

Selectboard Minutes
February 19, 2026
Danville Town Hall (6:00 pm)

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

Board Members Present Using Teams: None

Board Members Absent: None

Others Present Using Teams: Justin Lavelly, North Star Monthly

Others Present: Michelle Leclerc, Keith Gadapee; Roger Sheldon, H2O; Walter McNeil, NEKWMD; Michael Hogue, Train Station; Dani Cochran, Danville Fire Department; Greg Prior, PC member and resident; Max Kocha, News 7 – Vermont State University

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

1. **Additions to the agenda:** Discussion of H2O Contract was moved up to Visitors. Jan mentioned that she would make a comment after the approval of the minutes and provide an update on the Vermont Council of Rural Development at the end of the meeting.
2. **Approve minutes of Regular Meeting on February 5, 2026** Motion by Eric Bach, 2nd by Glenn Herrin to recognize the minutes of the [Regular Meeting of February 5, 2026](#) as accurately reflecting the agenda. Vote 5-0-0. Motion carried.
3. **Approve minutes of Pre-Town Meeting Informational Meeting on February 7, 2026** Motion by Eric Bach, 2nd by Glenn Herrin to recognize the minutes of the [Pre-Town Meeting Informational Meeting on February 7, 2026](#) as accurately reflecting the agenda. Vote 5-0-0. Motion carried.
4. **Approve minutes of Special Meeting on February 10, 2026** Motion by Eric Bach, 2nd by Glenn Herrin to recognize the minutes of the [Special Meeting on February 10, 2026](#) as accurately reflecting the agenda. Vote 5-0-0. Motion carried.
5. **Public Comment/Visitors:** Janice Ouelette took this moment to commend Glenn Herrin for his three years of service to the Selectboard, expressing appreciation for his significant contributions to the board, and for his expertise and good humor. These comments were met with applause. All visitors then introduced themselves: Walter McNeil, Michael Hogue, Dani Cochran, Max Kocha, and Greg Prior. Justin Lavelly on Teams was acknowledged.
 - **Walter McNeil:** The NEK Waste Management District met on Tuesday, February 10. They are currently running at a deficit of about \$25,000. Deficits are usual this time of the year, but this one is compounded by the shutdown of several smaller transfer stations during the extreme cold snap in January. (Danville did not shut down.) The NEKWMD's Outreach Coordinator is leaving the position due to family issues, so they will be looking to replace. Tire disposal fees have gone up, which Walter had signaled would be likely in a previous meeting. He explained that the purpose of raising the fees was not to raise money, but simply to get closer to breaking even. There is extra time and money required to get the tires off the rims. When asked if Walter would consider being reappointed to the role of NEKWMD representative, he reported that he would accept reappointment.
 - **Michael Hogue:** In an earlier meeting Michael had reported that there were some remaining items left undone on the contract with Millbrook, and that Michael and the Board had agreed to terminate the contract. One of the items left undone was the reattachment of the brackets for the canopy, which is a complicated task. Millbrook came in with their engineer to spec the project. The engineer will be back on the 3rd of March and likely will be complete by March 15. Their engineer will then hand over specs to our engineer. All engineering costs will be borne by Millbrook. Michael continues to communicate with Laural Ruggles regarding fundraising and donations. One donation was recently received. The train station's architect (Ryan Edwards) has nominated the Train Station project for the Historic Preservation Project of the Year (PTV). Michael will be back before the board on April 2nd.
 - **Dani Cochran:** The air bottle compressor at the Fire Station has given out. Walden and Peacham are currently letting Danville use theirs, and Barnet, which has a mobile compressor, is providing backup. Dani has already received one quote for replacement, and it's likely to be around \$47,000, plus delivery and setup. The purchasing policy requires getting at least two quotes for anything over

\$25,000. Jan reminded Dani to keep copies of quotes. Dani wanted to know if the purchase could come out of the Fire Department Capital Equipment Fund, which currently has a year-end balance of \$221,747. The answer is yes. Dani will come back to the next meeting once she has the second quote to get the purchase approved. Dani also wanted to talk about the quote she had received on a 20,000 gal. tanker (\$500,000). They are looking at a delivery in 2027, but there are logistical challenges with the size of the North Danville Fire Station, which can barely hold the existing truck and cannot accommodate anything larger. This is a task assigned to the Town Services Committee, who will have to make some recommendations for a Fire Station in North Danville. Eric Bach reminded everyone that North Danville has no fire hydrants, so the presence of a fire station is what keeps the cost of property insurance down for residents in that area. He suggested talking to Dave Barrett to get some updated figures on insurance rates without a fire station.

