

Town of Danville  
Selectboard Minutes  
June 20, 2024  
Danville Town Hall (6:00 pm)

**Board Members Present:** Eric Bach, Janice Ouellette, Glenn Herrin and Alison Low

**Board Members Using Teams:** Peter Griffin

**Others Present:** Audrey DeProspero, Michelle Leclerc, Keith Gadapee, Dianne Langmaid, Carter Finegan, Ellen Foster, Laural Ruggles, and Walter McNeil

**Meeting called to order** by Chair Janice Ouellette at 6:02 pm.

**1. Additions to the agenda:**

- Agenda list schedule change – MERP from Issues & Info to Visitor
- Horse and Road Safety
- Parking Hill Street
- Town Hall Roof

**2. Approve minutes:** *Motion by Alison Low, 2<sup>nd</sup> by Eric Bach to approve minutes of Regular meeting of June 6, 2024. Vote 5-0-0. Motion carries.*

**3. Visitors**

- **Walter McNeil, NEKWMD – Update:**
  - District met one week ago Tuesday;
  - Revenues exceeding expenses;
  - There is a strong market for card board and paper;
  - Bulky dumpster moving along;
  - Polystyrene coming in but the processing piece is a bit slower;
  - District will be looking for a new Executive Director as Paul Tomasi is planning to retire; and
  - Attendance to PFAs (chemical found in water) presentation.
- **Maddie Muller – Paint Repair Massey Fence** – not in attendance, Audrey DeProspero spoke on Maddie Muller’s behalf. Fence is currently being painted by another individual as that person/family was given permission by Wendy Somers before Wendy’s passing. Since this project will not be done by Maddie Muller, she has noted that she would like to volunteer some painting time to the Town on another small project.

*Consensus is favorable for Maddie Muller’s volunteering.*

- **Carter Finegan, NVDA – MERP Assessment** – discussed multi stage project, assessment reports completed, Danville is a moderate energy town, high and highest energy towns will be more competitive, measures that have short return on investment such as insulating hot water lines would be helpful, Efficiency Vermont has incentives, and there is a revolving loan program for larger items.

Glenn Herrin discussed return investment time and pellet boilers (replace current heating system) noting he wants to make sure the Town doesn’t get anything they cannot maintain because they do not have a facility manager.

Carter Finegan discussed carbon and steering away from fossil fuels. She spoke of towns being funded and thought Danville should still fill out application.

Alison Low spoke of age and safety concern of heating system in North Danville and wondered if that would help put the Town in a better status.

Carter Finegan suggested to flag the item, which is a safety concern.

Laural Ruggles noted the Energy Committee has resources to assist the Town.

Janice Ouellette inquired about setting up a meeting with the Energy Committee.

Laural Ruggles to work on a meeting date and time.

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

- M&M Coating Invoice for \$360 overage from original submission needs Selectboard approval.

*Motion by Alison Low, 2<sup>nd</sup> by Eric Bach to approve the \$360 for work done (painting) at the North Danville School/Community building which is covered by the insurance. Vote 5-0-0. Motion carries.*

- Dog Warrant – 101 dogs not licensed, which breaks down to 50 owners. There are almost 600 licensed dogs per year. Warrant needs Selectboard signatures. There is a final notice for unlicensed dogs being impounded if not licensed before September 14, 2024, however Candace Dane is not impounding dogs. Michelle Leclerc suggested to send notices and make phone calls and then in July start applying fines.

Alison Low suggested sending post card reminders.

Dog Ordinance fine discussed.

*Consensus is not to sign current Warrant because it speaks of impoundment and Warrant needs to be tweaked.*

- New state child care contribution .44% - Michelle Leclerc inquired if Town was going to continue to pay or pass on to employees.

Janice Ouellette noted this was an unbudgeted mandate.

*Motion by Alison Low, 2<sup>nd</sup> by Glenn Herrin to approve the Town to contribute the full .44% pay of child care payroll tax. Vote 5-0-0. Motion carries.*

- Yesterday's storm blew over one of the dugouts at the ball field. There is no contract between Town and School regarding who is responsible. She suggested an agreement be written.

MOU discussed.

*Consensus is for school to draft a Memorandum of Understanding and the Town review.*

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

- Curb Cut needs Selectboard Signature for Donald and Deborah Munro of Pumpkin Hill Road.

*Motion by Glenn Herrin Low, 2<sup>nd</sup> by Alison Low to approve the Curb Cut for Donald and Deborah Munro on Pumpkin Hill Road. Vote 5-0-0. Motion carries.*

- Keith Gadapee discussed Curb Cut Policy which says Selectboard approves, however he feels it takes up a lot of time during Selectboard meeting and wondered if Selectboard wanted to change the process so that the Highway Foreman approves, as he can approve Road Cuts without Selectboard approval.

Glenn Herrin wondered if timing was much of an issue.

Keith Gadapee noted sometimes but not usually.

Glenn Herrin was okay with Keith Gadapee approving Curb Cuts and informing Selectboard.

- Grant Update: Better Roads on Hasting Hill Road almost done; Class II Paving grant started today and there are two Pilot and Aid grants.
- Keith Gadapee has one applicant for the open position and he would like to interview them on Monday, June 24<sup>th</sup> at 4:30 pm with one Selectboard member.

Peter Griffin noted he was available and would do interview with Keith Gadapee.

## 6. Issues and Information (All)

- (a) **Danville's Rail Trail Access Point (Direct Access Agreement & Memorandum)** – Already signed.
- (b) **Grants/VLCT Consult Call** – Janice Ouellette noted she has scheduled a call for July 10<sup>th</sup> at 7:30 am and Alison Low will join her. Focus will be to work with them on a plan they can follow.
- (c) **MERP Assessment** – see Visitor Section.
- (d) **Congo Church Parking Lot Lease** – Janice Ouellette discussed Tim Ide approaching her about the church being interested in leasing their parking lot for public parking. There is a concern for property tax exemption loss if they lease the parking lot.

