

Town of Danville  
Selectboard Minutes  
November 21, 2024  
Danville Town Hall (6:00 pm)

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

**Board Members Using Teams:** Peter Griffin

**Others Present:** Audrey DeProspero, Michelle Leclerc, Keith Gadapee, Greg Prior, Robert Taylor, Robert Balivet, Michael Hogue, Marvin Pritchard, Craig Morris, Laura Ruggles, Craig Morris, Regina Hazel (SB Ryegate), Nelson Elder (Ryegate) and Andrew Smith (Ryegate)

**Others Present using Teams:** Matt Colburn (Precision Lawn Care)

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

1. **Additions to the agenda:** None. Change to existing agenda order requested. Approved.

2. **Approve minutes:**

*Motion by Eric Bach, 2<sup>nd</sup> by Glenn Herrin to recognize the **Regular** November 07, 2024, minutes as accurately reflecting the agenda of the meeting. Vote 5-0-0. Motion carries.*

3. **Visitors**

- **Ann Lemmon, 2916 Joes Brook Road - Paving** – request is to pave in front of her house. The dust is bad because there is no snow. In winter chloride cannot be put on roads. Her request comes every five years to the Selectboard. The road connects to Barnet, and she suggests seeing if towns can work together. Vehicles using the road go fast and cause dust, if they went slower there would not be as much dust. She is proactive in not opening her windows during the good weather.

Keith Gadapee discussed asphalt, maintenance and budget which will be discussed tonight.

Alison Low inquired if the road was damaged during prior storms.

Keith Gadapee noted it was in 2011, 2023 and 2024 and is slotted for mitigation work next summer.

Janice Ouellette noted roads would be discussed tonight under the Highway budget.

Glenn Herrin discussed looking at all Class 3 and 4 roads and adding this road to the mix.

- **Marvin Pritchard & Randy Rathburn - Resurfacing Tennis Courts** – proposal presented for consideration to clean, recoat, line, and install new netting and posts. Discussed was 1988 multiyear plan and Marion Sevigny endowment funds.

Janice Ouellette inquired if there were any grants available.

Alison Low noted Community Recreation Facility Grant (\$25,000) available in September.

- **Train Station: Ryan Edwards Contract, Update & Community Donations** –

Ryan Edwards Contract - Rob Balivet noted this would have been 5 month construction job but with all delays it has been 18 months. Hoping to be completed next May.

Janice Ouellette inquired about construction lull in December.

Rob Balivet noted it was hard to get a schedule on this job because there are numerous bids not confirmed and persons back out. It is a bad climate for construction jobs.

Janice Ouellette was concerned about two visits per month if there was no construction happening.

Rob Balivet noted there would be less and it is based on hourly.

*Motion by Eric Bach, 2<sup>nd</sup> by Alison Low to accept updated Owner Architect agreement for Train Station. Vote 5-0-0. Motion carries.*

Update – Michael Hogue discussed painters working inside, decking placement is inadequate, grates going in front of doors, heat pumps arriving in December, line of credit at fair place, numbers for next year look good and there is more fundraising to do. Grants discussed.

Community Donations - Laural Ruggles discussed being close to the finish line and hosting a capital campaign like athenaeum and hospital. She noted that you start with grants, then public (major donors), and then open it up to everyone at community level. She discussed the donation platform online, wanting to get consideration because it makes it easier and is convenient for people. She discussed community outreach campaign, account Town would open, possibly setting up separate generic checking account which could possibly be used for others such as Dog Park later on, and seeking amount of \$165,000 but currently at \$138,000 which includes pledges and money that has come in.

Alison Low likes Donorbox (processing fee cheaper and there is an option to cover fee).

*Motion by Alison Low, 2<sup>nd</sup> by Glenn Herrin to approve community web page focused on Train Station and to do on Donorbox. Vote 5-0-0. Motion carries.*

#### 4. Issues and Information (All)

- (a) **Dog Park Committee Use of Green** – Alison Low seeks use of the Green for Dog Park’s annual fundraiser for dog pictures with Santa from 10-2, with set up 10-11, pics 11-1 and take down 1-2.

*Motion by Eric Bach, 2<sup>nd</sup> by Glenn Herrin to approve use of Green and gazebo for weekend of Saturday, December 14<sup>th</sup> and Sunday, December 15<sup>th</sup> from 10am until 2pm for dog pics with Santa. Vote 4-0-1 (Alison Low abstained). Motion carries.*

- (b) **Sheriff Coverage** – Alison Low discussed update to Speed meeting which had a range of potential solutions, traffic calming and enforcement options. Meeting with Trevor Whipple discussed. She noted that she would like to continue to pursue the speed situation further.

*Consensus was to continue.*

- (c) **Grants** – Janice Ouellette noted the Town did not get MERP grant. Carter Finnegan of NVDA Has a couple of alternatives to look at for the steam boiler at North Danville: Efficiency Vermont has some incentives and Vermont Bond Bank has low interest loans for energy efficiency.

Alison Low discussed stormwater mitigation transportation alternatives. VTrans advised that the Municipal Project Manager should be on board before applying for other grants. Noted was the Downtown Transportation Fund Grant was open and suggested looking at for the parking lot.

