



MINUTES
TOWN OF DANVILLE SELECTBOARD MEETING
March 19, 2026
Danville Town Hall Meeting Room

Zoning Bi-law change hearing called to order by Jan Ouellette at 6:00pm.

In attendance:

Board Members: Jan Oulette, Matt Choate, Eric Bach, Allison Low and Kristin Calkins

Town Officials: Michelle Leclerc, Town Clerk and Keith Gadapee, Town Administrator, Dani Cochran, Fire Chief

Others: Roland Heath Jr., Walter McNeil, Max Kocha, Allison Despathy, Dianne Langmaid, Gerard Lamothe and Chelsea Hewitt

There was no public comment on the proposed Zoning Bi-law change which was to adopt flood hazard measures to meet FEMA requirements.

Hearing ended and Selectboard Meeting was called to order by Jan at 6:10pm.

Additions to the Agenda: none

Approval of Minutes:

Eric moved to approve the minutes of the meeting held on March 5, 2026, which accurately reflected the agenda. Allison 2nd. Motion passed with voice votes with no objections.

Municipal Minute was titled “Public Participation at Board meetings.”

Jan presented by highlighting the Rules and procedures for 2026 adopted at the last meeting.

Visitors and Public Comment:

Walter McNeil, representing the Northeast Kingdom Waste Management District, reported their status. They are running a slight deficit which is normal for this time of year and will be concentrating on infrastructure improvements this year such as building maintenance and trucks. There will be hazardous materials handling training for the employees. The annual meeting will be held in April.

Chelsea Hewitt, representing the Danville Chamber of Commerce, requested the use of the Green for Farmers' Market. It was moved by Allison to allow the use of The Green for Farmers' Markets on Wednesdays starting on 6/10/26 and ending on 10/14/26 from 3:30pm to 7:00pm. This includes the use of portable toilets and signage to be used prior and following each market and the use of controlled open-flame cooking for vendors. Matt 2nd. Motion passed with voice votes with Eric abstaining. Written permission was then signed by Keith.

Dani Cochran presented the board with 2 quotes for a new SCBA air bottle filling system for the fire station.

Bergeron Protective Clothing-\$51,838.18

Reynolds-\$64,547.00

Allison moved that we purchase the air bottling system from Bergeron Protective Clothing. Eric 2nd. During the discussion, Dani said that Bergeron Protective Clothing was the department's choice. Matt asked if a portion of the amount should come out of the fire department's working budget to lessen the effect on the balance of the Capital Equipment Fund. The Board felt the Capital fund was sufficient.

Motion passed by voice votes with no objections.

Gerard Lamothe read a letter that he crafted that stated his opinion on transferring ownership of the Pope Cemetery fence to the Danville Historical Society. He felt not only the ownership should be transferred, but a \$5000.00 stipend should be included to assist the Historical Society in its restoration. It was made clear that Gerard felt the Selectboards have not fulfilled the obligation to maintain the North Danville cemeteries

adequately. Allison moved that the fence be given to the Historical Society. Eric 2nd. During discussion Keith read the acquisition receipt that stated that if the fence can be restored the intent of the Town is that it would be reinstalled in a North Danville Cemetery working in partnership with the Town. **Dianne Langmaid**, president of the Historical Society, presented some historical information dating the fence back to possibly Civil War time. Motion passed by voice votes with no objections.

Town Clerk's Report:

Liquor License request:

St. J. Distillery requested an outdoor event license. The event will be at 556 Cary Pond Road on March 21st from 9:00am to 4:00pm. Eric moved and Allison 2nd. Request passed with voice votes with no objections.

Michelle requested to spend \$28.00 on tuition for Kristin to attend the Selectboard Essentials Training. Moved by Eric, 2nd by Allison. Motion passed by voice votes with no objections.

Michelle requested a change, recommended by the Auditors, to move the Planning Commission's budget line to the General fund. Moved by Eric, 2nd by Allison. Motion passed by voice votes with no objections

Town Administrator's Report:

The Conservation Commission is requesting that their Board consist of 5 members rather than 9 to ensure quorums more regularly at their meetings. Moved by Eric, 2nd by Allison. The statute was checked during discussion and affirmed that this change met. Motion passed unanimously by voice votes.

The Conservation Commission requested that the Town consider adding the mowing of the Pumpkin Hill Forest parking area 5 times per year to the Town's mowing contract. The board asked Keith to get an estimate.

After reading emails from the potential 2026 Town Services Committee volunteers, Eric moved that the board appoint Brian Henderson, Stacy Andre, Judy Corso and Glenn Herrin to be on the committee with Janice Ouellette and Eric Bach sharing the seat representing the Board. Keith and Michelle will be Town resources for the committee to use. 2nd by Allison. Motion passed unanimously by voice votes.

The Town Band requested the use of the Green for their summer concerts that includes Ice Cream during and signage prior to the event. The events will be 6/21/26 and 8/16/26. Eric moved, Allison 2nd. Motion passed unanimously by voice votes.

Issues and Information:

The Board signed a file copy of the Rules and Procedures that was adopted at the last meeting.

The Board signed the 2026 Town Road Codes and Standards to ensure maximum assistance from FEMA after a declared disaster.

The 2026 Selectboard Goals document was viewed and accepted for the coming year.

Keith read a Quote from TextMyGov which is a company that could manage a communication line between residents and Town Government. The cost of this would be \$5250.00 in the first year and \$3500.00 annually after that. The Board did not accept the quote.

There was a resident request for additional sheriff patrols on Brainerd Street. Keith will direct the sheriff to that area more often.

A Wastewater explanation sheet was shared which showed a several-year comparison of expenses verses revenues. This can help inform residents of the reason for the increased rates. Keith was asked to display on the website.

The Disruptive Behavior Policy draft was shared. The board will adopt it at their next meeting after some minor edits.

The board approved sending the drafted letter stemming from the Town Meeting resolution on regulatory actions on farming in our community. It will be sent to the House and Senate Ag committees.

Future Agenda Items:

- Grant Policy Update
- Hill Street Park Improvements
- Building Inspections
- Flower Garden RFP's
- Adopt Zoning Bi-law
- Volunteer celebration planning

Other:

Matt asked about using "Consent Agendas." He will check with VLCT.
Kristin asked about how cemetery maintenance information gets to the board.

Adjourned 8:08pm

Minutes submitted by Keith Gadapee