

Town of Danville
Selectboard Minutes
July 18, 2024
Danville Town Hall (6:00 pm)

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

Others Present: Audrey DeProspero, Michelle Leclerc, Keith Gadapee, Shelli Gadapee, Will Seegers, Alice Kitchel, Dani Cochran, Eric Hutchins, and Clayton Cargill

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

1. Additions to the agenda:

- Set Special Meeting Date for IT

2. Approve minutes: *Motion by Eric Bach, 2nd by Glenn Herrin to recognize the June 20, 2024 minutes as accurately reflecting the agenda of the **Regular meeting**. Vote 5-0-0. Motion carries.*

*Motion by Glenn Herrin, 2nd by Eric Bach to recognize the July 11, 2024 minutes as accurately reflecting the agenda of the **Special meeting**. Vote 5-0-0. Motion carries.*

3. Visitors

- **Will Seegers, 821 McDowell Road – Culvert Replacement** - Request for culvert replacement started before flooding. Badger Brook has a 7-foot culvert and in the last year, it has flooded his property on three different occasions. The culvert backs up and eventually goes over the road and floods property, gardens, trees, and bushes. All items get covered with silt. DEC Watershed Coordinator informed him that culvert is undersized and should be an 11-foot culvert.

Alison Low thought they could apply for Hazard Mitigation Program by August 16.

Glenn Herrin noted FEMA provides money and it does not count flooding of personal property for qualifications, so hazard mitigation money will not be given.

Keith Gadapee spoke to Will Seeger about this issue and it does not take road out when it floods. His suggestion is to start process to get this engineered. A hydraulic study also needs to happen. This will tell the size, type, style and design needed. It would also fit under VTrans Class 2 Structures grant, but the Town would have to prove it is needed. Request is to start in with project to hire an engineer firm. Money would need to be set aside. Keith Gadapee will go after funding but engineering study needs to be done first. He would like approval to move forward with project.

Eric Bach inquired about cost needed.

Keith Gadapee doesn't know yet but could find out.

Alison Low wondered if they approved tonight would they need to approve with dollar amount.

Glenn Herrin thought Keith Gadapee should work with state, get hydrologic study and engineer study done.

Keith Gadapee wanted minutes to reflect that this project does not help one person, it helps highway infrastructure. He noted bigger culverts and stone line ditches do work.

Motion by Alison Low, 2nd by Eric Bach to authorize to spend up to \$5,000 to do engineering study upon completion of hydrologic study on McDowell Road. Vote 5-0-0. Motion carries.

- **Town Meeting Committee Out brief** - Glenn Herrin discussed Town Meeting options, bringing people together, hybrid meeting being a good way to engage, comparison to NH Town meeting, TMC formed Ad Hoc committee to support Floor committee meeting, involving young people, ensuring floor meeting accessibility, days and times, advantage holding TM on a Tuesday has (it is day off for some, people are allowed to take it off and it is Town Meeting Day), and 5 different

options: have only floor meet (everyone comes together) score 18 out of 28; elect by ballot (hybrid) score 22 out of 28; budget by ballot (hybrid) score 18 out of 28; only have ballot – score 0 out of 28; and SB2 option – score 3 out of 28. Committee recommends: continue to hold Tuesday in 2025 and talk about information at Town Meeting, in 2025 both Town and School put on measure to repeal current charters, if passes, then in 2026 still do budgets by Australian Ballot which gives option to go back to something in future and in 2026 put forward what we think we should do.

Janice Ouellette not comfortable because it is the few who always attend that make the decision.

Glenn Herrin noted then they could ask that as a ballot question.

Glenn Herrin (continued discussion) Timeline: now through December what do we do in 2025. In 2025 we talk about what to do in 2026, then legislature takes it up. This completes the Town Meeting Committee charge and Committee is done.

Alice Kitchel noted her facilitator background helped with research. They have a gem in Town Meeting however they have let it go to sleep and it is time for the community to come together with design work to make it manageable. This one day allows all to legislate on things and it builds community amongst people which is priceless.

Eric Hutchins noted the Ad Hoc committee did lots of work getting babysitters, lunch and an increase in participation. He thought during modern times, it is important to encourage kids to attend. It is one day that they hold budget discussion, which gives you a budget when you leave.

Clayton Cargill agreed with action of committee. He thought a charter change was good and noted the school goes first in the upcoming Town Meeting but thought school should lag behind one year.

