

Town of Danville
Selectboard Minutes
June 5, 2025
Danville Town Hall (6:00 pm)

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

Others Present: Audrey DeProspero, Michelle Leclerc, Keith Gadapee, Marty Thieret, Laural Ruggles, Michael Hogue, Greg Prior and Judi McAlenney

Meeting called to order by Chair Janice Ouellette at 6:09 pm.

1. Additions to the agenda:

- Special Meeting needed for Sponsorship letter (Alison Low)

2. Approve minutes:

*Motion by Eric Bach, 2nd by Glenn Herrin to recognize the **Regular** May 15, 2025 minutes as accurately reflecting the agenda of the meeting. Vote 4-0-1 (Abstain: Alison Low). Motion carries.*

*Motion by Eric Bach, 2nd by Glenn Herrin to recognize the **Special** May 15, 2025 minutes as accurately reflecting the agenda of the meeting. Vote 4-0-1 (Abstain: Alison Low). Motion carries.*

3. Municipal Minute: Social Media and Local Governments – Janice Ouellette discussed social media changing how people communicate, and people becoming accustomed to fast feedback. Pressure is on local government to communicate quicker and share news. It is a great tool, but you need to weigh out the risks as there may be legal problems and loss of public trust if derogatory and inflammatory remarks are made.

4. Visitors: Janice Ouellette noted the new practice is for all visitors to introduce themselves.

- Marty Thieret – Tampico Road Turnaround – noted his interaction with the Town has been very good, all involved have been very responsive to his request. He met with Keith Gadapee on May 20th, and they had a good productive communication about the turnaround on Tampico Road. A sand truck went off into the ditch and the sand had to be offloaded. A mailbox was clipped, and it had to be fixed. Road Crew came in early May and fixed the mailbox and ditched part of the road. They used sand that was offloaded from the truck and built up the turnaround. Knotweed presence was introduced by Road Crew during last summer ditching. The turnaround has become substantially big. Conversation with Keith Gadapee noted he agreed tentatively for Crew to reshape and get rid of stuff and put it back to something not so big, then Keith Gadapee called and suggested this be brought to the Selectboard. Selectboard Assistant was contacted and then Glenn Herrin came out and looked at turnaround which he thought was large. The process and result outlined by Keith Gadapee was good. He is present to discuss and see how to move forward.

Glenn Herrin noted it was clear between last year and this year that turnaround is car width bigger. It makes sense to cut back. Turnaround is in Wheelock and is Class 4. Knotweed present is extensive and spread 60 feet from edge of road to ends. He thought it's been there about three years. Google view from last year shows it was there last year. Knotweed is very hard to get rid of.

Janice Ouellette noted it cannot be determined how it was caused.

Keith Gadapee discussed plan to eradicate Knotweed which would then shrink the turnaround. He did not realize the size of the turnaround was an issue and wondered if it was the size or the knotweed that was the issue.

Glenn Herrin noted both.

Marty Thieret was agreeable to having a turnaround, but his concern also is for how it got to be enlarged as much as it has. He wondered about size needed for turnaround. Spoke of mitigation and working with Keith Gadapee about removing knotweed.

Greg Prior noted Conservation interested in eradicating knotweed and they have attended webinar.

Matt Choate discussed setting precedence noting if space used by municipality, it may narrow scope of work and put guardrails to help decision.

Alison Low discussed knotweed demo and willingness to reach out to start discussions.

Eric Bach noted this is not an isolated incident, as the Charette identified areas of knotweed.

Glenn Herrin noted Highway Crew trained on knotweed identification.

Keith Gadapee discussed grader spreading knotweed but they try not to spread it. If we try to combat it, we may be unsuccessful then what.

Marty Theriot thought it was impossible for him to manage it, but getting rid of most of it, he then can mitigate it however the longer we wait, the worse it gets.

Glenn Herrin reiterated options: Do nothing with it, do Keith Gadapee's plan to dig foot down and put down fabric, or kick it to Conservation Commission and see if there is anything else Town can do. He was leaning to have Keith Gadapee do work once.

