

Town of Danville  
Selectboard Minutes  
August 1, 2024  
Danville Town Hall (6:00 pm)

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

**Board Members Absent:** Peter Griffin

**Others Present:** Michelle Leclerc, Keith Gadapee, Michael Hogue, Rob Balivet, Janet Carson, Greg Prior and Lee Beattie

**Others Present Using Teams:** Audrey DeProspero

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

**1. Additions to the agenda:**

- Update on signs at ends of Town

**2. Approve minutes:** *Motion by Glenn Herrin, 2<sup>nd</sup> by Alison Low to recognize the **Regular** July 18, 2024 minutes as accurately reflecting the agenda. Vote 4-0-0. Motion carries.*

*Motion by Glenn Herrin, 2<sup>nd</sup> by Alison Low to recognize the **Special meeting** July 23, 2024 minutes as accurately reflecting the agenda. Vote 4-0-0. Motion carries.*

**3. Visitors**

- **Michael Hogue – Train Station Update** – assessment of where they are and fundraising stalled discussed.

Rob Balivet discussed sign is in front of DRB. The application is for the approval of the sign dimension at the train station. The information has gone before the Planning Commission for general change in bylaws regarding sign size and temporary signs. Train station delay has been due to multiple items. Rob Balivet spoke of contractors, clapboard siding and having to go through Historical Preservation Trust because all clapboards were rotted.

Michael Hogue spoke of grants, application, funding, critical actions such as paint and siding and lease agreement needing review and length of time for it to be done.

- **Lee Beattie, North Danville Community Center – Front Doors** – three estimates received: S.A. Fishburn, Inc. \$5,000, Willard Street Traditions \$9,500 and Arcadia Restorations, LLC \$7,500. Sally Fishburn cannot do before December, Jeff Fellingner of Willard Street Traditions can do in November and Adam King of Arcadia can possibly do around Halloween but commitment is not attainable from him. Jeff Fellingner is higher and he will take doors off and take to his shop to complete. There is \$7,000 left in the grant from Preservation Trust and the doors cost \$9,500 however they may have money to cover the difference.

*Motion by Eric Bach, 2<sup>nd</sup> by Glenn Herrin to approve Jeff Belanger of Willard Street Traditions to do the work on the doors in the amount of \$9,500. Vote 4-0-0. Motion carries.*

Lee Beattie discussed basement dry with all the rain that has been occurring. The linoleum, and wallboards need to be put in the bathrooms and she wondered if it was okay for Larrabee's to bill the Town under the insurance.

Michelle Leclerc noted yes.

Lee Beattie noted the faucets were billed to the Community Center and she inquired if they could get a refund as they should have been paid through the insurance.

Michelle Leclerc noted she would refund the Community Center from the insurance line.

Lee Beattie discussed carpets coming and painting is done. When everything finished, they will start working on the playground.

*Motion by Eric Bach, 2<sup>nd</sup> by Glenn Herrin to approve Jeff Belanger to do the work on the doors in the amount of \$9,500. Vote 4-0-0. Motion carries.*

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

- St. Johnsbury Distillery Catering Permit for NVRA Gala at Carey Pond Road in August.

*Motion by Eric Bach, 2<sup>nd</sup> by Alison Low to approve the Catering Permit for St. Johnsbury Distillery. Vote 4-0-0. Motion carries.*

- Set Tax Rate – tax rate and comparison for last ten years discussed. School tax rate set by the State.

Municipal \$0.2039	Non Residential \$0.2039
Highway \$0.3762	Non Residential \$0.3762
Education \$1.6986 for total \$2.2787 Residential	Non Residential Education \$1.6252 for total \$2.2053

*Motion by Eric Bach, 2<sup>nd</sup> by Glenn Herrin to accept residential tax rate of \$2.2787 and Non Residential tax rate of \$2.2053. Vote 4-0-0. Motion carries.*

- Dogs down to 39 unlicensed. August 1<sup>st</sup> starts a \$200 fine for non-licensed dogs according to the Dog Ordinance. The majority of unlicensed dogs (10) is owned by one person. Michelle Leclerc suggested sending letters out but wondered what Selectboard wanted to do.

