

Town of Danville
Selectboard Minutes
October 20, 2022
Danville Town Hall (6:00 pm)

Board Members Present: Eric Bach, Ken Linsley, Kellie Merrell Janice Ouellette, and Peter Griffin

Others Present: Wendy Somers, Keith Gadapee, Water McNeil, Laura Ruggles, Kate Whitehead, Michael Hogue, Alison Despathy and Lee Beattie

Others Present Using Microsoft Teams: Audrey DeProspero, Ginny Incerpi, Greg Prior, Debby Marrier, and Craig Morris

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

1. **Additions to the agenda:**

- Town Fair
- Walter McNeil, NEKWMD

2. *Motion by Kellie Merrell, 2nd by Janice Ouellette to approve **minutes of Regular meeting of September 29, 2022** as written. Vote 5-0-0. All in favor.*

3. **Visitors**

- **Michael Hogue, Train Station Committee – RFQ Construction Maintenance –** discussion was on hiring a project manager and construction from platform back out to canopy and entrance as well as ADA access. The Train Station Committee will come back to Selectboard at a later date to discuss cost associated with maintenance. Michael Hogue discussed exhausting grant, fundraising committee, consultant and maintenance taken care of by Town.

Kellie Merrell inquired if the Town had a line item dedicated to that or would it be under general information under the maintenance line in the budget.

Eric Bach discussed feasibility study and cost neutral.

Ken Linsley noted it would come out of the budget maintenance account opposed to the capital account.

Michael Hogue discussed doing by bid and getting four or five bids. He noted there was no defined limit but when the bids are received, he would come back before the Selectboard.

Motion by Ken Linsley, 2nd by Peter Griffin to authorize to go out with RFQ. Vote 5-0-0. All in favor.

- **Kate Whitehead, Train Station Committee – Grant –** seeks approval for going after NVDA's Technical Assistance Grant which is a cost share program. There is \$26,000 left in their funding. The funds would be to cover fees associated with architectural and engineering preconstruction services of Ryan Edwards which is work that is being done for the Train Station project. The grant requires a 25% match however the MPG/Adaptive Reuse grant can cover the match requirement so they would not have to come back for additional money. They would only need to submit application and scope of work.

Motion by Kellie Merrell, 2nd by Peter Griffin to approve request for funds for NVDA Technical Assistance Cost Share Program. Vote 5-0-0. All in favor.

- **Laural Ruggles – NVDA-LVRT Scoping Study Proposal** – six towns (St. Johnsbury, Danville, Walden, Cabot, Greensboro and Hardwick) are working together on VTrans draft Management Plan and Regional Trans Counsels. This is a VTrans grant opportunity of 2 million dollars for towns along the trail. There are two categories: construction and scoping feasibility category. Danville could use scoping feasibility category around amenities. The train station will be a trail head if feasibility study is done. Amenities can be determined to what is needed and where. NVDA has been doing lots of work and will put it out to bid to get a consultant. NVDA is doing the leg work. The 20% cash match will be divided between six towns. There is no exact amount yet.

Motion by Kellie Merrell, 2nd by Ken Linsley to sign letter of support addressed to Jackie Cassino, Rail Trails Program Manager. Vote 5-0-0. All in favor.

Motion by Ken Linsley, 2nd by Janice Ouellette to nominate Laural Ruggles to NEK Plus Committee as our LVRT Regional Train Counsel. Vote 5-0-0. All in favor.

- **Northern Connections (Ryan) – WiFi on Green** – Eric Bach spoke on behalf of Ryan.

Eric Bach noted Northern Connections provided internet for the Danville Fair and Autumn on the Green. Eric Bach inquired if Northern Connections donated the equipment could internet, then be set up on the Green. If it was needed, Northern Connections could just turn it on. An antenna hitched to corner light post on Green would be done by line of site for access. Northern Connections could also hitch to poles and gazebo but in order to work they would have to have clear view of tower which would need to be hitched to Town Hall. Northern Connections has connection with Charter. There would be no cost. Northern Connections would donate the equipment. Ryan is the owner of Northern Connection so service would be free.

Wendy Somers inquired if this would be internet or cell phone.

Eric Bach noted internet. Line of sight not high-speed internet.

Greg Prior inquired how there were powered.

Eric Bach noted they run on battery packs.

Ken Linsley inquired if it could be turned on all the time for residents/

Eric Bach noted yes.