Eric Bach would like to see follow up with Alison Low's suggestion.

Alison Low wants to do in conjunction with Conservation Commission and Craftsbury (demo managing and eradicating).

Keith Gadapee has not spoken to Wheelock Road Forman but thinks this should trigger some type of easement on turnaround.

Glenn Herrin noted Danville's area was a Class 3 Road with 2 maybe 3 houses with full time residents.

Janice Ouellette wants guidance before making a decision.

Motion by Eric Bach, 2nd by Glenn Herrin to go ahead with dig and barrier method (mitigation to try to eradicate with the understanding that it may come back but this will be done once because it is a Town turnaround) to get work started on this turnaround area and going forward we can work on a knotweed problem. Vote 5-0-0. Motion carries.

Janice Ouellette declared no more mitigation and eradication after this.

- Clayton Cargill & Sara Stinson – Green Up Day After Action Report – Clayton Cargill noted Sara Stinson was not able to attend. He discussed data submitted to Selectboard for next year's Green Up Day noting the Town will need a new coordinator for 2026 but there is a strategy in place.

Janice Ouellette wondered if Girl Scouts will participate because the coordinator is moving out of town.

Clayton Cargill noted they were disbanding because of their age.

Janice Ouellette discussed studying Green Up more and looking at what other towns do to increase participation. Suggested was to have the Town Services Committee look at this.

Clayton Cargill agreed to sit on the committee.

Janice Ouellette discussed huge opportunity to look at this deeper for community wide.

Eric Bach noted years ago they held a BBQ, bring back your bag and you could have a hamburger.

Janice Ouellette suggested Glenn Herrin bring to Town Services Committee.

- Laural Ruggles – Pause Place – discussed what Pause Place is: green area directly across from Train Station which State owns but Town has lease. The original plan approved by VTrans was very pricy, so it was changed. In a meeting, it was outlined and they received an official from VTrans, 'this is what we are going to do'. Kiosk moved from West Danville, new map put in, other side of kiosk has enclosed bulletin board, V2V signs to raise money, Carry In and Carry Out signs, 2 benches donated for Suzanne Tanner and David Price which will be put up next week, NVDA Rail Council grant for 2 picnic tables, Keith Gadapee will bring back bike repair station, concrete barrier removed and replaced with barrels and flowers which will be upkept by Village improvement Society and there will be bike racks there too.

Michale Hogue noted the original sign will be put back on the building and there will be water for bikers on east end.

An audience member inquired about trash noting if you invite people you will need barrels in locations such as the Green.

Eric Bach noted the problem with doing that is who is going to empty them.

Michael Hogue wondered if bike rack on Green is used, if not, it could be moved to the Pause Place.

Laural Ruggles noted she has ordered bike racks for the Pause Place area.

Keith Gadapee suggested water plaque signs.

- Michael Hogue – Train Station Lease and Mowing – discussed VTrans request for expense have come in so we will close it out, haven't heard if VHCB has sent check, can't file for closing until contractor files invoices with Town of Danville, inside getting ready to do floors then bathrooms will become functional and lease: unsure of start date.

Janice Ouellette suggested waiting until their next meeting on the 19th so everyone can review.

5. Town Clerk (Michelle Leclerc) –

- 2024 Audit Recommendation Items: journal entries, investment and banking, procurement policy, uniform guidance policy, progress assessment, education billing fee retain, cash accounts (Marian Seigny Fund Memorial Day, Town Hall Green Fund combined. Jan 2024 – Passumpsic 32 accounts now 17, North Country 4 now 2, Union 4 now 2 and Community 2 now 3).
- Wastewater merged: sludge and maintenance together.
- Accounting: marriage license (income went into budget to pay state, need liability account) same for Dog account.
- Excelsior Road Update – Keith Gadapee checked out, if Selectboard wants Highway to do they need two dumpsters. He wants site visit by dumpster company as it is not easily accessible. There will be a cost for dumpsters. Highway cannot haul because you need a license to haul trash. He doesn't see hazardous material, but he is not a hazmat person. There are no obvious hazards there that he sees.