Glenn Herrin suggested all to consider the same sequence all the time: Town in morning and School in afternoon.

Alison Low discussed process of doing floor vote on budget, how to build budgets, making change to budget on floor and removing current constraint. She was concerned about attendance of working people and evening meetings being an issue to elderly people.

Glenn Herrin discussed floor meeting attendance and noted it is not dropping, it is roughly the same number in attendance.

- **Lee Beattie, North Danville Community Center – Front Doors** – postponed.

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

- Special Events Liquor Permit for Red Barn Brewing for Danville Fair. Area will have tent and ropes.

Motion by Glenn Herrin, 2nd by Peter Griffin to approve Special Event Permit for Red Barn Brewing for Danville Fair. Vote 4-0-1. Eric Bach abstained. Motion carries.

- Sewer Bill Change – US Route 2 West (UW002-001-000) Beauty chair front and office space. Units changed from 3 to 2. All hair stuff removed.

Waste water rates will be discussed in future meeting for changes.

- \$150 Trash Removal N. Danville Water Damage (Insurance)

Consensus is to pay reimbursement.

- Letter sent for 43 dogs (93 owners). Down to 51 unlicensed dogs.
- Heat Pumps – current a/c unit in Town Clerk office will not go below 76. If purchasing heat pumps the following locations would need one: TC, vault, meeting room.

Alison Low discussed consultation with MERP Assessment.

- Budget Status Report given to Selectboard

- Vehicle in parking lot. State Police came, car had already left. St. J called TC office to see if there were surveillance cameras on property as car was stolen on Monday.

Blink System cameras discussed. Suggestion of Town Clerk was to have system installed.

- IT (Tech Group LLC & Rural Solutions) – See (K) Set Special Meeting Date for IT.
- Sewer Connection – Ryan Dauphin, Peacham Road filed application last year but it has expired.

Motion by Glenn Herrin, 2nd by Eric Bach to approve as long as in parameters within sewer ordinance. Vote 5-0-0. Motion carries.

5. Highway Foreman (Keith Gadapee)

- Rained – infrastructure damage, will have Federal Highway sites and a few FEMA sites.
- VTrans request – written response from Town needed for reopening rail trail in West Danville, trail users will be on Wightman Road (Old Route 2 in West Danville by Trade Sales Place) to Kittridge Road. This will help avoid any issues with construction and pedestrians.

Consensus is for Keith Gadapee to respond back to VTrans' email.

- New Hire – refused, not enough money.
- Workers Comp – involved in accident. WC pays 66% of salary. Seeks 100% of salary. There is no spot for him with his restrictions (4 weeks) so he is asking for 14 hours weekly to make up difference in pay. Town could pay 33% or he could use sick time. He would document his hours and then the Town could refill back his sick time. He feels he needs to work to support his crew.

Eric Bach inquired if they paid Keith Gadapee 14 hours would that reduce his WC.

Michelle Leclerc noted yes, it does.

Eric Bach thought he should use sick time.

Michelle Leclerc noted Keith Gadapee has 510 hours of sick time.

FMLA discussed – noted was it is designed to protect worker.

Motion by Alison Low, 2nd by Eric Bach to allocate Keith Gadapee sick time to cover 33% of lost work time for a period until August 12. Vote 5-0-0. Motion carries.

Discussed was reimbursement of sick time.

Eric Bach discussed Danville Fair signs.

Keith Gadapee noted his crew would get signs for Danville Fair.

6. Issues and Information (All)

- (a) **Debrief Joint Meeting** – Janice Ouellette thought Joint Meeting was a great idea to share priorities and how to assist each other. She thought they should reconsider the format to make it user friendly and would like to hold a Joint Committee meeting yearly. They lost a lot of people when the agenda focus changed. Future meeting will be standalone meeting and going forward all special and emergency meetings will have no other topics on them.

Format changes discussed and possible location other than Town Hall discussed.

- (b) **MERP Energy Grant** – Janice Ouellette met with members of the Energy Commission. Application out at end of July and is basic, not a lot of narrative. MERP funds have to commit at end of 2024. Suggested improvements, cost and savings discussed. Paul Weaver is reorganizing list for most impact of dollar spent. Discussed was Selectboard committing to fund some items on continuous basis. Carter Finegan is looking into lesser items for communities not getting MERP dollars. Janice Ouellette is not sure if grant can do two buildings. Discussion ensued about North Danville's boiler.

