

Town Properties 2025

PROPERTY	SERVICES	MANAGER	ADDITIONAL INFORMATION
Town Government-Active Buildings			
<u>Town Hall</u>			
	Building Maintenance-Systems	Assistant	
	Custodial/Cleaning	2x/month	Contracted out
	Trash Removal	Recycling attend.	Clayton Caryll picks up along with recycling
	Lawn Care and Ext Cleanup		Mowing contracted out, weekly May-Oct (one add'l end of Oct to chop leaves). 23 cuttings; weekly = Green, Hill St, and TH. Bo-weekly = Town entrances, FD, Rescue, Greenbanks, Pumpkin Hill, N Danville com and cemeteries. Adding Sewer Plant and Pump Station.
	Snow Plowing	Danville Highway	
	Snow Shoveling	Danville Highway	Only TH and N Danville Comm
	?Other?		
<u>Town Garage Campus</u>			
	Building Maintenance-Systems	Danville Highway	
	Custodial/Cleaning	Danville Highway	
	Trash Removal	Danville Highway	
	Lawn Care and Ext Cleanup	Danville Highway	
	Snow Plowing	Danville Highway	
	Snow Shoveling	Danville Highway	
<u>Fire Station Main</u>			
	Building Maintenance-Systems	Assistant	
	Custodial/Cleaning	Volunteer	
	Trash Removal	Volunteer	
	Lawn Care and Ext Cleanup	Contracted	mowing contracted out, spring trimming and mowing around building and parking area
	Snow Plowing	Danville Highway	
	Snow Shoveling	Volunteer	
<u>Fire Station-North Danville</u>			
	Building Maintenance-Systems	Assistant	
	Custodial/Cleaning	Volunteer	
	Trash Removal	Volunteer	
	Lawn Care and Ext Cleanup	None	
	Snow Plowing	Danville Highway	
	Snow Shoveling	None	
<u>Wastewater Campus</u>			
	Building Maintenance-Systems	Assistant	
	Custodial/Cleaning	H2O	
	Trash Removal	H2O	Dumpster on site
	Lawn Care and Ext Cleanup	H2O	To Be Contracted out 2026
	Snow Plowing	Danville Highway	
	Snow Shoveling	H2O	

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Town Properties 2025

Town Owned Community Buildings

North Danville Community Center-

Building Maintenance-Systems	Assistant	Town and NDCC/NDSA
Custodial/Cleaning	NDCC/NDSA	
Trash Removal	NDCC/NDSA	
Lawn Care and Ext Cleanup	Contracted	SCHOOL Area & Ballfield - bi-weekly mowing contracted out - May-Oct, (22 times)
Snow Plowing	Danville Highway	
Snow Shoveling	Danville Highway	
?Other?		

Train Station

Building Maintenance-Systems	Village to Village	
Custodial/Cleaning	Village to Village	Same contractor as TH
Trash Removal	Village to Village	
Lawn Care and Ext Cleanup	Contracted	Mowing contracted out - V2V Pause Place area, bi-weekly
Snow Plowing	Danville Highway	
Snow Shoveling	Danville Highway	
?Other?		

Rescue Squad-Ambulance Garage

Building Maintenance-Systems	Assistant	Interior of building maintained by Calex (electrical, lighting, walls, painting, flooring, carpets, finishes, plumbing, mechanics and other sytesm exclusive to the occupied space. Town maintains: structural elements of facility, exterior, roof, façade, foundation, heating system, domestic hot water, exterio lighting, paved areas and sewer disposal system.
Custodial/Cleaning	CALEX	Calex
Trash Removal	CALEX	Calex
Lawn Care and Ext Cleanup	Contracted	MOWING, bi-weeklu, contracted out, string trimming and mowing around building and parking area . GARDENS contracted out (2 separate vendors)
Snow Plowing	Danville Highway	
Snow Shoveling	CALEX	
?Other?		

Town Highways and ROWs

Town Roads (111.5 miles)

Road Maintenance	Danville Highway
Snow Plowing	Danville Highway
Roadside Mowing	Danville Highway

Town Class 4 Roads (22.3 miles)

Road Maintenance	NONE	By Selectboard Order
Snow Plowing	NONE	

Town Trails (0.88 miles)

Trail Clearing-Marking	ConCom
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Town Properties 2025

Covered Bridge

Structure Maintenance	Danville Highway	
Snow Plowing	Danville Highway	
Snow Shoveling	None	Not Required?

