

Town of Danville
Selectboard Minutes
November 2, 2023
Danville Town Hall (6:00 pm)

Board Members Present: Janice Ouellette, Alison Low, Glenn Herrin and Peter Griffin

Board Members Absent: Eric Bach

Others Present: Audrey DeProspero, Keith Gadapee, Chelsea Hewitt, Scott Burns and Bruce Brink

Meeting called to order by Vice Chair Janice Ouellette at 6:03 pm.

1. Additions to the agenda: Bruce Brink

2. Approve minutes:

*Motion by Glenn Herrin, 2nd by Peter Griffin to approve **minutes of Regular meeting of October 19, 2023** with change to page 4, section (g), second sentence to read: Croquet on the Green was not a NDCC thing, the members noted they had nothing to do with it. Vote 4-0-0. Motion carries.*

3. Visitors

- **Chelsea Hewitt, Chamber – Use of Green for Holiday Stroll around Village –**
Holiday stroll around the Green will take place on Saturday, December 9 from 4:30pm until 7:30 pm. Use of Green is being requested from 3:30pm until 8pm for set up and clean up. There will be pet pictures with Santa at the Gazebo from 4:30 until 5:30 pm so electricity from the gazebo is required.

Alison Low noted poop bags will be handed out to encourage people to clean up after their pets and dogs will be on a leash.

The event is by donation and money raised is for the Dog Park.

Motion by Glenn Herrin, 2nd by Peter Griffin to grant permission to the Chamber and Dog Park Committee to use Green and gazebo for Holiday Stroll and pictures with Santa. Vote 3-0-1. (Abstain = Alison Low). Motion carries.

- **Bruce Brink** – present to discuss letter he received from Animal Control Officer regarding barking dogs. He wondered what the process was for a letter like this. He was concerned about the letter. He has raised Irish Setters for approximately eight years and has a breeder's license. His new neighbor that moved in recently has been emailing him nasty emails about his dogs barking. He has a 6-foot fence around his property and is required to only have a 4-foot fence and he has planted cedar hedges the width of the property that borders this neighbor.

Selectboard reviewed letter and noted that this was the first time they had heard about this situation. Determination was that the letter was just a warning to make him aware that the ACO had received a complaint.

4. Town Clerk (Wendy Somers) - absent

5. Highway Report (Keith Gadapee)

- **Roadside Mower** – tractor fixed would be worth \$20-25,000. Repair bill estimate at \$18,000. If they choose not to fix and trade it, the tractor will be worth \$7,500. A

new tractor cost is about \$170,000. Keith Gadapee noted they need to figure out where they want to go as they have to prepare for budget season. They could fix and use it for a year or two, they could sell it, fixed or not, and then find a contractor and hire the mowing out or they could trade it for a new one. This would not be the tractor they would buy because the dealer is far away. Keith Gadapee has not met with Ryegate yet but will do so to discuss. The repair bill is 50% because Danville has partnered with Ryegate and share the mower. He is bringing this information to the Selectboard because they have to prepare this budget.

Peter Griffin inquired if they have contracted out this much in the past.

Keith Gadapee noted yes. This was an investment, we are not out to make money, this was done to cover the cost.

Alison Low inquired if the repair was going to have a warranty on it.

Keith Gadapee noted he was looking into it.

Alison Low discussed contracting out and noted it was going to be difficult to get it done when they wanted and they would have less control of invasives.

Keith Gadapee agreed. He noted they didn't get much mowing done this year because of the break down.

Glenn Herrin inquired about the cost estimate for contracting out.

Keith Gadapee noted he could reach out to contractors.

- Crew Member – one crew member has reached level 3 and Keith Gadapee is requesting that this person be bumped up as he had gotten his CDL.

Motion by Glenn Herrin, 2nd by Alison Low to move Shane Drinkwater to Pay Grade 3 effective next pay period. Vote 4-0-0. Motion carries.

6. Issues and Information (All)

- (a) **Local Hazard Mitigation Plan Adoption (LHMP)** – Glenn Herrin noted FEMA has approved LHMP and now the Selectboard needs to formally adopt it.

Motion by Alison Low, 2nd by Glenn Herrin to adopt the Local Hazard Mitigation Plan (LHMP). Vote 4-0-0. Motion carries.

- (b) **Use of Town Property Fees** – Audrey DeProspero discussed Stephanie Maynard's attendance to the Selectboard on 9-21-23 requesting to park her 16-foot enclosed trailer around Green to sell hot take-out food on Mondays. Stephanie Maynard has submitted her application, catering license and insurance information. A fee was never agreed upon, so one needs to be approved so that she can proceed. Stephanie Maynard is also asking for use from November 6, 2023 until April 29, 2024.

Motion by Peter Griffin, 2nd by Glenn Herrin to approve Stephanie Maynard to use parking area around Green from November 1, 2023 until February 1, 2024 subject to not impede immediate access to library, plowing needs of the Town, and not subject to fee. Vote 4-0-0. Motion carries.

