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Town of Danville
Board of Selectmen
July 18, 2016
6:30 pm

Video recorded

Selectmen Present: Chairman Shawn O'Neil, Vice-Chair Chris Giordano, Judi Cogswell, Kimberly Farah, Sheila Johannesen

Others present: Janet Denison-Land Use/Assessing Clerk, Meghan O'Neil-Recorder, Peter Lachapelle- Waste Management, David Allen- Casella, Archie St. Hilaire- Casella, Fred Smith- Town Assessor, Sarah Bernier- Waste Zero, approximately 75 Danville residents

Chairman O'Neil opened the meeting with a moment of silence for the troops who put themselves in harms way. All stood for the Pledge of Allegiance.

I. Trash RFP Bidder Meeting

Meeting began with Peter Lachapelle from Waste Management questioning the current bulk waste pickup collection. Chairman O'Neil informed him that limit on bulk items for each household is a "pickup truck load," twice a year. Mr. Lachapelle suggested the idea of stickers for bulky items to help diminish the amount of leakage from other towns. Only items that had a sticker on it would be picked up from the vendor. Mr. Lachapelle suggested if the town goes to a PAYT program that this "sticker program" for bulky pickup items be considered. Mr. Lachapelle then asked the Board if all town buildings, such as the Community Center, Safety Complex and Town Hall, had totes for the recycling and trash, this was confirmed to be true. Lastly, Mr. Lachapelle questioned what a "Certification Form" was on page 11 (of the RFP – Request for Proposal), under Proposal Requirements. Chairman O'Neil informed Mr. Lachapelle all that is, is a certified letter from the company indicating they are the legal representative for the company.

Archie St. Hilaire from Casella asked if the vendor provides the totes for both trash and recycling, this is correct. His next question was about section "f," roman numeral "vii," page 9. This states that the Town will require a Performance Bond Guarantee posted by Irrevocable Letter of Credit or Cash in an amount equal to one-tenth of the annual contract. Mr. St. Hilaire stated that this number of one-tenth was unusually low and normal amounts are equal to about one times the annual contract. Lastly, Mr. St. Hilaire asked about the Bid Response Form. He questioned why numbers were needed to be given monthly to the Town. Chairman O'Neil explained that it was easier for administrative purposes to compare vendors when all information was given on a monthly basis.

Selectmen Farah asked if sub-contractors would be able to look at the percentage of recyclables, such as paper, aluminum and steel, and would the profit from these markets be given back to the town. David Allen from Casella, stated that a formula was given based on Danville's municipal collection and would not change monthly or yearly. Peter Lachapelle, stated that a "blended value formula" would be given and then a periodic audit of the town's recyclables would be conducted to determine the changing percentage of recyclables.

II. Town Assessing Evaluation

Town assessor, Fred Smith, presented a preliminary report to the Board regarding the town-wide reassessment that was coming up. Mr. Smith presented statistical data about the town and concluded that Danville met all of the New Hampshire state required statistics. The town value has increased 16% and the values are very similar to what they were in 2005.

In Section 10 there is a listing of properties by owner with the old and new values. These are currently preliminary values and hearings will be available.

The State Law has changed and the town can now vote to offer a Veteran's Credit to any veteran that has served a minimum of 90 days and received an honorable discharge.

Back in 2011 when the value dropped, the amount for elderly exemptions was adjusted. As the town value is expected to increase, Mr. Smith suggested that the value for elderly exemptions be adjusted accordingly.

A resident asked if a house to house evaluation of Danville was performed. Mr. Smith informed him that only a portion of the homeowner property is evaluated and hearings will be available for any discrepancies.

Selectman Farah questioned the time period on number seven. Mr. Smith had mentioned it was 6 months but listed it was 8 months. Mr. Smith informed her that the equalization year was indeed 8 months, there may have been a typo and this will be corrected.

An electronic copy of the RFP will be posted on the website.

III. Pay as you Throw (PAYT) Public Hearing

Selectman Farah made the motion, seconded by Selectman Johannesen, to open the public hearing for the PAYT; **motion passed.**

Chairman O'Neil began with some background history of the current trash situation. Out of a \$2.9-million-dollar budget, the municipal trash budget is \$300,000. This is one of the most expensive items of the budget.

Sarah Bernier, from Waste Zero, presented the PAYT program. This program will allow residents to pay for their own trash, out of pocket. Residents will purchase trash bags at local venues (such as grocery stores, Town Hall, Community Center) and will place these trash bags in the trash totes that have been provided and weekly pickup services will continue. The company guarantees a 35% reduction in the amount of trash. The example used was the 30-gallon trash bag and a \$2.00 purchase fee. \$1.68 of the purchase price will go back to the town to offset the municipal trash budget of \$300,000. The other \$0.32 of the purchase price will go back to Waste Zero. The idea for this program is people will pay for what they use, instead of "paying for your neighbor's trash."

Questions were opened up to the public.