Glenn Herrin inquired if the Highway Crew could do this safely.

Keith Gadapee noted yes. He suggested getting landowners permission to enter property.

Michelle Leclerc noted the mail keeps getting returned.

Janice Ouellette noted they cannot do anything without permission.

Motion by Eric Bach, 2nd by Matt Choate to get landowner's permission, once that is in place, Highway Crew will demolish buildings and get rid of them. Vote 5-0-0. Motion carries.

- Liquor Licenses(s) – Red Barn Brewing LLC Special Event Permit for August 2nd at Danville Fair.

Motion by Alison Low, 2nd by Glenn Herrin to approve Special Event Permit for Red Barn Brewing LLC for Danville Fair on August 2nd. Vote 4-0-1 (Abstain: Eric Bach). Motion carries.

- Heat Pumps for Town Hall – contacted vendors: ARC not enough people to do this area, Lloyds only does residential, and Bournes submitted proposal for \$10,902.89 for research room and Town Clerk room and \$5,320.82 for meeting room. Payment to come from Marion Sevigny Town Hall Green Fund.

Concern for exterior location and esthetics discussed.

Michelle Leclerc noted the meeting room one would be under the eaves of the staircase and the front would be on the east side of the building.

Motion by Eric Bach, 2nd by Glenn Herrin to accept Bournes Energy proposal to install Heat Pumps for front and back of building and payment to come from the Marion Sevigny Fund. Vote 5-0-0. Motion carries.

- Wastewater Accounts Consolidation – see above, second bullet.
- Issue with people paying fines for dogs. She has been yelled at a couple of times and is suggesting change to the ordinance fine to \$25 effective 1-1-26.

Glenn Herrin noted the intent was to get people to register dogs but we may have created a situation for them not to register dogs. He discussed unintended consequences and 15 day grace period.

Eric Bach discussed wasting money and making sure all items get paid for: stamp, envelope, mailing and time of person doing work.

Glenn Herrin noted he would change.

- Adopt a Patriot was posted in Caledonian and North Star and adoptions are coming in.
- Cormier Road – dog was in yard and lunged at person. ACO has contacted dog owner. Noted was dog only barked and did not lunge, doesn't think it is dog's fault. ACO did investigation, all is settled.
- Utility property – Alison Low noted it went down which will lower grand list. She discussed 4% of appraised property are utilities and are down, she sought methodology behind it.

6. Highway Report (Keith Gadapee) –

- Pope Cemetery Fence – Gerard Lamothe contacted Keith Gadapee about status, concern is for Selectboard discarding fence and if so, he would like fence, he is willing to supply tarps to preserve fence while it sits at Highway garage.
- On the 18th a person is scheduled to look at heating system for possible upgrade as the wood boiler is on its third life. He is looking at alternatives.
- Scrap Steal Fund from Green Up Day and collection of old culverts is wanting to be expended. Permission to spend on a water pump. The fund was designed to pay for items like this.

Motion by Eric Bach, 2nd by Glenn Herrin to approve Keith Gadapee to spend up to \$2,5000 from the Scrap Metal Fund to pay for a water pump. Vote 5-0-0. Motion carries.

- Resignation of Chris Harrod, who is on his second year and has fulfilled his CDL time frame. Plan is not to advertise until it gets closer to busy season, September perhaps. Going to work for Town of Cabot. An exit interview can be setup if Selectboard would like.
- Delivery of 6-wheeler has taken place.
- Fender bender happened; other party wants our insurance company to pay. Person pulled out of driveway and ran into one of the Town trucks which was parked. No damage to Town truck.