Peter Griffin noted that he would welcome Stephanie Maynard to come back to extend the use if it was working out well.

- (c) **Parking Ordinance** – Alison Low discussed revised Parking Ordinance with fees and fines. Some information came from the Dorset example.

Peter Griffin inquired about the roll of the Selectboard Assistant.

Alison Low discussed an enforcement person being needed.

Payment discussion ensued. In question was who was going to collect monies associated with fees and fines. Discussion ensued about current dollars paid to Town Hall was done through Town Clerk.

Consensus was to put subject back on agenda for the next meeting for further discussion.

Alison Low discussed permit parking only which would grant individuals a free pass to park in certain areas, e.g., parking for downtown employees. This would be a way to discourage them from parking in front of other businesses.

- (d) **Municipal Planning Grant** – Alison Low noted the grant was submitted and she is waiting to hear back on the submission which should be sometime at the beginning of December. The focus of the grant was design of the municipal parking lot to get it shovel ready. Construction documentation (bidding support) is the only item not able to be submitted. She discussed parking management, testing for drainage, stormwater management on site, definitive solution for stormwater, survey of lot, and support certificate of public good for solar canopy. Alison Low noted the grant is very competitive and preconstruction is what persons use this grant for.
- (e) **Regional Priority Projects** – Janice Ouellette discussed filing application with NVDA for their review. She should hear back from them at the end of the year if Danville is in the top 10. If designated as priority project it will help with future grants.
- (f) **Grant Update** – Janice Ouellette noted she has learned a lot looking at different grants. A decision will be required on their next steps for the Downtown Transportation and Transportation Alternatives. The Train Station is also planning to apply for these grants. Janice Ouellette noted they need to decide whether they want to compete for the limited grant funding. She has emailed the state to see if they would accept more than one project from a municipality.

Alison Low noted generally the answer is no.

Peter Griffin inquired if they could combine the two.

Alison Low noted it was very difficult to do and would dilute funding.

Janice Ouellette noted the Trains Station was a historical building and the Train Committee would apply under that using the Transportation Alternative grant and the Town would be under a different title.

Glenn Herrin inquired if either would be better off applying to one than the other.

Alison Low noted the Train Station already has funders on board and the Town does not.

Janice Ouellette noted their alternative would be VOREC (Vermont Outdoor Recreation Economy related items) which is due December 15 and there is no match needed. They just have to budget for it. This would make the project more ready.

Alison Low discussed the shared pathway width.

Janice Ouellette discussed the study scoped out an 8' path however regulations shared pathways are now 10'. Janice Ouellette has emailed her contact person with questions and is waiting for a response. She suggested to wait to see if the Town gets the

Planning Grant. The shared pathways is the only thing they could do without drainage.

Keith Gadapee discussed no plan for stormwater down that road.

Alison Low discussed initial scoping study.

Keith Gadapee noted it was the oldest water line in Town and there were concerns from the Fire District.

Alison Low discussed survey for walkers and cyclist on shared roadway. The drivers hated it. She discussed attendance at walking webinar and advisory lanes. People tend to drive at whatever speed they are comfortable with.

Keith Gadapee noted advisory lanes are not MUTC compliant.

Discussed were challenges and waiting to hear back from state regarding 10' pathway.

Alison Low to check on liability.

Janice Ouellette to check with state on shared pathway.

Consensus is not to jump on grants that Train Station is going after.

- (g) **Radar Speed Back Sign Update** – Audrey DeProspero discussed prior Selectboard meeting of 7-20-23 when Selectboard approved to move forward with the process of two radar speed back signs for the West Danville area with payment to come from the 2024 budget. The state has approved the location, now a work permit requires signature.

Consensus was for Janice Ouellette to sign the work permit for the radar sign.

- (h) **Text My Gov** – Audrey DeProspero discussed attendance to webinar for TextMyGov: information that residents can easily find by texting key words, answers available 24/7, and alerts residents can opt in to. Residents can receive information on dog licensing, road closures, they can inform town of pot holes, lights out and/or missing street signs.

Peter Griffin noted he was interested but had concerns.

Alison Low noted she would be interested in a demo.

Janice Ouellette discussed attendance at 2022 Town Fair and enhanced website.

Glenn Herrin was concerned for residents and mobile coverage.

Audrey DeProspero to reach out to company and set up webinar with interested Selectboard members so that they can learn more information about the system.

7. Financials: Orders to review and sign

Motion by Peter Griffin, 2nd by Glenn Herrin to authorize Janice Ouellette to review and sign the Financial Orders on behalf of the Selectboard. Vote 4-0-0. All in favor.

8. Adjourn - Motion by Alison Low, 2nd by Peter Griffin to adjourn at 7:59 pm. All in favor.

Minutes taken by Audrey DeProspero submitted November 3, 2023 at 11:20 am.

