

Town of Danville  
Selectboard Minutes  
May 2, 2024  
Danville Town Hall (6:00 pm)

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

**Board Members Using Teams:** Eric Bach

**Others Present:** Audrey DeProspero, Michelle Leclerc, Keith Gadapee, Jeanette Hastings Bergeron and Bruce Brink

**Meeting called to order** by Chair Janice Ouellette at 6:00 pm.

**1. Additions to the agenda:**

- Walking Tour (Eric Bach)
- Grant Basic Webinar and Capitol Reserve (Janice Ouellette)
- Jeanette Hastings Bergeron (Keith Gadapee)

**2. Approve minutes:** *Motion by Alison Low, 2<sup>nd</sup> by Glenn Herrin to approve minutes of Regular meeting of April 18, 2024. Vote 5-0-0. Motion carries.*

**Approve minutes:** *Motion by Alison Low, 2<sup>nd</sup> by Glenn Herrin to approve minutes of Special meeting of April 22, 2024. Vote 5-0-0. Motion carries.*

**3. Visitors**

- **Gary Farrow – Croquet on Green** – postponed until next meeting.
- **Jeanette Hastings Bergeron** of 28 Pleasant Street, Keene, NH use to live in Danville. She intends to move back to her Hastings Hill Road home which is on a Class 4 road. She is seeking to have the Class 4 road changed to a Class 3 road which is approximately 700 feet. This portion of the road was not brought up to code/specs and she is asking to get it approved and to have care by Town on road and driveway.

Keith Gadapee discussed process: conduct hearing, towns people can weigh in or Selectboard can choose no hearing and Jeanette Hastings Bergeron can petition to push for a hearing. Keith Gadapee encouraged Jeanette Hastings Bergeron to come to the Selectboard.

Alison Low inquired what the hearing notice requirement was.

Keith Gadapee thought it was 30 days. He suggested the Selectboard hold a site visit and then respond to request to start hearing. The burden is on the land owner not the Town in regards to cost to make the road a Class 3.

Peter Griffin inquired about road criteria and they could find it.

Keith Gadapee noted he could provide criteria. He suggested Selectboard keep in mind that the road needs to be a benefit of the habitants of the Town and for public good.

Glenn Herrin noted the road is a dead-end road but there were two others on the road. The road is Class 3 then turns to Class 4. The Class 3 portion ends before the homestead so the Selectboard would be making Jeanette Hastings Bergeron's driveway a Class 3.

Alison Low inquired about length.

Keith Gadapee noted it was not a mile.

Eric Bach noted it was .8 miles.

Janice Ouellette inquired if the Selectboard desired to schedule a site visit.

*Consensus was yes to a site visit.*

Jeanette Hastings Bergeron noted Monday, Tuesday and Thursday were convenient to her.

Selectboard discussed availability.

*Consensus to meet at site on Tuesday, May 14<sup>th</sup> at 8am.*

#### 4. **Town Clerk** (Michelle Leclerc)

- VT Bond Bank webinar. Application due dates will be announced, if Selectboard want to do application to borrow money now is the time. Application only comes out twice a year.
- NEK Broadband Communication is looking for a representative. Jonathan Baker is a part time resident as he is moving but is willing to continue as Representative.

*Consensus to sign application for Jonathan Baker to continue as Representative.*

- Liquor License for Red Barn as malt manufacturer.

*Motion by Alison Low, 2<sup>nd</sup> by Glenn Herrin to approve Liquor License for Red Barn as malt manufacturer. Vote 5-0-0. Motion carries.*

- Tobacco License for Hastings Store LLC.

*Motion by Alison Low, 2<sup>nd</sup> by Glenn Herrin to approve Tobacco License for Hastings Store LLC. Vote 5-0-0. Motion carries.*

- Second Class Liquor License for Hastings Store LLC.

*Motion by Alison Low, 2<sup>nd</sup> by Glenn Herrin to approve Second Class Liquor License for Hastings Store LLC. Vote 5-0-0. Motion carries.*

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

- Driveway Curb Cut permit approved last meeting but signature page missed by Chair.
- Curb Cut application for Dylan Gray on Trestle Road for new house. Parcel TH063-010.001.

*Motion by Glenn Herrin, 2<sup>nd</sup> by Alison Low to approve the Curb Cut application for Dylan Gray on Trestle Road, Parcel ID TH063.010.001, TH#63. Vote 5-0-0. Motion carries.*

- Curb Cut application for two driveways at 487 Tampico Road (Samuel Rossier). Conditions associated with application discussed.

*Motion by Glenn Herrin, 2<sup>nd</sup> by Peter Griffin to approve with conditions the Curb Cut application for 487 Tampico Road (Samuel Rossier). Vote 5-0-0. Motion carries.*

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

(a) **Dog Control Ordinance** – Glenn Herrin discussed changes: renamed nuisance, definition text moved in document, disturbing the piece adjusted, and owner forfeiture number of days changed. Clean copy to be made by Glenn Herrin and brought to the next meeting to adopt.

(b) **Parking Ordinance** – Alison Low reviewed changes. Toby Balivet's recommendations were implemented along with previous change of striking 'law' from 'law enforcement'.

*Motion by Eric Bach, 2<sup>nd</sup> by Glenn Herrin to adopt Parking Ordinance for Town of Danville VT. Vote 5-0-0. Motion carries.*

- (c) **Open Burn Ordinance** – Alison Low discussed changes.

