

Town of Danville  
Selectboard Minutes  
January 16, 2025  
Danville Town Hall (6:00 pm)

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

**Board Members Absent:** Peter Griffin

**Others Present:** Audrey DeProspero, Michelle Leclerc, Clayton Cargill, Walter McNeil, Chris Burns, Scott Burns, David Irwin and Greg Prior

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

- 1. Additions to the agenda:** Janice Ouellette added General Information on Selectboard meeting procedures and agendas.

Janice Ouellette noted that she would like this topic to be the first discussed.

At meetings we follow specific rules of procedure including rules governing participation. Everyone should engage in polite, civil discussion; rudeness and personal attacks are not tolerated.

The board's administrative assistant consults with the board to set agendas and topics of discussion based on public requests and awareness of situations that arise. When matters are brought to the attention of the administrative assistant, it is ultimately the board's decision as to whether the topic is discussed at the meeting.

- 2. Approve minutes:**

*Motion by Eric Bach, 2<sup>nd</sup> by Alison Low to recognize the **Regular** January 2, 2025 minutes as accurately reflecting on the agenda of the meeting. Vote 4-0-0. Motion carries.*

- 3. Visitors:**

- **Walter McNeil, Jr. – NEKWMD Update and Sewer Connection Question**

**NEKWMD Update**

- Zoom meeting on Tuesday.
- Truck lease is over \$2,000 monthly, with 10 cents per mile up to 30,000 miles for a brand new truck.
- District spent up to \$50,000 on repairs in 2024. This is the best possible scenario for District. Decision was voted and approved.
- Ramping up Director search, Paul Tomasi leaving in fall. They are hoping to get someone local. He has been there 25 years and is an asset but will not be participating in the process but will assist new person.
- Waste District finished the year with surplus.
- District doesn't use cash accounting; they use a deferred system.

**Sewer**

Walter McNeil has concerns with letter sent to residents hooked to system. Rates were increased in previous years (300 to 330). Commercial rates are nebulous, rate for homeowners listed but glossed over what commercial were paying. He thought commercial rates should have been done first and should have been stated in letter.

Alison Low noted they were looking at commercial rates, as one business is not being charged consistently to others.

Walter McNeil owns 146 Peacham Road which he bought 8 years ago this coming May. The dwelling is uninhabitable, there is no water coming into the building, no septic pipe going out as pipe is broken inside house. He went to water commission and inquired why paying water bill, so they negated him having water bill. When he comes on system he will pay a certain amount. He doesn't mind paying \$300 amount as it is his fair share but since increase is almost same as his property tax he would like to see it negated and when he reconnects then there could be a fee he would have to pay. The last 8 years nothing has come in and nothing has gone out.

Eric Bach noted they can consider it shut off and have it held with allocation amount.

Alison Low inquired why this wasn't done years ago.

Walter McNeil noted he didn't know who to go to.

Michelle Leclerc noted application fee is \$10 and is allocated good for 2 years. Once activation there would be additional fee.

Alson Low noted \$700 feels like a lot but if you look at comparable systems we pay much less.

Walter McNeil thinks metered system would be better, but it would not be cost effective.

Greg Prior wondered if there was commercial rate.

Michelle Leclerc not no, it is based on type of business.

Eric Bach discussed rates based on type of use based on state.

Glenn Herrin noted there were 19 or 23 different categories of commercial classification.

- **Greg Prior** – Status of Town Clock. Noted was the clock has stopped and steps taken sought.

Janice Ouellette noted they have an employee of the Town who has volunteered to do the work to repair the floor and door at the cost of the materials.

- **Clayton Cargill** – Bulky Bin & Recycle Update and School Board Update

#### **Bulky Bin**

Casella's price list reviewed, and an update the Danville's list has been made. Lack of scale at Danville so some items will be by eye. Previous price sheets passed out. Changes are carpets and pads, toilets increased, truck loads, clarity of when recycling can be done, non-residents are directed to Casella. He suggested publicizing Green up Day prior, he would like a table at Town Meeting to pass out handouts, a sandwich board to post bulky bin and a link on Town website and on calendar.

