

Town of Danville
Selectboard Minutes
June 2, 2022
Danville Town Hall (6:00 pm)

Board Members Using Microsoft Teams: Ken Linsley, and Kellie Merrell

Board Members Present: Eric Bach, Peter Griffin and Janice Ouellette

Others Present: Audrey DeProspero, Keith Gadapee, Evangelyn Morse, Deb Bixby and Regan Fecteau

Others Present Using Microsoft Teams: Greg Prior and Clayton Cargill

Meeting was called to order by Chairman Eric Bach at 6:00 pm.

1. **Additions to the agenda:**

- Methodist Church Request

2. *Motion by Peter Griffin, 2nd by Kellie Merrell to approve **minutes of Regular meeting of May 19, 2022** with change on page 3, changing VCC to UCC. Vote 5-0-0. All in favor.*

3. **Visitors**

- **Lee Beattie – North Danville Community Building Update** – present tonight representing the North Danville School Association. Grant received in the amount of \$40,000 for drainage and repair to school. Lee Beattie discussed ditching, bids, opinions of persons, drainage concerns, damage to inside of building and adding gutters to building. She wondered if a Zoning permit was needed and was advised to contact the Zoning Administrator. Two bids were received, one from Kirk Fenoff & Son Excavating for \$20,000 and one from Alliance Consulting & Excavation for \$27,250. The difference between bids is the demolition/removal of the handicap ramp. NDSA is favoring the bid from Kirk Fenoff as they are familiar with his work.

Motion by Kellie Merrell, 2nd by Peter Griffin to approve recommendation of the North Danville School Association to go with bid submission by Kirk Fenoff & Son Excavating for \$20,000 for drainage repairs to align with grant, pending approval from grantor. Vote 5-0-0. All in favor.

Greg Prior inquired about cost to replace handicap ramp.

Lee Beattie noted they will not allow Kirk Fenoff to destroy ramp and will have volunteers remove and replace. Lee Beattie noted the drainage project would not use up all money from the grant but they have other projects that need to be done also.

Lee discussed funds raised for playground estimating \$14,000 and how they were looking into a playground smaller than the current one.

Lee Beattie discussed the recent water problem with boiler pressure tank that sprung a leak. The school's water comes from the church. Walden Heights Heating was called and the issue has been fixed.

- **Evangelyn Morse Conservation Commission Chair – Progress Report Parking Lot & Trails** – Management Plan for Town Forest speaks of developing trails and the Conservation Commission is looking into the logging roads left from the harvest done this past winter to be connected and used as trails.

Matt Langlais helped with the new parking area location which has been decided on to be near the stump dump before the opening of the stump dump on the left about 100 feet in. It will be a 60x30 pull off which will hold about five or six cars. Trees will need to be taken down and the area will need to be leveled. The trails will start in the woods keeping people off roads. The gate will be

moved. You will not be able to see the stump dump opening from parking area and the gate will deter people from going toward stump dump. A kiosk with trail maps and rules for the town forest will be built. Selectboard approval is needed for the parking area and to start building trails. Money from forestry activities to be used towards building the trails and kiosk. Evangelyn Morse is seeking to use highway department to utilize for creation of parking lot area and Forest funds to be used for purchasing materials.

Keith Gadapee spoke of parking area, needing culvert, gravel, seed and mulch for an estimated cost is \$2,700. The Highway crew could do work and there would be no cost to the town only the man hours involved and town equipment used such as excavator and dump truck. Material cost to come from Conservation Commission

Evangelyn Morse spoke of timeline noting the parking lot will be in by fall and the first trail to be built this summer.

Janice Ouellette inquired about how much time commitment would be required by Highway Crew.

Keith Gadapee noted 60 man hours or so in equipment time but if contracted out it could cost upwards of \$9,000-10,000.

Evangelyn Morse noted if contracted out it would use most of their funds.

Peter Griffin inquired if this would take time away from the Highway's day to day routine as his concern was for management of time.

Keith Gadapee noted yes but they help out other groups too.

Greg Prior inquired if there would be seasonal plowing.

