

Town of Danville - Town Services Committee

Danville Town Hall

Meeting Minutes - May 13, 2025

Attendance

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

Public: Janice Ouellette

Stacy Andre called the meeting to order at 5:30pm.

Agenda changes (and minutes review):

- The committee added minutes review to the agenda.
- Mark Tucker moved and Brian Henderson seconded that **the Committee accept the respective minutes as a true indication of the business of the April 8 and April 29, 2025, meetings** and the body approved without objection.

Public comment: None.

Service decision statements and lead assignment: the committee went through the priority services, refining associated issues or decisions and deciding on planning leads.

- Drinking Water - should the Town absorb Danville Fire District #1, and how: Alison Despathy will lead, with Tim Ide
- Town Website - content and usability: Glenn Herrin will lead, already updating with Selectboard and content manager but more input will be welcome
- Public Works Administration - what are roles and responsibilities, should highway become a public works department and how: Alison Despathy will lead, with Keith Gadapee
- Recycling / Bulky Waste - should the Town adjust how it provides recycling and the new bulky waste collection services, and how: Mark Tucker will lead
- Facility / Grounds Management - roles, responsibilities, and processes for the Town to manage owned and in-town buildings and land with officials, volunteer groups, and varying funding sources: Keith Gadapee and Tim Ide will lead; this is a very broad topic that may get refined as the study / planning process goes on
- Pedestrian Safety - Town Meeting article issue: Glenn Herrin is leading this, with planning in three areas:
 - Law Enforcement: Glenn / almost complete, Caledonia County Sheriff Office now has enough deputies to provide roughly 8 hours/week coverage
 - Public Engagement: Laural Ruggles / already working on campaign
 - Traffic Calming: Stacy Andre / should have initial recommendations in July but will probably have more in fall for next construction season
- Wastewater - how should the Town oversee contractor and system operations: Brian Henderson and Michelle LeClerc will lead
- LATER topics (for study in summer/fall as time allows) include Zoning/Permit fees, Community Garden, and Emergency Medical Services (EMS)

Facility/Grounds Categorization: see discussion above.

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Future Schedule:

- June 10: Wastewater task analysis and options; Drinking Water task analysis and options
- July 8: Pedestrian Safety (Traffic Calming, Public Engagement) recommendations; Facility/Grounds task analysis, options
- November: the body agreed to reschedule for November 18 so as to not meet on Veterans Day
- Full schedule - subject to updates - will be available on Danville's Town Services Committee web page

Board Recommendations: none.

Additional comments / discussion: none.

Tim Ide moved to adjourn and the meeting closed at 6:30pm.

Respectfully submitted by Glenn Herrin, secretary