The numbers that were presented were based on Danville and were based on tonnage reduction, what if someone were to use a trash compactor while still using the designated trash bags? Ms. Bernier informed him that the numbers would definitely change if this were to happen.

With the emphasis to increase recycling, will extra recycling bins be provided? How will you educate people about recycling? Chairman O'Neil informed her that people will need to make the effort to reach out and ask for extra recycling bins. Ms. Bernier informed her that Waste Zero does provide outreach programs to educate the public about recycling habits.

Currently, Casella will not accept all types of recycling and being forced into throwing away recyclables into the trash. If this program will be taken into effect, the vendor will need to accept all types of recyclables. Chairman O'Neil noted this comment.

What about the people who do not buy bags? Or put bags of trash in the recyclables? What would be the consequences? The trucks are already equipped with cameras and if the trash truck operators notice that a resident is not abiding the rules they will be issued a warning. If the problem becomes persistent they will be fined.

If the trash is being picked up now fully automated, will this continue? Are smaller bags allowed to go into the town trash bags? Chairman O'Neil said that nothing about how the trash is picked up will change. It will continue to be fully automated. Store bought trash bags are allowed to go inside the PAYT trash bags.

A resident was concerned that if the Town adopted the PAYT program that trash would be paid for out of pocket and no tax break would be seen. Chairman O'Neil explained that under the current contract the town does not have any revenue to offset the cost of \$300,000 for municipal trash. If the town were to raise \$150,000 in revenue from

the PAYT program the Town would need to raise \$150,000, and residents would see a tax break at \$0.45/thousand instead of the current \$0.90/thousand.

How will Danville have access to these bags if Danville itself only has one store? Ms. Bernier informed the public that bags will be made available at the grocery stores they already shop at such as Hannaford's, Market Basket-Epping, Market Basket-Plaistow. The grocery stores will not put a distribution charge on these trash bags because they want the foot-traffic. PAYT trash bags can also be made available at the Town Hall, in locations with local management such as Cotton Farms. It is really up to the Town where they would like the bags to be distributed.

Are businesses provided a tote for trash pick-up and will they be a part of the PAYT program? Chairman O'Neil informed the Town that businesses are not provided trash pick-up and therefore, they will not be affected by the PAYT program.

At an average of \$2.40 per week per household spent on the PAYT trash bags and with 1,556 households that's a revenue for the Town of \$194,000. The 2015 estimated disposal cost was about \$115,000 so to spend an extra \$194,000 to have the potential to halve the disposal cost seems like the Town would be spending a large amount of money not to save as much. Selectman Farah informed the public that the budgeted disposal cost was \$135,000. Also the number that was used in the Town was 1700 households, not 1556. This is a possible discrepancy. This program is all about numbers about where the Town will fall with how much revenue is raised, how much the \$0.90/thousand is reduced from the revenue and how much the tonnage is reduced from this program.

Has anyone done a full financial analysis of this program? If you live in a 90,000 estimated value, then you would be paying approximately \$90 a year for trash. This program will increase that from \$90 per year to about \$125 per year. This increase does not pay for all of the trash removal. The only people who seem to benefit from this program is the larger/more expensive homes. Chairman O'Neil suggested that this new program be looked at like a utility now, households will only be paying for what they use just like heat, water and electricity.

How long is the current municipal trash contract? Chairman O'Neil informed the public that the contract is a 3-year contract with a 1-year renewal option to be a 5-year term. Under this new PAYT program Chairman O'Neil is looking for maximum flexibility so that if this program does not work out, it can be undone.

There is a 16% inefficiency in this program from the \$0.32 per bag that will go to Waste Zero. A concern is that people will be burning trash in their backyards and dumping trash on the side of the road. For this program to work more recycling totes will be needed.

A concern of a resident was that with the addition of recycling bins and the increase in recycling there will most likely be a drop-off fee for the additional recycling totes and if recycling increases so much that the Town moves to a weekly recycling pick-up, the pick-up fees for recycling will increase.

The lack of a store mark-up was discussed again.

A resident was concerned about the Town input through a vote. Chairman O'Neil recommends a Town Vote and the Board will most likely go down this road.

What about the elderly who cannot get out to get these trash bags and have someone doing the shopping for them? The bags can be made available at local grocery stores.

What about one large trash bag that fit the tote? It would not be cost effective because you are paying for empty space that is not being used. The bags would be more expensive and overall would defeat the purpose of trying to be cost effective.

Selectman Johannesen made the motion, seconded by Selectman Farah, to close the PAYT Public Hearing; **motion passed.**

IV. Building Permit Fees Public Hearing

Selectman Johannesen made the motion, seconded by Selectman Farah, to open the Building Permit Fees Public Hearing; **motion passed.**

Ed Morrison, the building inspector, presented about the current permit fee structure. The fees for new construction is in line with other towns. The addition and renovation fees are not. For a permit fee of a 1500 sq-ft single story addition would cost \$240 and only \$60 would go to the Town. Different surrounding and local town permit fee examples were given. For example, in Raymond a permit fee of the same type of structure would cost \$575. A base fee of \$200 would go directly to the town and then a charge of \$0.25 per sq-ft.