Alison Low thought payments may not be able to be made by some.

Discussion ensued on how to proceed.

Michelle Leclerc to send letter.

- Ryan Dauphin's sewer permit – ordinance reviewed, nothing indicated a limited number of times one person can apply, the expiration is after two years and it can be transferred.

*Motion by Eric Bach, 2<sup>nd</sup> by Alison Low to approve the 4.2 acre parcel of land across from 478 Peacham Road that is owned by Ryan Dauphin. Vote 4-0-0. Motion carries.*

- CDs coming due – discussed was Community Bank \$15,213.75 and North Country Federal Credit Union \$46,305.17, \$250,000 and \$25,000. The CDs are at lower rates and should be changed to hire interest rated CDs.

*Consensus is favorable to move to higher interest bearing accounts.*

- Letter received from Efficiency Vermont regarding energy – how to proceed.

Janice Ouellette noted they just did energy audit with MERP Assessment, no need to do another.

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

- Potential Employee / Create New Position (Seasonal/Temp) No Benefits – request is because of floods. Keith Gadapee is looking for a part time, not permanent person to fill the void in his group. He was approached by an individual who told him he wanted to drive a truck. The individual is a good candidate and has a huge amount of skills. He is laid off for 3 weeks. The applicant does not want benefits. Discussion ensued about having a hole in the crew, possibly offering something that that doesn't give benefits and possibly working for temporary or full time with no benefits which would save the Town money. Handout given to Selectboard about temporary position. Health insurance discussed (\$17 per hour) person would work during flood and possibly plowing. This would be someone ready to sit in truck tomorrow if Selectboard gives permission and may only work for 3 weeks.

Alison Low discussed temporary position and compensating for no benefits as long as it doesn't alienate current personnel.

Eric Bach discussed per diem, having a temporary start and end date, unemployment, putting on payscale, no benefits, and adding \$5 to rate.

Greg Prior wondered if this was a custom thing or if there is a standard thing with other towns such as a template that could be used.

Eric Bach doesn't think this is a bad idea.

Keith Gadapee noted this may work out to full time.

Janice Ouellette suggested if this works out, they should amend the current Personnel Policy.

Glenn Herrin was okay with Keith Gadapee hiring a temporary person as long as they are short a person.

- Declaration for flood has not been issued yet however Keith Gadapee plans on applying for first event. FEMA mitigation criteria discussed.

## 6. Issues and Information (All)

- (a) **Randall McGrath's Email for Discontinued ROW (Partridge Lane TH35)** - Janice Ouellette discussed email which indicated the letter was a request to concede ("throw up") to the adjacent landowners the discontinued portion of road at the north end of Partridge Lane, formally Town Highway 35. The road was abandoned more than 50 years ago to difficulty of maintenance.

Keith Gadapee noted we cannot land lock land, however this location would not. The Town values Class 4 roads and has not thrown up any. If landowners would like to throw up road, there is a process: hearing and public comment. This piece of road sits as is due to use and was changed. We need to ensure the Town has a ROW along the current road. The deed needs to have a ROW to the Town. Investigation will need to be done if the Town chooses to go through the procedure. A petition can also be done.

Alison Low suggested doing a site visit.

Janice Ouellette inquired as to what is value in throwing up road.

Eric Bach discussed blocked area.

Keith Gadapee noted ROW is owned to center line by landowners. In ROWs you cannot building anything so many feet within the area. He wondered if there was a value to hold on to it or throw it away. The Town does not get any financial aid by the state for it. The Town only would throw up a road if they can't manage it because of water or can't afford to maintain.

Selectboard thought they needed more information.

Janet Carsen wondered how the new road come about and why it was changed in the first place. She would like it investigated. She also noted the items in the picture have been there for over 15 years.

Alison Low needed more information and a need specific reason for this request.

Eric Bach suggested Randall McGrath attend a Selectboard meeting to discuss, whether it is a warned site visit on a Special Meeting.