- (d) **Policies** – Janice Ouellette noted at last meeting they approved Domestic Partnership Policy and noted the Personnel Policy needs edits to reference Domestic Partnership Policy. She discussed Affordable Care Act noting they should consider allowing part-time people to buy into insurance. She will update the Personnel Policy which will address those two edits. The minimum hours would be 20 hours based on percentage of 35 hours.

Janice Ouellette discussed Purchase Policy updated to make it compliant to make it federal.

*Motion by Eric Bach, 2<sup>nd</sup> by Glenn Herrin to adopt updated Town of Danville Purchasing Policy. Vote 5-0-0. Motion carries.*

(e) **2025 Mowing Bid**

Craig Morris noted bid on Town website indicated December but everywhere else was November.

*Consensus is to repost.*

(f) **2024-2025 Heating Bid**

Bid submissions for 6,000 gallons Fuel Oil and 600 gallons Propane reviewed: Bournes \$2.95 fuel oil, no propane bid, Dead River \$2.8342 fuel oil, no propane bid and Fred's Energy \$3.089 fuel oil with propane at \$3.35.

Noted was Dead River was cheapest at \$2.8342.

*Motion by Alison Low, 2<sup>nd</sup> by Glenn Herrin to accept bid submission from Dead River at \$2.8342 per gallon for 6,000 gallons of fuel oil as they were the cheapest bidder. Vote 5-0-0. Motion carries.*

Propane submission discussed. Only one bid was received. The current company, Irving Oil, did not bid. Inquiry as to why unknown. Suggested was to contact Irving.

(g) **2025 Care of Gardens Bid**

Bid submission reviewed, 2 received: Precision Lawn Care one year \$2,307.50 and Bakers Lawn Care two years \$10,250.

*Motion by Glenn Herrin, 2<sup>nd</sup> by Alison Low to accept bid from Precision Lawn Care in the amount of \$2,307.50 for one year. Vote 4-0-1. (Eric Bach abstained). Motion carries.*

(h) **RFPs Roadside Mower**

Bid submission reviewed. Received:

Champlain Valley Equipment

Kubota M611DTC for \$187,895.05, Trade \$24,000, Net \$163,895.05, Delivery 90-120 days

New Holland TS6-110 for \$180,614.00, Trade \$24,000, Net \$156,614.00

Pete's Equipment

Diamond John Deere \$160,000, Trade \$10,000, Net \$150,000, Delivery 33-35 weeks

United Ag & Turf

John Deere 6105E for \$173,327.80, Trade \$12,000, Net \$161,327.80, Delivery 4/15/25

6120E John Deer Tractor for \$158,000, \$12,000, \$146,000, Delivery 2/10/25

One purchase bid for old tractor from Craig Morris is for \$10,000.

*Motion by Eric Bach, 2<sup>nd</sup> by Glenn Herrin to accept United Ag & Turf bid for the 6120E John Deere Tractor for \$158,000, with \$12,000 trade for net of \$146,000 with delivery date of 2/10/25. Vote 5-0-0. Motion carries.*

The cost will be split between Danville and Ryegate based on road miles each town has and based on percentage. Currently it is 50/50 but it will not be in the future because Danville has 111 miles and Ryegate has 64 miles. Cost will be prorated between each town's share based on miles.

No bill has been received from the person who has held the tractor to be fixed.

**5. Town Clerk (Michelle Leclerc) –**

- Late Filed Homestead Penalty Dispute – the Mullers filed late. Town should not be reimbursing, their accountant should. We would be going against precedence and if granted, Town would lose money.

*Motion by Eric Bach, 2<sup>nd</sup> by Glenn Herrin to approve application for waiver of late fee for Cliff and Susanne Miller. Vote 0-5-0. Motion does not carry.*

- Audit Paperwork (signature) – Bachelder wants letter signed.

*Consensus is for Janice Ouellette to sign.*

- Sheriff Contract received.

Alison Low inquired how many hours contract was for.

Michelle Leclerc to investigate.

- Budget (Town) – Payroll discussed, 2.5 COLA noted, and line items reviewed.

Keith Gadapee wondered where Selectboard wanted to see the budget %, level fund, or reduced.

- FYI – election grant money used to purchase 4x3 enclosed bulletin board for Town Hall. Also noted was money purchased bulletin board for Post Office, a cart for Town Clerk and 2 computers.

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

- Better Roads Grant Structures to do couple of culverts we want to do.
- McDowell Road - culvert project crossing Will Seager property will go for Class 2 Structure.
- Grant in Aid – did not want to complete, still has one to do, so may not apply.
- RFPs Roadside Mower – see Issues and Information (h).
- Windswept Drive – end of Windswept off Walden Hill, part of development 100x75 chunk of land deeded to Town for turn around to be built to get into their driveway. Expense maybe Town and Windswept.
- 2-Curb Cut (sign off) Chase & Baguskas were signed off on.
- Budget (Highway) – Discussed was revenue being incomplete, how much paving wanting to be done and where, grants filled in, FEMA mitigation, Grant in Aid leftover from last year, blue garage – heat issue, needs tightening up, and no paving grant project. New 10-wheeler and various vehicles discussed and noted was Peacham Road paid off.

**7. Financials: Orders to review and sign** – reviewed and signed by Janice Ouellette.

**8. Adjourn** – *Motion by Eric Bach to adjourn at 9:00 pm.*

Minutes taken by Audrey DeProspero submitted November 25, 2024 at 9:25 am.