Walter McNeil inquired about bathtubs noting there are cast iron and fiberglass.

Clayton Cargill noted cast iron goes in the metal bin and fiberglass goes in recycle bin.

#### **School**

Town Meeting question to School Board got overruled, they are keeping alternating years. School wants to go first to hold tradition. More people make more democratic participation.

Glenn Herrin discussed school board may want to go first and standardize it; however, the recommendation of Town Meeting Committee was to make it the same.

Clayton Cargill suggested waiting and see on reception of rescinding the charter. They didn't think it was necessary. Budget can't be changed in room and School board going to hold in their position.

Glenn Herrin clarified charter only prevents School (and Town) from choosing floor meetings for budgets, as all other Vermonters can do. If charter is repealed, by law budgets will continue by Australian ballot unless voters decided to change.

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

- Milfoil removal on insurance is for payroll for people who clean the boats.
- Pressure Vessel – Town Hall 20 years life span, need to change out within one to two years, North Danville purchase sectional steam boiler so you don't have to replace, Rescue building high quality, and Town Garage boiler good.
- Mileage Certificate – nothing has changed, document needs signature.

*Motion by Eric Bach, 2<sup>nd</sup> by Alison Low to approve Highway Mileage Certificate Report. Vote 4-0-0.  
Motion carries.*

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

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

(a) **Budget Items**

1. General & Highway
2. Town Meeting Agenda
3. Pre Town-Meeting Date
4. Town Meeting Annual Warning

**General**

New accounting firm, Sullivan and Powers consulted. Budget Train Station in General fund = no. Cynthia NEMRC reviewed 2024 expense and revenue from General fund set in Train Station Fund. This will no longer tie up monies or mess up the bottom line.

Alison Low thought some monies came from Building Fund.

Janice Ouellette noted it was moved out and showed in new fund. The upcoming infrastructure project will go through the same process to move Capital Reserve into that fund, and should we have others, it will make it easier.

Michelle Leclerc and Janice Ouellette discussed Dog License fund, noting it should be in with office expense, so transfer will be done, and new label will be Animal Control.

Alison Low noted Donorbox was not in Revenue of General fund, moved to other fund 'donation'.

Michelle Leclerc noted that Donorbox can do other funds as well and can be in General fund.

Alison Low discussed increased coverage for speeding to \$5,000 if article passed.

Glenn Herrin noted as it was written they should subtract \$5,000 from article.

Michelle Leclerc agreed.

Budget total discussed, Train Station removal, requisitions, 2024 actual amounts, and 2025 proposal.

Selectboard suggested to hold Special Meeting to review General Budget discrepancies in detail.

Availability and dates discussed, noted was Special Meeting Monday, January 20<sup>th</sup> at 4:30 pm.

**Highway**

Presented as previously discussed and reviewed.

Glenn Herrin noted he was good with this budget.

Michelle Leclerc noted 2023 deficit not showing, as they were going to put as article.

Deficit discussed, Highway Aid, Revenues, Taxes, not raising taxes, and cleaning books.

Greg Prior inquired when would reappraisal be done.

Michelle Leclerc noted nothing received from state.

*Motion by Eric Bach, 2<sup>nd</sup> by Glenn Herrin to raise property taxes in the amount of \$1,283,289.01 to support the Highway Budget in the amount of \$1,931,891.60. Vote 4-0-0. Motion carries.*

**Sewer**

Alison Low inquired about balance of what is in the sludge account.

Michelle Leclerc noted it was in the Town Report.

David Irwin, new resident of a few years, who currently owns duplex in town, has concern for new rate increase and how it will impact him.

Michelle Leclerc spoke of payment of \$165 twice and the previous rate. The new rate is 112% over a 2-year period.