- **Alison Despathy – Pandemic in VT/Selectboard** – was present to circle back around for what has been going on these past years. Alison Despathy discussed her path and experience noting she felt an ethical and moral obligation to step into the public arena. She is a constitutionalist and has 25 years of teaching students and clients. She spoke of regulatory regulations and gave an insight to her and where she is coming from. She noted the Selectboard was investing in community and she cares for humanity and community and has information to share publicly.
- **Lee Beattie – North Danville Community Club – update:**
 - Rain gutters - two proposals received: S&J Seamless Gutters for \$4,650 and Worth Seamless Gutters for \$5154. The Community Club voted to select S & J Seamless Gutters for \$4,650 because they could get the work completed before winter. Location of installation would be 24 feet with needle guard covers from exit to handicap ramp, down back and across front of building. The crown

molding on the building was a bit of a concern because two-inch pine board was needed to be added and if the items were not painted, they would rot. Composite board discussed for installation with an additional cost of \$600.

Deb Marrier noted the Community Club after the discussion of gutters, and painting and sealing area of building it was determined that the area doesn't look like it is deteriorated so their decision was in favor of having it done with their funds but sought Selectboard input.

Lee Beattie noted the material comes as pre painted pine and she has a current quote but the quote may not be the same as next year so they want to move quickly.

Ken Linsley noted the money discussed was money the Community Club had been saving for fixing the building however they received a grant to do so. Ken Linsley was in favor of supporting gutters by S&J.

Motion by Ken Linsley, 2nd by Peter Griffin to support S&J Seamless Gutter quote in the amount of \$4,650. Vote 5-0-0. All in favor.

Ken Linsley noted the money was not coming out of appropriations that the town gives them, it was coming from their funds that they have collected.

- Handicap ramp was removed so drainage work could be done. Ramp was damaged so they have been looking into cost for replacement. A quote from Upward Mobility was received for \$15,000. They looked into lift and another metal ramp for \$11,000. Now they are looking into pressure treated wood which could cost \$8,000 in materials but would need someone to help build.

Deb Marrier noted that when they say, 'we are funding', they are actually referring to the Town's generous community.

- Fire Alarm is past due for inspection. Richard DeGreenia has been contacted.
- Lloyd Rowell is working on furnace because it is not automatically filling the water back up. It is clogged up inside and needs to be cleaned.
- Window Dresser cost for window inserts was taken from the North Danville Community Center budget. There is concern for the cost being taken from that budget line and suggested was for Selectboard to use ARPA funds instead.

Ken Linsley discussed possibly using ARPA funds. Suggested was to go back and review the minutes. Noted was this could be a reasonable approach to using ARPA funds of \$1,607.79.

- Section of driveway is getting bad and Lee Beattie wondered if in the future could it be paved from flagpole.

Keith Gadapee to look into this.

• **Walter McNeil – NEKWMD – update:**

- Charter voted on which disappointed Walter McNeil because there was not a lot of attendees to the meeting. There are 45 supervisors and only 32 attended. 30 out of 45 votes for support were needed. 28 voted against. A revote is scheduled to be done in December due to missing supervisors.

- Budget meeting held. Their budget of \$885,280 is a 3% increase over last year. They would like to give employees health insurance and raise wage rate as it is low (under \$15).
- Cardboard down. There is no market for plastic so they are breaking even. They are still getting something for paper. They are hoping that the process doesn't free fall. Their primary goal of the waste district is to keep items out of land fill.
- Update on memorial for Jim Ashley: Saturday, November 5th at 11am.
- Email from Paul Tomasi regarding business in town who wanted to see if they can use recycle center.

Ken Linsley noted there are businesses currently using it, but the question is at what volume will they.

Walter McNeil noted if use is voted on by Selectboard, it could open a can of worms and it could be born on the back of tax payers as there would be more pick up and town would have to pay more and other tax payers would be paying for their business. There is a cost associated to town's people by allowing such.

Eric Bach noted Three Ponds approached them regarding bringing their recycle to the recycle center.

Ken Linsley noted significant volume would require two days to be open and if large businesses started using the recycle center, then the Selectboard would need to assess each case as it comes along.

Eric Bach suggested to talk to Clayton Cargill to assess the situation.

4. **Town Clerk** (Wendy Somers)

- Draft audit for review at next Selectboard meeting.
- Received 2023 rates for MVP and Blue Cross Blue Shield. Pricing is close this year. Wendy Somers to compare and put a synopsis together for the next Selectboard meeting.
- Sewer – new Chinese restaurant going in where Tirozzi Pizza was. The new restaurant will have limited food to start. Wendy Somers wondered how the change from pizza to Chinese would have on the sewer. She inquired if she needed to contact someone from the sewer plant.

Eric Bach inquired if the new restaurant would be take-out.