*Motion by Glenn Herrin, 2<sup>nd</sup> by Peter Griffin to adopt Town of Danville Ordinance Regulating Open Burning. Vote 5-0-0. Motion carries.*

- (d) **Cemetery Fees**

*Motion by Glenn Herrin, 2<sup>nd</sup> by Alison Low to adopt the Danville Town Cemeteries fee schedule. Vote 5-0-0. Motion carries.*

- (e) **Old Cemetery – Letter/Policy** – Letter received from Diane Langmaid, President of Historical Society in response to Pope Cemetery fence.

Alison Low noted the fence was done for the betterment of the community.

Janice Ouellette thought a policy might be a good idea when looking at it as a historical item and consulting Historical Society. Discussed was possibly considering the establishment of a policy down the road.

Glenn Herrin suggested when change to cemetery comes about to invite Historical Society to Selectboard meeting to discuss.

Eric Bach liked having Historical Society involved in making decisions and not limiting themselves. Eric Bach discussed maintaining cemeteries.

Keith Gadapee noted the person who installed the fence approached him about adding gravel to the entrances of the cemetery. He would like to polish the entrance ways to the cemeteries by adding gravel. Keith Gadapee thought it was a good idea and that he should be able to bring in gravel for the person. Keith Gadapee did not feel that there was a burden to the Town to do such. Keith Gadapee inquired if the Selectboard wanted gravel added and if they would approve him to do such.

Glenn Herrin was in favor.

Alison Low thought it sounded nice.

Janice Ouellette wondered if the gravel was going to be put on top of the grass.

Keith Gadapee noted he could ask the person to remove the grass.

*Motion by Alison Low, 2<sup>nd</sup> by Peter Griffin to allow Keith Gadapee to provide gravel for two entrances at Pope Cemetery. Vote 5-0-0. Motion carries.*

- (f) **Personnel Policy** – Janice Ouellette highlighted areas of changes and noted it would be discussed at the May 16<sup>th</sup> meeting.
- (g) **Bulky Waste Reminder** – Audrey DeProspero discussed Bulky Waste Day is Saturday, May 4 and Selectboard sign up is as follows: 8-10 Glenn Herrin, 10-12 Alison Low and 12-3 Janice Ouellette. All residents are reminded that Green Up Day is the same day.
- (h) **Meeting Schedule – July 4** – Glenn Herrin noted July 4<sup>th</sup> fell on a Thursday and he wondered if they should cancel or reschedule.

Eric Bach suggested to revisit this is June, if not a lot of items, then push all to the 18<sup>th</sup>.

- (i) **Green Use – Town Band** – Audey DeProspero discussed the Danville Town Band’s request to present two concerts along with free ice cream socials on Sunday, June 23 and Sunday, August 18 from approximately 6pm until 8pm and to put up banners advertising the concert on the Green the previous Mondays.

*Motion by Glenn Herrin, 2<sup>nd</sup> by Alison Low to approve the Danville Town Band to use the Green on Sunday, June 23 and Sunday, August 18 from 6pm until 8pm for concerts and free ice cream socials. Vote 5-0-0. Motion carries.*

- (j) **Green Use – Pope Memorial Library** – Audrey DeProspero discussed the Pope Memorial Library’s request to use the Green on Memorial Day, Monday, May 27<sup>th</sup> for their annual plant and bake sale from 10am to 1pm with set up before at 8am and take down until 2pm.

*Motion by Eric Bach, 2<sup>nd</sup> by Alison Low to approve the Pope Memorial Library to use the Green on Monday, May 27 for their annual plant and bake sale from 10am until 1pm with set up and take down from 8am until 2pm. Vote 5-0-0. Motion carries.*

- (k) **Green Use – NEK Catering** – Audrey DeProspero discussed Stephanie Maynard’s request to use the Green until the end of 2024, along with use of power from the gazebo and physically being on the Green with her trailer and not in a parking spot.

*Motion by Glenn Herrin, 2<sup>nd</sup> by Alison Low to approve NEK Catering (Stephanie Maynard) to use the Green and power from the gazebo in accordance with Green Use Policy on Mondays from 3pm until 7pm until end of 2024 year. Vote 5-0-0. Motion carries.*

- (l) **Walking Tour** – Eric Bach discussed details of tour: Saturday, May 11 at 9:30 am, viewing of spaces in main village to see what can we do and what people would like to see. All will meet at Town Hall at 9:30 am then walk thru sites: Town Hall, Green, gazebo, artwork, gardens, Hill Street Park, Hill Street parking and drainage, and entry ways to Town. Then back to Town Hall to get feedback and for brainstorming. Further details discussed regarding follow up plans.

**Informational:**

- Janice Ouellette discussed signing up for second Grant Basics Webinar Developing and Funding a Project on May 28.
- Janice Ouellette noted she is working on Reserve Fund Policy which will be on the next agenda.

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

*Motion by Alison Low, 2<sup>nd</sup> by Glenn Herrin to authorize Janice Ouellette to review and sign the Financial Orders on behalf of the Selectboard. Vote 5-0-0. All in favor.*

**8. Adjourn – Alison Low motioned to adjourn and Peter Griffin seconded at 7:35 pm.**

Minutes taken by Audrey DeProspero submitted May 6, 2023 at 2:00 pm.