- **Roger Sheldon:** Roger presented the proposed 5-year contract with H2O Innovations for the operation and maintenance of the wastewater treatment system. The base contract is \$77,754.28 annually with an annual maintenance cap of \$5,000, and a propane cap of \$2,400. The maintenance cap can be rolled over. Alison had a question about indemnification – did that pertain to people coming onto the site who should not be there? The answer is yes. H2O has policies in place to keep the public out. Eric Bach made a motion to approve the five-year contract with H2O Innovations, and Matt Choate seconded the motion. Vote 5-0-0. Motion carried. Jan signed the contract.

6. Town Clerk (Michelle Leclerc)

- **Liquor Licenses** – None to report
- **North Danville School Prom Request:** Michelle reported that Lee Beattie had told her that someone would be here to request permission to allow the Junior Class to use to North Danville School for their prom. Michelle doesn't know the date. The board agreed by consensus to allow the North Danville School Association to allow it.
- **Tire Pricing Increase:** Michelle indicated that Clayton had raised prices for tires at the recycling center, and we will not be affected by the NEKWMD price increase.
- **RCAP Solutions Sewer Rates:** Michelle has heard back from them and they will be preparing budgets that anticipate a bond and rate changes.

7. Highway Report (Keith Gadapee)

- **North Danville Cemetery Fence:** Keith reached out to the Historical Society, and they offered an acquisition receipt that changes the owner of the fence to them. They were looking for a stipulation that if the fence can be repurposed or resurrected, it be used in North Danville. There were some concerns from Glenn and Eric that while the intent of that stipulation is nice, there may be other uses that put it to good use, so that it's not just sitting in storage and deteriorating further. Keith had scanned some of the pages of the Historical Society's bylaws to review alignment with their mission and goals. He'll bring a draft receipt to review.

8. Issues and Information –

- A. **Zoning Bylaws Update:** The Planning Commission has already had their hearing on the [Zoning Bylaw update](#), which gets the Town off emergency status with FEMA and brings the flood hazard regulations into compliance. Glenn Herrin made a motion to accept this draft of the bylaw for the Selectboard hearing, to be held March 19, with a 15-day notice. Matt Choate seconded the motion. Vote 5-0-0. Motion carried.
- B. **Shared Pathway and Sidewalk Project Update:** Jan reported out that VHB is on track for delivery of the preliminary plans by the end of March. In the Hill Street area, the committee indicated that they wanted a buffer space between the road and sidewalk defined by low-beveled curb. Consultants are going to price out the buffer space in brick or in a brick pattern. Drainage has been reconfigured in the Business Block area with new catch basins drain to the north. In the Grandview area, the committee talked about the crosswalk there, and how they want to formalize the west end of parking, separating it from the sidewalks. On the Peacham Road, the path is going to terminate at the LVRT, so the project will need to incorporate wayfinding signage to the Town Ballfields. At the north end of the path, the committee talked about adding concrete pads for bike racks and a bench in the northeast corner, across from the Post Office. Finally, the committee is looking at closed drainage from Danville Place to the Fire Station. There still need to be conversations with affected property owners. At this point Greg wanted to know if there were any meeting minutes of the meetings with the consultants. The answer is no, because they are not public meetings. That's why the Selectboard is reporting out on the status now, and these details will be included in the minutes. Greg voiced concerns about the safety of the shared use path as it crosses Park Street. He also wanted to know how he can share comments. Jan replied that he can email them to the Selectboard. She also reminded him that the shared use path is not crossing Park Street.