Selectman Farah suggested that Danville be in the mid-range with a base permit fee of \$100 that would go directly to the town and then a \$0.25 charge per sq-ft.

A resident wanted to make sure that the Town would not be making a profit from the permit fees, but just solely administrative costs and compensation to the building inspector.

Another resident questioned why we should match surrounding towns if we can do the same job for less. Mr. Morrison informed the public that the town of Danville does not require a lot of permits that other towns do such as windows, siding and roofing. The fees that are in place should be enough compensation for the administrative costs and building inspectors.

The same resident question what requires a permit, what about fines for work done that was not permitted, how will the public know about what kind of work will require a permit? Vice-Chair Giordano said that education of the public can be done on the Town website.

Chairman O'Neil suggested that this Public Hearing continue at the next meeting. The Board was in agreement.

Selectman Cogswell made the motion, seconded by Selectman Farah, to close the Public Hearing on Building Permit Fees; **motion passed.**

V. Conditional Use Permit Public Hearing

Selectman Farah made the motion, seconded by Selectman Cogswell, to open the Public Hearing on Conditional Use Permits; **motion passed.**

Janet Denison, Land Use/ Assessing Clerk, informed the Board about the addition of a Conditional Use Permit Fee. There will be a \$50 application fee, \$10 per abutter fee, \$75 newspaper notification fee and a \$1000 peer review escrowed account.

A resident asked what a Conditional Use Permit would be used for. Vice-Chair Giordano stated that it is used to cross wetlands in a predevelopment phase. There is currently no permit fee in place for this.

Vice-Chair Giordano made the motion, seconded by Selectman Cogswell, to close the Public Hearing on Conditional Use Permits; **motion passed.**

Vice-Chair Giordano made the motion, seconded by Selectman Farah, to adopt the Conditional Use Permit; **motion passed.**

VI. Library Solar Panel Discussion

Mike Sullivan reported about the plans for the library to move forward with the installation of solar panels. It would cost the town \$0 for installation, maintenance, and the panels. During the first year, the library would save about \$1500 on the electricity bill.

Vice-Chair Giordano, questioned the rate of charge from Solar City at \$0.1301/ kW hour versus other electrical companies at around \$0.09/ kW hour. Alex from Solar City, said that other electrical companies charge a production and a distribution fee and only one of the fees is shown. The total fee for other electrical companies is about \$0.22/ kW hour. Solar City only has the one fee of \$0.13/ kW hour.

Vice-Chair Giordano asked about an out-clause in the contract. Alex said that the library would be able to buy out the panels from Solar City and that is all that is offered.

Selectman Johannesen asked about fire safety. Would the Fire Department be able to access the roof in the event of an emergency? Fire Chief Steven Woitkin said that the Fire Department would be able to go through training for this scenario.

Vice-Chair Giordano asked about the engineering of these panels and their qualifications? Alex said that the engineering team from Solar City is qualified. Mr. Morrison can vouch for the engineering.

Selectman Farah asked what would happen if the roof on the library needed to be replaced. Alex said that for a one-time fee of \$499 Solar City would remove, and store the panels until the new roof was put on.

Mr. Morrison asked if there was a maintenance schedule for the solar panels. Alex said that there is not, but the panels are checked via the internet every 15 minutes for malfunctions. If there is a problem Solar City will send out people to investigate.

Will the solar panels go to a vote? Chairman O'Neil said that it will not because the library trustees would like to have autonomous decision making.

VII. Meetinghouse Sub-Division and Review Fees

The letter that Janet had brought to the meeting was only an excerpt from the original. Selectman Farah and Selectman Johannesen would like the full letter to make an informed decision. This agenda item will be brought up at the next meeting with the full letter regarding the Review Fees.

VIII. Signature File

Selectmen signed the appointment for Maguerite Guilmette as an alternate on the Heritage Commission, Personnel Manual, three Tax Collector Yield Warrants and Vendor Warrant #2016-14.

Selectmen Farah and Johannesen will defer their signatures of Vendor Warrant #2016-14 until the non-public meeting that will follow due to a disagreement about the additional \$500 in warrants.

Selectman Johannesen made the motion, seconded by Selectman Cogswell, to authorize the Chair to sign Special Event of New England LLC in the amount of \$480; **motion passed.**

At 10:33pm Vice-Chair Giordano made the motion, seconded by Selectman Farah, to go into non-public session under RSA 91-A: 3 II (e). Roll call vote: O'Neil-yes, Johannesen-yes, Farah- yes, Cogswell- yes, Giordano-yes; **motion passed.**

Meeting was adjourned at approximately 11:00pm.

Respectfully submitted,

Meghan O'Neil
Recorder- Board of Selectmen