Evangelyn Morse noted the Conservation Commission has spoken about it but it is up to the Town Highway Crew if they are able to do it. If they were then this would enhance snowshoeing and cross country skiing.

Motion by Kellie Merrell, 2nd by Peter Griffin to approve the use of the Town Highway Crew to build/install parking lot area with use of the Town Crew personnel and Highway equipment hours and to use Conservation Funds to purchase required materials needed for parking area.
Vote 5-0-0. All in favor.

Ken Linsley spoke of concerns for moving the gate as it opens exposure of kids parking and hanging around in lot and illegal dumping as illegal dumping has been done there in the past. Ken Linsley noted he was in favor of the motion.

Evangelyn Morse discussed developing trails. She walked the area with Matt Langlais County Forester and discussed goals of having walking trails for horseback riding, biking, and walking dogs. She noted hunting is also done in the forest. Their first stage would be to have a small loop for a walking trail and off of that will be a family orientated biking trail about 2.5 – 3 feet wide which goes in and out of the logging trail. They want to start trail building and using the first as a frame work to start from which will be approximately 1.25 miles. When they are ready to build trails, they will get volunteers to help start building the trails.

Peter Griffin inquired if anyone considered exposure if someone gets hurt using trail.

Ken Linsley suggested to review trail information with VLCT and get VLCT's concerns and recommendations.

Ken Linsley inquired if motorized traffic would be allowed on trails.

Evangelyn Morse noted VAST trail already goes thru forest but they would not be allowing them on our trails however electric bikes would be welcomed.

Ken Linsley suggested to look at LVRT and see how they are handling electric bikes.

Consensus is to have family friendly trails in the Town Forest as it is a good use of space.

Evangelyn Morse noted the first work day for trails is June 9th from 5pm to 7pm. Persons are to meet at Town Forest where the new parking lot area is.

4. **Town Clerk** (Wendy Somers) – absent. Audrey DeProspero spoke on her behalf.

- Special Event Permit for Eden Ice Cider Company for Spirits of Vermont Festival scheduled July 3 at Joe's Pond Pavilion. Hours of operation are 2-5pm for selling of 12 oz cans, 750 ml bottles and 375 ml bottles.

Motion by Ken Linsley, 2nd by Kellie Merrell to approve the Special Event Permit for Eden Ice Cider Company as described above. Vote 5-0-0. All in favor.

- Special Event Permit for Montview Vineyard & Winery for wine tasting at Spirits of Vermont Festival scheduled July 3 at Joe's Pond Pavilion. Hours of operation are 1-6pm for 5 oz tasting, maximum 2 glasses per person.

Motion by Kellie Merrell, 2nd by Janice Ouellette to approve the Special Event Permit for Montview Vineyard & Winery as described above. Vote 5-0-0. All in favor.

5. **Highway Foreman** (Keith Gadapee)

- Signature required on Letter of Intent for next season's grant for Municipal Roads Grants In Aid Program for 2023.

Motion by Peter Griffin, 2nd by Janice Ouellette to authorize Eric Bach Selectboard Chair to sign Letter of Intent for the 2023 on behalf of Selectboard. Vote 5-0-0. All in favor.

- AOT is taking over Rail Trail – VAST lease is up July 1, 2022. Mowing of the 93 miles of rail trail from St. J to Swanton has been subcontracted out. Danville Highway volunteered to do Danville as other towns had volunteered to do their areas. The new system will relieve the town of their duty. The transition year will only allow them to do one mowing somewhere between July 15 and 30th. Keith Gadapee suggested for the town to mow it before their start date, after their date or do nothing. He favored to do it at the end of the year.

Ken Linsley did not think doing it before July would be beneficial.

Eric Bach favored doing a double swipe in the fall.

Consensus is for Keith Gadapee to apply for a permit and do double sweep in the fall.

- 911 Private Road Signs – concern for road identification signs on private roads. The town has sold signs that look the same as the Town Road signs for emergency services to be able to identify their locations. He has been seeing a lot of requests lately and wondered if a policy should be created.

Eric Bach suggested to sell a sign kit which has the sign, post and hardware included along with directions for installation.

Ken Linsley spoke of MUTCD placement requirements for street signs.