Commercial grade rates discussed, metered rates and water coming in and going out sometimes not accurate, Water District separate district from Town of Danville and should Town and Water District be combined, it is being investigated. A committee is being formed to investigate these items for subsidizing services that entire Town benefits from.

Greg Prior attended (VLCT) webinar and requested meeting minutes be published along with slides to engage community members.

Eric Bach noted that it was not a public meeting, it was for VLCT members.

David Irwin noted that he may be interested in the Town Services Committee.

*Motion by Alison Low, 2<sup>nd</sup> by Glenn Herrin to accept budget for sewer for 2025 in the amount of \$117,880.00. Vote 4-0-0. Motion carries.*

### **Pre Town-Meeting Dates**

Town Report to return mid-February, the first Pre Town-Meeting to be at Town Hall and night before Town Meeting at North Danville.

Glenn Herrin discussed Town Meeting Committee recommendation of Saturday.

Alison Low discussed putting a PowerPoint presentation together similar to last year.

Informational meeting will need to have warning for Public Hearing for Charter change on agenda.

### **Town Meeting Annual Warning**

Discussed was change amount from \$87,360 to \$81,860.

Conversation on charter change discussed.

Janice Ouellette suggested getting legal opinion.

#10 wording for charter discussed, #8 add 'an addition' before amount and 'additional' before police.

Janice Ouellette suggested to sign warning at Monday evening's budget meeting.

- (b) **Town Services Committee** – Glenn Herrin recommended making edits as needed to the draft charter. Alison Low suggested identifying things they expect by the end of year. Eric Bach suggested prioritizing list.

Glenn Herrin suggested Wastewater, Drinking Water, Public Works, and Law Enforcement, by December 2025.

Glenn Herrin to make changes if there weren't enough other volunteers and suggested putting out advertisement again. He noted he was interested in being on the committee.

David Irwin inquired about qualifications for members.

Glenn Herrin noted the committee will decide where to meet and time commitment, probably once a month for 1-2 hours with 2-4 hours of homework. The main qualification for volunteers is willingness to put in the work for the Town.

- (c) **Purchasing Policy** – Janice Ouellette noted she spoke to Bonnie Waninger noting reoccurring purchases need reviewing.

- (d) **Better Connections Grant** – Janice Ouellette requested permission to apply for Better Connections Grant, with 10% match, for design for drainage solutions along Hill Street and parking lot. Grant is a two-part process: pre application and schedule interview with director of program VTrans ACCD (Friday 10am), formal application is due 2/21.

Alison Low discussed Fitzgerald Environmental Associates letter about developing a Stormwater Master Plan for the Town of Danville. She is not sure how this work would impact grant.

Janice Ouellette agreed to be part of the stormwater management noting they selected Keith Gadapee to be part of the development of Stormwater Management Plan for Danville.

Eric Bach suggested looping in Kellie Merrel.

Alison Low spoke of supplemental funds.

- (e) **MPM** – Janice Ouellette noted Dubois and King received RFP that Alison Low sent out. Scope of work and fees forthcoming.
- (f) **Ethics Liaison** – Janice Ouellette and Alison Low discussed each town must name a liaison which can be town employee, the only way it is not a town employee is if the town does not have town employees. It cannot be staff. They can designate one of its members, for example: Town Manager, Assistant Town Manager, HR Director, Town Administrator, City Attorney, Administrative Assistant, selectboard member, and Town Clerk/Treasurer.

*Motion by Alison Low, 2<sup>nd</sup> by Glenn Herrin to appoint Michelle Leclerc as Ethics Liaison. Vote 4-0-0. Motion carries.*

**7. Financials:** Orders reviewed and signed.

**8. Adjourn** – *Motion by Alison Low to adjourn at 8:36 pm.*

Minutes taken by Audrey DeProspero submitted January 21, 2025 at 9:00 pm.