- (c) **Consult Call with VLCT Federal Funding Assistance** – Janice Ouellette discussed her and Alison Low’s attendance to another call which was very valuable. She discussed getting a local project manager and the current procurement policy needing to be changed. The current does not meet requirements of receiving federal funding because it is very vague. Selectboard will need to work on a new policy. Other funding options discussed: VOREC, Transportation Alternative and VTrans possible funding source to address stormwater. Possible funding round table needed and plan being put in place to move forward.
- (d) **Patrick Shattuck Rural Edge Partnership for Sidewalks** – Alison Low discussed recommendation to reach out to critical stakeholders, meeting to tour the site of proposed improvements, and NVDA Transportation Staff invitation to Bentley’s on August 2 to discuss walkability and safety of Hill Street.
- (e) **CDS Award Form & Shared Pathways** – Janice Ouellette discussed outreach from Senator Sanders office. The online form has been completed. They are still in the preliminary stage. There is a funding gap but they are trying to move forward.
- (f) **Charette – Signs Removal** – Eric Bach discussed wooden signs on McDonald Farm (Beattie) and Old Peck Farm (Pastula). Signs are tipping over and are faded. They were put up in 2004 and have had no maintenance. The landowners do not want to keep them and they are okay with the removal of them.

Consensus is that it is okay to remove signs and to let landowners remove them.

Janice Ouellette suggested to reach out to the family of the person who made signs to let them know what is happening.

Janice Ouellette and Eric Bach to work with landowners.

Alison Low meet with Emily Finnegan about the concern with the swales on Route 2 and culverts with rain garden drainage on Hill Street. VTrans is supposed to maintain swales on Route 2. Alison Low is looking into funding for Hill Street. Drainages on Hill Street is part of a much larger issue. Culvert drainage discussed.

- (g) **Congo Church Parking Lot Lease** – Janice Ouellette spoke with Tim Ide who met with church council. They want to move forward with the Town leasing their parking lot. A future meeting will be held with Janice Ouellette, one Selectboard member, Tim Ide and one Council member to discuss terms of lease.

Alison Low volunteered.

- (h) **WCAX - FD** – Eric Bach discussed OSHA requirements for Fire Department, he noted they were doing an over haul. The last one done was in the late 80’s. They are operating under different guidelines and fire trucks after 15 years are not safe and cannot be used. This information is not defined anywhere whether it can be refurbished or is it just done. Financial implications discussed.

Dani Cochran noted she is trying to discuss with Chief and Assistant Chief. NFPA and OSHA combining standards, which is not feasible for smaller towns. Truck committee is getting together to start work on truck specs. Whatever truck they get will not fit in station. Peacham just paid \$600,000 for their truck. Their gear is disposed after 10 years but with trucks they push it. Trucks to change will be W1 and Engine 3 which was purchased in 2014.

Janice Ouellette noted this is proposed regulations.

Eric Bach noted comment period is end of summer.

Janice Ouellette inquired about enforcement mechanism.

Eric Bach noted large fines if by OSHA.

Janice Ouellette suggested for them to get together with other fire departments to formulate a coordinated response for the comment period.

Glenn Herrin will check with fire safety and see if there is some action town can take.

Eric Bach asked Dani Cochran to let them know if she hears something about a fire truck because budgets are starting soon.

- (i) **Town Plan Review** – Glenn Herrin noted at this meeting or next, they can adopt plan for hearing of September 5. He wondered if the Selectboard wanted to take more time to review.

Peter Griffin noted he read it through and appreciated the summary portion.

Motion by Glenn Herrin, 2nd by Peter Griffin to accept proposed Town Plan for Public Hearing on September 5 for Town Plan adoption. Vote 5-0-0. Motion carries.

Noted was adoption of Town Plan will be at Selectboard meeting and title of Planning Commission Town Plan to change to Selectboard Town Plan

- (j) **Town Emergency Operations Center (EOC) Expectations** – Glenn Herrin discussed expectations to if disaster in area people wonder what town is doing and what not doing. He wondered if they wanted to try to open EOC earlier when potential disaster coming in, who is available to do it, volunteers (three people would be enough), and what could they do.

Eric Bach noted he has received no social media complaints for not having EOC open. There has been no negative feedback.

- (k) **Set Special Meeting Date for IT** – availability discussed. Date set for Tuesday, July 23 from 1-3pm.

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 8:19 pm.*

Minutes taken by Audrey DeProspero submitted July 23, 2024 at 9:00 am.