Keith Gadapee inquired who is responsible for replacement of private road sign if it is broken or goes missing.

Kellie Merrell noted other towns have guidance and referred to Town of Richmond.

Ken Linsley suggested inquiry be run through VLCT.

- Open Position – one application received. Keith Gadapee inquired if the Selectboard wanted to interview the person with him.

Janice Ouellette volunteered to take part in the interview.

Keith Gadapee and Janice Ouellette discussed options for interview time, decided was Monday evening at 6:30 pm at the Highway Garage.

- VLR (Vermont Local Roads) Formal Training for CDL. VLR has suggested that towns become training sites. The trainer is basically the person who runs thru the online training and documents hours of training. Keith Gadapee inquired if the Selectboard would want him to become the trainer in Danville for the Highway garage. He would become certified through Federal Motor Carrier. The trainer could be either public or private. He suggested to be a private trainer in Danville for applicants. The town would provide truck, trailer and location to practice.

Janice Ouellette wondered if there was any liability to Keith Gadapee for signing his name.

Keith Gadapee noted he would need to work with VLR to find out more information.

Eric Bach thought it was a good idea for recruitment and retention.

Ken Linsley inquired about refresher training course commitment.

Keith Gadapee noted he would need to look into it and then would send Selectboard information.

Consensus if for Keith Gadapee to pursue information for becoming a formal trainer.

- Recycle Grant – final paperwork is required to be submitted. Keith Gadapee wondered who should be submitting this.

Kellie Merrell volunteered to help.

Eric Bach suggested front office (Town Clerk) to manage and Audrey DeProspero if needed.

- Littering – Keith Gadapee spoke to Selectboard as resident not as employee, as littering has been done on the road that he lives on. A neighbor has spoken to the person who has done the littering. Keith Gadapee urges the Town to pursue this matter.

Eric Bach noted as Health Officer he has been contacted. The trash has been returned to the owners and the owners of the trash have been spoken to about legalities. Eric Bach has not received any other follow up from either persons or police.

6. Issues and Information (All)

- (a) **Ecoli Sampling** – Kellie Merrell – budget up for ecoli sampling, test had gone up, would like to start weekly testing next Tuesday. An approval from the Selectboard is required before sending sample to the lab for 2022 season

Motion by Janice Ouellette, 2nd by Peter Griffin for weekly test sampling to start next Tuesday at new rates. Vote 5-0-0. All in favor.

- (b) **CCDC – Use of Green** – Audrey DeProspero received a call from Mildred Leburne on behalf of the Caledonia County Democratic Committee to request use of the Green as they have done so in the past. They are seeking to use the Green and the Gazebo on Saturday, June 11th from 9 am until 11:30 am. There will only be approximately eight people.

Consensus is to approve Mildred Leburne request for the CCDC to use Green on June 11th from 9-11:30.

- (c) **Methodist Church – Use of Green** – Audrey DeProspero received request from Buddy Munding for the Methodist Church to use the Green on Sunday, July 10th from 10 am until 3pm for their yearly yard/bake sale.

Consensus is to approve use of Green by Methodist Church on July 10th from 10am until 3pm for their annual yard/bake sale. Vote 5-0-0. All in favor.

(d) Executive Session 1 VSA 313 (a) (3) Evaluation of Public Officer/Employee

Motion by Peter Griffin, 2nd by Janice Ouellette to go into Executive Session per 1 VSA 313 (a) (3) Evaluation of Public Officer/Employee and to only invite Selectboard. Vote 5-0-0. All in favor.

Selectboard entered Executive Session at 7:36 pm.

Peter Griffin left Executive Session at 8:10 pm.

Motion by Ken Linsley, 2nd by Kellie Merrell to leave Executive Session at 9:51 pm. Vote 4-0-0. All in favor.

No decisions made.

7. Financials: Orders to review and sign - Financials signed.

8. Adjourn - *Motion by Ken Linsley, 2nd by Kellie Merrell to adjourn at 9:52 p.m. All in favor.*

Minutes taken by Audrey DeProspero submitted June 3, 2022 at 11:43 am.