7. Issues and Information (All)

- (a) **Gazebo Proposal** – Eric Bach discussed one person submitting proposal: Graves Builders in the amount of \$23,790 to repair eight capitals and bases, replace 20 balusters, repair/replace 6 lf railing, repair/refasten ceiling, install two ten feet length gutters, clean out drip line and install round stone, replace eight outside edge deck boards, install hook in ceiling, install retrofit LED with dimmer switch in the existing sixteen light bases, pressure wash as needed, scrape and prime painted areas as needed, sand the deck, the treads and risers, and the ramp, paint all white surfaces and painted railings two coats of finish, clear seal all mahogany treads, risers, deck, and ramp with marine exotic wood sealer, and clean up.

Motion by Alison Low, 2nd by Eric Bach to approve and accept Graves Builders submission for \$23,790 and to work around Farmers Market, Fair, and Autumn on the Green. Vote 5-0-0. Motion carries.

- (b) **Parking Lot Lease** – Janice Ouellette met with Keith Gadapee and Tim Ide about agreement between Historical Society, Danville Congregational Church and Town for parking lot lease for use of public lot for public parking. Access off Hill Street, no overnight usage, maintenance by Town to grade, winter snow removal and signage. Use is until September then it can be amended or terminated by the parties.

Keith Gadapee wants to be able to plow sidewalk so some maintenance will be needed as sidewalk is four feet and machine is five feet (from Historical Society to Open door) and fix a piece missing in front of Marty's renal building.

Michelle Leclerc wondered if donations for Hill Street could be used.

Janice Ouellette noted money to be used elsewhere. She did not want to waste money on staymat.

Keith Gadapee noted expenditure would not be seen as it will be time and material by Highway Crew.

Eric Bach noted it is worst spot on Hill Street because that is used by lots of people.

Motion by Eric Bach, 2nd by Glenn Herrin accept agreement with Congregational Church and Danville Historical and to do necessary work required to make it plowable in the winter (existing Hill Street Sidewalk). Vote 5-0-0. Motion carries.

Keith Gadapee discussed public parking nearby, existing hot spot needed to have design assistance.

Eric Bach thinks yes as there is a property for sale in that area.

Janice Ouellette would like to move forward with a new parking pattern.

Eric Bach, Janice Ouellette and Keith Gadapee to work on how they want the area to look.

Alison Low wondered if they should coordinate with Ken Robie since they are doing a scoping study.

Janice Ouellette to reach out to Ken Robie.

- (c) **NVDA Land Use Map** – Glenn Herrin discussed regional land use map, Planning Commission being involved with future land use map, people can come in and make comments, they mark on the map and number it and then put it on the log sheet.

Alison Low (for NVDA) discussed regional map across state and meeting with communities.

- (d) **Vendor Procurement** – Janice Ouellette sent around the independent contractor agreement for Procurement and noted this is tabled until next meeting.

- (e) **Mowing of Train Station** – Audrey DeProspero discussed adding the Train Station to the 2025 Mowing list per request from Laural Ruggles (V2V Pause Place area) during the transition period.

Motion by Glenn Herrin, 2nd by Alison Low to amend the current 2025 Mowing by adding \$260 for the Pause Place contract (Train Station). Vote 5-0-0. Motion carries.

- (f) **Steve Cobb Trees** – Janice Ouellette discussed needing to meet with Steve Cobb about his concerns for the trees that separate Town Hall and his building. As a quorum of the Selectboard cannot be scheduled to meet Steve Cobb's schedule of Wednesday or Friday noonish, she suggested she and another member meet with Steve Cobb and then bring back the information to the Selectboard.

Glenn Herrin volunteered to meet with Steve.

(g) **Walk Audit Orientation** – Alison Low noted the orientation was held prior to the Selectboard meeting.

(h) **Policy for Public Inappropriate Behavior** – Matt Choate postponed until next meeting.

(i) **Schedule Special Meeting** – Tuesday, June 10 at 2pm for sponsorship letter for Dog Park.

8. **Financials:** Orders reviewed and signed by Janice Ouellette, Chair.

9. **Adjourn** – *Motion by Matt Choate to adjourn at 8:46 pm.*

Minutes taken by Audrey DeProspero submitted June 10, 2025 at 11:20 am.

Audrey DeProspero