

Town of Danville Town Services Committee

Meeting Minutes
Danville Town Hall
March 11, 2025

Attendance

Committee Members: Stacy Andre, Keith Gadapee, Michelle Leclerc, Brian Henderson, Alison Despathy, Glenn Herrin (non-voting) / Absent: Tim Ide, Mark Tucker

Public: Janice Ouellette, Greg Prior

Stacy Andre called the meeting to order at 5:31pm.

Agenda changes (and minutes review): Glenn suggested adding minutes review at the beginning, all agreed. Keith moved and Alison seconded to accept the initial minutes as a true indication of the business of the February 18, 2025 meeting; without objection, the motion passed.

Public comment: Jan Ouellette was pleased with the support the floor meeting body showed for the committee's survey and future work on speeding and law enforcement on Town Meeting Day. She recommended the committee post its efforts and progress for residents to follow easily; the group agreed that would be good.

Confirm regular meeting time: Glenn pointed out that the second Thursday of every month is also when the Train Station Coordinator and Dog Park Committee hold meetings. The members discussed conflicts with other Thursdays and reaffirmed the second Thursday of each month at 5:30pm as the regular meeting time. There are other spaces in the Town Office (in front or upstairs) that are available if needed.

Review, brainstorm, rank, and discuss current town services:

- Stacy summarized comments from the surveys: support for more law enforcement and improved traffic/pedestrian safety, including traffic calming suggestions; website and newsletter thoughts; potential funding sources; wastewater comments; highlighting recreation opportunities; and other short thoughts and comments. Generally respondents wanted specific or incremental improvements, not enormous changes.
- Greg Prior highlighted town public information, tools, and processes; succession planning; property and facility management; volunteer engagement, and long-term economic planning.
- The group reviewed a list of current general town services and would like to examine permit fees and the town website. They chose not to review elected officials and their duties, town management, Animal Control, audit services, the Health Officer, and internal IT services - though they may review them if time permits, and a future similar committee might examine them.
- *As the Dog Park Committee members arrived for their meeting around 6:25pm, the group moved to the front of the Town Office.*
- The group discussed the Selectboard's priority services from the charter.
 - Drinking Water: the key question is whether the Town of Danville should merge with (take over) Danville Fire District #1. DFD#1 is legally a separate municipality that provides drinking water for the main village, separate from

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- the town-provided wastewater system; the town currently provides incidental and billing support. There are advantages and disadvantages to merging and staying separate; a subset of members, ideally including Tim Ide, will need to do research and present options for discussion.
- The Public Works and Wastewater priorities are not expected to lead to big changes from the public's perspective, but are primarily about how to best manage town infrastructure.
 - Glenn volunteered to lead the Law Enforcement / Traffic Calming planning effort; he will work with others to gather data and present a task analysis briefing (facts and assumptions, potential options) at the April meeting. Ideally that will lead to an options decision briefing in May and full recommendations by June.
 - Stacy recommended and the group agreed to resume grouping and prioritizing remaining services at the April meeting.

Recommendations to Board: Stacy noted that for March the main recommendation is that of the town's general services, the committee only intends to look at zoning permit fees and how the town provides public information (e.g. through the website).

Additional comments / discussion: none.

Alison Despathy moved to adjourn and the meeting closed around 6:55pm.

Respectfully submitted by Glenn Herrin, secretary