Alison Low noted cell phone receiver placements do not take away exemptions.

Janice Ouellette will check with Toby Balivet, VLCT and PDR advisor from Department of Taxes and she will follow up with Tim Ide. Noted was if lease works out then town could change to parallel parking on one side.

- (e) **Village Charette List** – Eric Bach discussed items to knock off list.

Alison Low discussed gazebo.

Eric Bach discussed Mike Walsh coming to look at gazebo to determine what needs to be done.

Alison Low discussed swale, noting even if they painted the fence, the swale has water quality issue. She has reached out to Emily Finnegan, NRDC. Alison Low spoke of interest in the rain gardens on Hill Street Park regarding the plants being dug up around the gazebo. She also spoke of power washing and painting the gazebo.

Eric Bach discussed:

- Town Hall, ADA ramp (fixing roof to avoid snow deposit dropping);
- TH Benches out front not sturdy and benches and picnic tables at all locations need replacement. Noted was, some items discussed can be covered by Marion Seigny Fund. North Danville would also like benches and if they combined their purchase with the Town, the price would be lower;
- Town Hall buntings, Eric would like to take on as a project;
- Green, gazebo overhaul and curb sweeping. Power brooms average about \$300-600, maybe Road Crew could help with keeping curbs around the Green clean once or twice a year;
- Pruning trees on Green (Wes Everts previously looked at, needs to be contacted);
- Entry ways to Town, paint fence rails and prune the swales;
- Hill Street Park needs new parking pattern; and
- Hosting a community work day whereas some items could be knocked out quickly and get some of these items done.

Alison Low discussed follow up with folks who came to meeting and schedule dates.

*Consensus is for people who attended meetings to figure out dates.*

Cost discussion for community work day ensued.

*Motion by Alison Low, 2<sup>nd</sup> by Glenn Herrin to approve up to \$500 for supplies to be used for work date which will be specified later and for cost to come from Hill Street Park Maintenance account. Vote 5-0-0. Motion carries.*

Eric Bach discussed purchasing benches from Uline for Town Hall – cost \$1,070; Green - two ADA, four 6' benches, cost \$4,980; Hill Street Park - three 4' benches, 1 picnic ADA and 1 not ADA, cost \$3,955.

Alison Low was okay with doing Green but suggested to hold off on Hill Street Park. She suggested to purchase for Town Hall and Green and to add North Danville, costing \$4,980 for Green and \$1,070 for Town Hall and to allow North Danville Community Center to order with same vendor but Town Hall not to pay.

*Motion by Alison Low, 2<sup>nd</sup> by Eric Bach to approve expenditure from Marion Sevigny Fund of \$4,980 for Green and \$1,070 for Town Hall not inclusive of purchase by NDCC and allow Norh Danville to order with same vendor but Town Hall not to pay for their purchases. Vote 5-0-0. Motion carries.*

- (f) **Town Hall Handyman** – Michelle Leclerc discussed Clayton Cargill being on payroll and she wondered if the Town could utilize Clayton Cargill as he was already in the system.

Janice Ouellette noted her person would be on a volunteer basis.

Glenn Herrin suggested to use volunteer first and then Clayton Cargill.

- (g) **July 4<sup>th</sup> Meeting – Cancel or Change Date** – cancelled next meeting July 18<sup>th</sup>.

- (h) **Joint Committee Meeting Discussion** – Glenn Herrin noted the meeting would have a short intro of committees who could discuss their priorities and focus for the year. Invited would be Dog Park Committee, Conservation Commission, DRB, Town Meeting Day Committee, Planning Commission, Village Improvement Society, Michael Hogue and Laural Ruggles. Any new members would be welcome. The date would be July 11<sup>th</sup> from 6:30 until 8pm.

- (i) **Danville 60% Preliminary Engineering Report – Questions** – No one had questions.

- (j) **Open Meeting Law Plan of Action** – Glenn Herrin discussed new set of rules to come out for how long to keep recordings and the recordings would need to be done for Selectboard, DRB and Planning Commission. He noted he was willing to write up guidance for committees. He suggested they could try audio recording and Teams recording.

- (k) **Excavation of Gasoline Contaminated Soil** – Alison Low wondered if Casella was accepting all at once. Noted was material could be there awhile.

Glenn Herrin noted bylaws make it waste material, is adding temporary junk yard use to parcel and ZA has authority to approve. Glenn Herrin noted he was okay with this as VT is good about tracking and spills.

*Consensus is that this is allowable.*

#### **Informational:**

- **Horse and Road Safety** – Janice Ouellette discussed a horse and road safety issue on Joes Brook Road. The concern is for horses three abreast with traffic. The state police have been notified and will follow up with the horse owner.
- **Hill Street Parking** – Janice Ouellette discussed recourse for chiropractic office parking signs for their purpose only, parking spaces in the Town Right-of-Way but signs are on their building. The Town cannot take down signs but can suggest they refrain from putting sign up and suggested it be a volunteer compliance or compromise as the Town could possibly adopt a parking ordinance specially to Hill Street.
- **Town Hall Roof** – Audrey DeProspero discussed Town Hall's standing seem roof had one piece become dislodged and slid off which landed in parking lot. No injuries, no damage. VT Construction who installed this section of the roof which has come dislodged has been contacted and Town is awaiting their response.

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

Chair Janice Ouellette to review and sign the Financial Orders on behalf of the Selectboard.

#### **8. Adjourn – Eric Bach motioned to adjourn at 7:55 pm.**