Sidewalks (1 mile)

Sidewalk Maintenance/Inspection	Danville Highway
Snow Plowing	Danville Highway
Sand Removal	Danville Highway
Lawn Mowing	Contracted

Rt-2-Upper Drive ROW

Mowing	None
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Entrances to Town

West Entrance to Town	Mowing contracted out - either side of road, cut/trimmed May-Oct (11 x) bi-weekly
East Entrance to Town	Mowing contracted out - either side of road, cut/trimmed May-Oct (11 x) bi-weekly

Town Recreational Areas

Hill St Park and Gazebo

Gazebo and Hydrant maintenance	Assistant	Contracted out
Lawn Care and Ext Cleanup	Contracted	Mowing contracted out, cut/trim weekly same as Green (one add'l end of Oct to chop leaves)
Trash Removal	None	Not Provided
Flower Plantings/Maintenance	DVIS	Volunteer, DVIS
Hockey rink management	Chelsae	Resident request to Selectboard

Town Green, Bandstand,

Bandstand+Memorial Maintenance	Assistant	Contracted out
Lawn Care	Contracted	Mowing contracted out - 22 cuttings/trimmings May-Oct weekly (one add'l end of Oct to chop leaves)
Fall/Event Cleanup	None	
Trash Removal	None	Not Provided
Flower Plantings/Maintenance	DVIS	volunteer, DVIS plus contracted garden care
Table+Bench Care	Assistant	When reported to Selectboard, broken removed by highway and new purchased by TC

Greenbanks Hollow Park

Park/Trail Maintenance	Volunteer	Volunteer
Lawn Care	Volunteer	Contracted out - bi-weekly mowing & trimming, 1x May, 4x June, 4x July, 3x Aug & 1x Sept (13 times)
Fall/Event Cleanup	Volunteer	Volunteer
Trash Removal	None	Not Provided

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Otis Bricket Park, covered bridge,			
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Town Properties 2025

Bridge/Trail Maintenance	None	WDCC along with Selectboard
Lawn Care	None	Covered Bridge work has been done by snowmobile club after consulting with Selectboard
Fall/Event Cleanup	None	
Trash Removal	None	Not Provided
<u>Otis Bricket Snow Machine Bridge</u>		
Bridge/Trail Maintenance	VAST	
<u>Joe's Pond Beach</u>		
Park/Trail Maintenance	WDCC	Trail (LVRK) is state, parking area is WDCC. WDCC maintains appx 10 concrete/wood tables there. Beach is carry in/carry out. WDCC hires a Litter Picker Upper (\$1,500) for the season. Litter is left by shed and Deb Stressing of WDCC p/u trash on Saturday and brings to trash person behind Cahtolic Church (\$\$ unknown)
Lawn Care	WDCC	WDCC (West Danville Community Club) contracts out lawn care. WDCC has budget line in municipal budget.
Fall/Event Cleanup	WDCC	This would possibly fall under the Seasonal Litter Picker Upper
Trash Removal	WDCC	See above
Table+Bench Care	WDCC	See above Portable toilets ?
<u>Danville School Fields and Shed</u>		
Shed + Structure Maintenance		See new Memorandum of Understanding (Fall 2025) for following School items. Structures are not town property - belong to school, insured by school or no insurance, school built structures, town did not, town owns fields only
Field Maintenance		
Lawn Care		
Cleanup		
Trash Removal		
<u>Town Athletic Fields</u>		
Shed + Structure Maintenance		Structures are not town property - belong to school, insured by school or no insurance, school built structures, town did not, town owns fields only. There is a 'fields committee' not sure of their
Field Maintenance		
Lawn Care		
Cleanup		
Trash Removal		
<u>Rail Trail/Athletic Fields Parking</u>		
Snow Plowing		Danville Highway To Be Determined 2026
Snow Shoveling		
Cleanup		
Trash Removal	None	Not Provided

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Town Owned Lands

Rodgers Town Forest(Stump

Town Properties 2025

Road/Access Maintenance	Danville Highway	As Required
Snow Plowing	Danville Highway	As Required
Roadside Mowing	Danville Highway	As Required
<u>Pumpkin Hill Town Forest (Town)</u>		
Road/Access Maintenance	Danville Highway	On Demand
Snow Plowing	Danville Highway	None
Roadside Mowing	Danville Highway	Pumpkin Hill Open Space - Mowing - contracted out, bi-weekly, May-Sept 8x)
<u>Cemeteries (11)</u>		
Cemetetary/Fence Maintenance	Volunteer	Cemetery Sexton - request to Selectboard when items need repair s/b contract in TC office Mowing - contracted out, May-Oct, Pope, Masey, Drew-Kelsy & Little Drew, weekly (22 cuttings); Ward, Stanton & Danville Center, every 2 weeks (11 cuttings); Bennett, Swett & Pumpkin Hill, montly May, June, July, Aug, Sept, Oct (6 cuttings); Pettengill 3 x, May, July & Sept (3 cuttings) special emphasis Mem Day, 4th of July & Labor Day = all.
Lawn Care	Contracted	Not Provided
Fall Cleanup/Flower Removal	None	

Revision History

Name	Description	Date
Brian Henderso	Initial Schedule	12 Aug 2025
Audrey Despro:	Additional Clarification	18 Aug 2025
Keith Gadapee	Additional Input/Correction	08 Oct 2025
Brian Henderso	Submission	10 Oct 2025
Audrey Despro:	Additional Input	10 Oct 2025