Wendy Somers noted it would be similar to Tirozzi.

Ken Linsley suggested to involve H20.

Wendy Somers noted she would contact Jim Brimblecombe. She thought a new application was required to be signed.

- Sewer – procedure with lots being sold on Upper Drive. Persons have been hooked up for over one year. Zoning permit needs to have wording change for sewer and water indicating applicants need to contact Town Clerk for inspections and wording needs to be added for driveway permits requiring applicant to contact Highway Department. Flow sheet discussed with regards to water, septic and sewer.

Motion by Janice Ouellette, 2nd by Ken Linsley to approve sewer at 70 Upper Drive for Stuart and Carol Ramsdell. Vote 5-0-0. All in favor.

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

- Finishing up third grant of season. Paperwork to be submitted early November for Pilot and Aid Grant.
- Vehicle repairs done so we have a full fleet.
- Maintenance Supervisor of School and Highway Foreman working together. Highway Foreman is giving assistance to extend drive and park area with town equipment. Keith Gadapee grades area once and awhile. This time he will use town material. The school will pay for it. The Highway Department is not competing with private sector. Town equipment will be used to help school out.

6. **Issues and Information** (All)

- (a) **New Address, Bluebird Hill** – Audrey DeProspero – written confirmation has been received from landowners acknowledging shared drive name change. Original request was given to Selectboard at September 29th meeting.

Motion by Ken Linsley, 2nd by Kellie Merrell to approve the new naming of shared drive to Bluebird Hill. Vote 5-0-0. All in favor.

- (b) **NVDA-LVRT Scoping Study Proposal** – See Visitor Section: Laural Ruggles

- (c) **Parking** – Eric Bach – no overnight parking discussed along streets and around park. Eric Bach inquired if this was something the Town was interested in.

Keith Gadapee discussed sign piece of implementation and inquired if signs would be permanent or temporary. He also noted hours of restrictions needed to be considered and if this should be done all year or just in winter. No parking signage has been painted on the ground but will not be seen in winter months. Keith Gadapee noted people are concerned with signs being ugly.

Text for signs discussed and whether permanent or not and specific time being listed on signs

Keith Gadapee inquired which direction the Selectboard wanted him to go in.

Eric Bach noted temporary and focus on Hill/Brainerd where it is an issue and suggested 10pm to 6am no parking hours.

- (d) **Grant Applications** – Kellie Merrell – has time to put towards working on grants for ARPA matching funds. Offered to do the leg work and researching options. Suggested to work with another Selectboard member as a sub-committee for ARPA funds match.

Ken Linsley discussed expenditure of ARPA funds and no constraint if using as match money.

Kellie Merrell discussed identify items.

Ken Linsley noted funds need to be committed by 2024 and expended by 2026.

Eric Bach discussed taking key projects and set with deadlines that are out there and finding grants that are out there.

Kellie Merrell inquired if Selectboard should meet in Special meeting or should there be a committee formed to match items and set up matrix and involve Community.

Eric Bach liked having the community involved.

Janice Ouellette volunteered to work on subcommittee.

Eric Bach noted he would not be able to be part of subcommittee.

Ken Linsley suggested to put feelers out to identify general areas and funds for areas.

Kellie Merrell suggested asking Kate Whitehead to be part of committee and pay her for her involvement.

Eric Bach suggested that should be done after finding grants.

Ken Linsley suggested to contact Kate Whitehead and ask her if she has any ideas of where to go and look for grants and suggested to contact NVDA as they are a good source of information.

Eric Back suggested to ask Alison Low if she wanted to be on the committee.

Ken Linsley discussed setting parameters (what do you want to do and how are you going to achieve it) then going and asking certain people who have knowledge and proper skill sets associated with projects and grants.

Eric Bach noted the meetings should be warned as Special meetings.

- (e) **Town Fair** – Janice Ouellette – really valuable to attend the Town Fair. She encouraged other to attend. There were interesting workshops such as Community Engagement with new tools that she thought the Selectboard should look at down the road.

Informational Items:

- Green Usage requests: Danville United Methodist Church requested use of Green for Sunday, October 16th from 10:30 until 2 for their pie sale and Peacham Corner Guild will have their holiday show on November 4th and 5th and will be placing a small sign on the Danville Green one week before their event.
- Previous oil company who did not win the 22-23 heat bid filled Town buildings at a higher cost but have agreed to correct the invoices and use the current quoted price of the new oil company.

7. **Financials: Orders to review and sign** – Financials Signed.

8. **Adjourn** - Motion by Ken Linsley, 2nd by Janice Ouellette to adjourn at 8:08 pm. All in favor.