



MINUTES
TOWN OF DANVILLE SELECTBOARD MEETING
May 21, 2026
Danville Town Hall Meeting Room.

Meeting called to order by Jan at 6:01pm.

In attendance:

Board Members: Jan Oulette, Matt Choate, and Eric Bach

Town Officials: Michelle Leclerc, Town Clerk and Keith Gadapee, Town Administrator

Others: Laural Ruggles, Walter McNeil, Greg Prior, Barb Huibregtse, Brian Henderson, Charlene Parker, Timothy Ide, Glenn Herrin, and AJ Follinsbee (County Forester)

Visitors and Public Comment:

Greg Prior complimented the Town for installing the American Flags around the park.

Consent Agenda:

- Approval of meeting minutes of May 7, 2026
- Appoint Lawrence Daugherty, alongside Dan Ouellette, as the alternate representative of Danville on the Northeast Kingdom Communication Union District Governing Board, (NEKCV)
- Approve and sign the Internal Financial Controls Checklist for Municipalities cited in 24 V.S.A. § 1571(d)
- Adopt and sign the updated Town Hall Use Policy
- Purchasing Policy adoption
- Personnel policy adoption

Matt requested that the Board's letter regarding Act 181 be removed from the consent agenda so it can be discussed later in the meeting.

It was moved by Eric, 2nd by Matt **to approve edited consent agenda**. Motion carried unanimously with voice vote.

Back to Visitors:

Walter McNeil reported that the Northeast Kingdom Waste Management District is running an abnormally high deficit due to fuel prices, lack of revenue from the trash quantities, and low recycled material prices. He said, for example, plastic is about neutral and glass is an expense. The response to this moving forward is to increase stop charges, increase fees for items like refrigerators and trying to increase the revenue from trash haulers rather than increase each Town's per-capita fees. The district offers a lot of free recycling that may need to be changed in the future.

Laural Ruggles reported that the Village-to-Village nonprofit group (V2V) is in great shape using volunteers to open the Train Station Trailhead with only minor gaps in the schedule. They plan on opening on June 1st and the season will end in October. There will be vendors there such as Lamoille Valley Bike Tours and pop-up food vendors with ice cream, hot dogs and shaved ice on occasion. The gear shop will also be available when they are open. Laural is also working with Patty Conly from the Danville Historical Society to have the historic passenger side of the station covered as well. There is an electronic kiosk inside the station with trail maps highlighting parking areas and attractions along the trail as well as Danville businesses open for visitors. The station will also be used for meetings and gatherings. Outside the station is decorated with Snapdragon Flower Farm's beautiful flowers planted by volunteers. The Pause Place across the trail from the Station is nearly complete with benches, bike racks, a kiosk, a bike repair station, picnic tables and a water bottle filling station. There is a historic marker highlighting the original station with other markers to be installed in the Danville section of the Trail. Though the station is equipped with air conditioning equipment, V2V plans on limiting its use. Laural also recognized how much Rob Balviet was an asset to this project.

Tim Ide reported on the annual Danville Fire District Meeting that was held on May 12th. Ken Linsley retired from the board and was replaced by Craig Morris who is currently being trained to be the operator. Tim reported that their budget ended with a positive balance this year of \$5000.00 The fire district will continue to operate as usual but wants to keep the options open for the Town to take over in the future.

Charlene Parker reported on the Green-Up Day event that happened on May 2nd. Even though the weather wasn't favorable, Charlene reported that many volunteers attended and even some from out of Town. There were 223 green bags collected along with 13.5 tires and 2 refrigerators. **Greg Prior** complimented the Town for the Road Crew's support with their equipment and bag collection on the Monday after. Future suggestions for next year were starting to plan earlier, possibly set up teams and prizes for clean-up, and possibly having more bag drop off sites. Overall, the event was a success and something to build from.

Town Clerk's Report: none

Town Administrator's Report:

There was no returned information on an organic method of **controlling ants in Town buildings** from the exterminator.

There was an **asbestos evaluation at the North Danville Community Building** in preparation of a new heating system. The test came back positive for asbestos in the pipe insulation and in the drywall joint compound. Keith will move forward by contacting abatement contractors for estimates for its removal before the heating system can be installed.

A decision on **adjusting the sewer fees** for the Creamery Restaurant because of its closure was tabled until a full board was present to weigh in.

Keith was advised to start **advertising the open position** in the Highway Department.

The Board agreed to attempt to **sell the lawn tractor** that was formerly used at the Wastewater Treatment Plant that it is no longer needed.

There is a **new wastewater application** on Windswept Drive to consider but was tabled to next meeting due to lack of information.

The Heating oil proposals were not complete and will be considered in a future meeting.

Issues and Information:

Matt reported that 50 Vermont towns have sent letters to the legislature to repeal Act 181. After some discussion the Board decided **not to send a letter to the legislature regarding Act 181** due to some edits the Act has already had.

The Town Volunteer Event was brought up for more planning. Keith is expecting a proposal from the Knights of Pythias for a chicken barbeque for the event. Next is invitations and an estimate of attendees.

It was moved by Eric and 2nd by Matt for the Chair to sign the **Charter Change proposal**. This change is to allow for voting options in the future at Town meetings such as floor votes, Australian balloting and/or some future way of voting rather than to be only tied to the way we do it presently. It does not limit the Town to keeping the method the same but allows for easy change if the need arises. This will require 2 public meetings to inform voters about the change. The first meeting will be July 9th at 5:30pm and the second will be July 23rd at 5:30pm.

The 3 minor changes to **the Local Emergency Management Plan (LEMP)** are people's titles and contact numbers, slight modifications to the shelter plan and modifications to the flood plan. It was suggested to also add an acronym definition page. It was moved by Matt and 2nd by Eric to adopt the 2026 LEMP with these changes. Motion carried unanimously with voice vote.

It was moved by Eric, 2nd by Matt to **enter executive session** inviting Keith and Michelle regarding a possible new employee under 1 V.S.A. §313(3). Motion carried with voice votes with no objections. Entered at 7:30pm.

Re-entered public session at 7:46pm.

Eric moved to offer Ean Steele **the Recycle Assistant position** starting at \$18.00 per hour and increased when Clayton feels he is trained to perform the job. Matt 2nd. Motion carried unanimously with voice vote.

Meeting Adjourned 7:47pm

Minutes submitted by Keith Gadapee