Keith Gadapee to do research on existing road.

- (b) **Hill Street Park Gazebo Concern form Greg Prior** - Janice Ouellette noted the Selectboard became aware of Greg Prior's concerns about the contract with garden work as he expressed his concerns in text. Janice Ouellette thought clarification of how the process was done was needed in a public meeting. The full Selectboard met on June 6<sup>th</sup> at a regularly scheduled meeting and agreed to have this individual do the work on the gardens. Noted was that if anyone has any questions or concerns, they should contact Selectboard Assistant to get put on the agenda so that all concerns can be discussed openly in a meeting. Discussed was transparency and this type of communication only spreads

confusion and is counterproductive. Janice Ouellette noted that it was unfortunate that Greg Prior left this meeting before this subject was discussed. Noted was Janice Ouellette will work with Audrey DeProspero on a written letter to Greg Prior.

Alison Low noted she was confused about the texts by Greg Prior.

Eric Bach noted the work that was done was exactly how Greg Prior suggested it be done during the Charette meetings.

Janice Ouellette discussed amount of money and Procurement Policy.

**(c) IT Follow Up Discussion/Decision**

Alison Low noted the structure of IT submissions were not apples to apples and wondered if they were required to go with the lowest price or the one with the best qualifications.

Keith Gadapee noted they have gone with quality when choosing his bids.

Alison Low noted the monthly charges have significant differences.

Janice Ouellette noted Rural Solutions has lower set up cost, V3 is in same area as Tech Group but no infrastructure, and Tech Group has higher set up cost and higher monthly cost.

Alison Low noted Rural Solutions have the most comprehensive package.

Janice Ouellette noted Rural Solutions is committed to VT.

Michelle Leclerc noted Rural Solutions reached out to her after the recent flood to see if Danville was okay.

Alison Low wondered when this change would start to affect the budget and where would it come out of.

Michelle Leclerc noted the Marion Sevigny fund can be used for moving from floor to ceiling items and the monthly Australian Ballot fund which was to be put to Elections is not needed so they could use those funds.

Alison Low discussed the VOIP landline in case of emergency.

Michelle Leclerc noted VOIP is needed and the 3426 line would be direct and 3352 line would stay.

Glenn Herrin favored Rural Solutions as they seemed focused on small towns. The second presentation was more associated with a town manager and places with 5-10,000 people.

Janice Ouellette liked the idea that Rural Solutions had a client base number in mind.

Michelle Leclerc favored Rural Solutions and noted Tech was a suggestion of Rural Solutions and VC3 is a VLCT program.

Alison Low thought it seemed like all were in agreement that Rural Solutions is for us.

Janice Ouellette liked managed IT as it takes trouble shooting off employees.

*Motion by Glenn Herrin, 2<sup>nd</sup> by Alison Low to procure Rural Solutions for managed IT support and VOIP as per their proposal. Vote 4-0-0. Motion carries.*

**(d) Campaign Event Inquiry to Use Town Hall** – Michelle Leclerc noted Callahan Beck, Assistant Campaign Manager for Scott Beck reached out to her. They are seeking to host an evening event to give residents the opportunity to ask questions with Scott Beck.

Glenn Herrin spoke of renting according to policy.

Janice Ouellette suggested they could reach out to community building.

Alison Low suggested pavilion at Joe's Pond.

Eric Bach suggested North Danville School.

Michelle Leclerc to respond to Callahan Beck's email.

- (e) **Update on Signs at Ends of Town** – Janice Ouellette discussed follow up to Ashton Coutu's senior project signs removal. Ashton (Coutu) Giroux is okay with the removal of the signs as they are tipping and faded. She was concerned with the signs and she reached out to art department at the school to see if someone was interested in refurbishing them but she had not heard anything.

Eric Bach discussed having landowners remove them.

Janice Ouellette wondered since it was a senior project was it the property of the school.

Alison Low noted it was not.

Keith Gadapee noted the Highway could repurpose the material.

**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 7:44 pm.*

Minutes taken by Audrey DeProspero submitted August 5, 2024 at 10:14 am.