire District is having their meeting this summer. Alice Kitchel commented that this was seen as a proactive measure.

- Glenn reported on updates from the Pedestrian Safety Initiatives approved at the 2025 Town Meeting Day. Sheriff's coverage has increased, although there was a dip in coverage due to a temporary staffing shortage. Glenn also reported on the repeal of the Charter to allow us some flexibility in how we vote at Town Meeting Day. It was noted that the legislature did not approve our request, and we'll likely have to have another vote at a subsequent Town Meeting Day.

Jan made a motion to adjourn the meeting at 2:10 p.m.

Minutes taken by Alison Low submitted February 12 at 9:08 p.m.