- C. **Parking Lot Update:** Alison reported out on the latest meeting with DuBois & King on the parking lot design. The engineers have suggested changing the direction cars navigate around the parking island to run counter-clockwise, rather than clockwise. This will eliminate potential collisions with those who are parking in the ADA parking space. Working with consultants, we also looked at adding a green strip at the east end of the entrance near the existing light pole, so that that it won't have to be moved, potentially saving money. The consultants ran visual simulations with and without tree canopies in the center of the parking island from multiple angles, including approaching the Town Hall coming in from the west. There is virtually no difference in the visual breaks, so the trees in the island can probably go. We are looking at using planters than can be stored safety away in the winter seasons. There are some great examples of public plantings out there – like the ones in Lyndon just as you approach Broad Street in Lyndonville. The consultant presented various configurations for a single level two charger, and it was agreed that a charger at the back of the island strip would work visually. The consultants are completing visual simulations for the final public presentation, and are completing an Opinion of Probable Construction Cost (OPCC). We will still need to negotiate with VTrans for drainage. The OPCC is running high right now – over \$500,000 inclusive of permitting and engineering costs, but there are multiple deducts that can lower the cost, so one of the final tasks will be to develop a prioritized list of deduct alternates to manage cost. At this point Greg wanted to know if there were any meeting minutes of the meetings with the consultant, and Alison said no because the meetings with the consultant are not public meetings. The work, which is covered by a municipal planning grant, has already provided opportunities for public involvement, and will include another public presentation before closing out. We are still looking at grant funding opportunities The Downtown Transportation Fund is currently not available to legacy Designated Villlage Centers, even if they have completed Better Connections Grants. This is disappointing to many communities that have participated in the Better Connections Program. However, this project is part of a larger initiative called Destination Downtown Danville, which is listed as a priority project for the region, which does make us competitive for a Northern Borders Regional Commission Grant. Grants are competitive, and a pre-application must be submitted before we can submit a full application. We were invited to submit a full application before. We didn't get funded last time, but the project was not a regional priority. Greg wanted to know if we are going to do something about the parking lot for the Spring when the snow melts. We have no such plans.
- D. **Brookfield Services Maintenance Agreement:** The Town received two proposed service agreements for maintaining the generator at the Calex Building. One agreement has one servicing a year at \$544, the other two for \$870. Eric felt that the generator was old enough to warrant the twice-a-year servicing, but it's not clear who should be maintaining the agreement with Brookfield – the Town or Calex. Michelle is going to look into it.
- E. **Special Purposes Fund Policy:** The Board reviewed this policy, which had been reviewed in earlier meetings. *Glenn Herrin made a motion to adopt the policy, Janice Ouelette seconded the motion. Vote 5-0-0. Motion carried.*
- F. **H2O Innovation Contract:** Already addressed during Visitors.
- G. **Town Services Committee Charter:** The Town Services Committee Charter for 2026 was reviewed. One revision was made – to add the creation of a recreation committee to the topic areas. *Glenn Herrin made the motion to adopt the charter, Eric Bach seconded the motion. Vote 5-0-0. Motion carried.* Board made the recommendation to add the Charter to the Town web site. Jan will draft a post for Front Porch Forum. Eric will send out the post to the Chamber's Facebook page.
- H. **Selectboard Rules of Procedure:** Jan presented the draft rules, updated to include some of the recommendations from VLCT deemed relevant. The board made some very minor changes. This will be proposed for adoption at the first organizational meeting of the Selectboard on March 5.
- I. **Review Selectboard 2025 Goals:** Board reviewed 2025 goals and compared to what has been accomplished. This will be reviewed in the organizational meeting on March 5. Greg suggested looking at the action plan that accompanies the Town Plan.
- J. **Review list of selectboard appointments to be approved at organizational meeting in March:** Eric will reach out some people who may be interested in being the Greenup Coordinator. Michelle and Keith will check on the others who are up for reappointment.
- K. **Request to host bonfire at Dog Park site:** Alison asked the board how they felt about the Dog Park committee hosting a bonfire on March 14 to do away with some of the excess brush and limbs that will need to be removed. While there is likely to be snow on the ground, she assured the board that she will check with the Fire Warden. They were fine with it.
- L. **VCRD Community Visit Update:** Jan and Alison met with the staff of Vermont Council of Rural Development a few weeks ago. Today we learned that we have been chosen for a Community Visit, which is likely to occur in 2027.

Financials: These were already signed

9. **Adjourn – Motion by Glenn Herrin to adjourn at 7:45 pm.**

Minutes taken by Alison Low submitted February 22, at 10:34 a.m.