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Town of Danville  
Board of Selectmen  
November 21, 2016  
7:00pm

**Roll Call vote** to enter nonpublic session:

Shawn O’Neil	<u>  x  </u>
Chris Giordano	<u>  x  </u>
Kimberly Farah	<u>  x  </u>
Sheila Johannesen	<u>  x  </u>
Judi Cogswell	<u>  x  </u>

**Entered nonpublic session** at 6:35 p.m.

**Motion to leave nonpublic session** and return to public session by Chris, seconded by Sheila.

**Roll Call vote** to leave nonpublic session:

Shawn O’Neil	<u>  x  </u>
Chris Giordano	<u>  x  </u>
Kimberly Farah	<u>  x  </u>
Sheila Johannesen	<u>  x  </u>
Judi Cogswell	<u>  x  </u>

**Motion: PASSED**

**Motion made to seal these minutes?** If so, motion made by Chris, seconded by Kim, because it is determined that divulgence of this information likely would...

  x   Render a proposed action ineffective

**Roll Call Vote to seal minutes:**

Shawn O’Neil	<u>  x  </u>
Chris Giordano	<u>  x  </u>
Kimberly Farah	<u>  x  </u>
Sheila Johannesen	<u>  x  </u>
Judi Cogswell	<u>  x  </u>

Video-Recorded

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

Others present: Patricia Shogren, Janet Denison, Police Chief Wade Parsons

**I. Budgets**

**a. Planning Board**

Postage increased from \$250 to \$750. No funds were budgeted for the line item Professional Services. Vice-Chair Giordano made the motion, seconded by Selectman Johannesen, to approve the proposed 2017 budget for 4191.10 Planning Board for \$3,300; **motion passed.**

**b. Police Department**

Chief Wade Parsons presented the proposed budget for the Police Department. There is a 1.1% COLA increase for salaries. Chief Parsons included funds in his budget to hire a full-time lieutenant with experience, one who can alleviate overtime hours, help assist with the opioid crisis and work to help expand educational programs. Chief Parsons explained the roles of the current Corporal and Sergeant to explain the need of a lieutenant. Prior to the 2012 MRI Job descriptions and Wage study that was adopted, the higher positions of the Police Department given to officers was to recognize hard work and did not have a clear, outlined, responsibility and he did not feel either had the experience he needs at this time.

Selectman Farah was concerned that there was not a clear need for a lieutenant and that the tasks could be delegated to current command staff and/or officers. She requested a meeting with MRI and Chief Parsons to discuss the needs of the Police Department before making a decision. Chairman O'Neil made the motion, seconded by Selectman Cogswell, to approve the proposed 2017 budget for 4210.10 Police Department for \$487,340; **Chairman O'Neil and Selectman Cogswell voted yes; Vice-chair Giordano, Selectmen Farah, and Selectman Johannesen voted no. Motion failed.**

The Police Department budget was postponed.

c. Highway

Due to a calculation error, there was a change in the approved Highway Budget. Vice-Chair Giordano made the motion, seconded by Selectman Johannesen, to approve the amended 2017 budget 4312.10 Road Maintenance for **\$447,484.00; motion passed.**

II. Minutes

Selectman Johannesen made the motion, seconded by Selectman Farah, to approve the public November 14, 2016 minutes as amended; **motion passed.** Vice-Chair Giordano abstained.

III. Signature File

Selectman Johannesen made the motion, seconded by Vice-Chair Giordano, to authorize the Chairman to sign the yearly State Permit for mosquito spraying; **motion passed.**

Selectman Farah made the motion, seconded by Selectman Johannesen, to authorize the Chairman to sign for the healthcare billing services; **motion passed.**

Selectman Farah made the motion, seconded by Selectman Johannesen, to authorize the Chairman to sign the revised Comcast extension contract; **motion passed.**

Vice-chair Giordano made the motion, seconded by Selectman Johannesen, to appoint Jim Castine to Heritage Committee; **motion passed;** Selectman Cogswell abstained.

Selectman Johannesen made the motion, seconded by Vice-Chair Giordano, to appoint Brenda Whitehouse as an alternate to Heritage Committee; **motion passed;** Selectman Cogswell abstained.

Selectmen signed an elderly exemption, a solar exemption and a veteran's credit. Selectmen signed Warrant #2016-23.

IV. Old/New Business

Selectman Farah brought up a police report about an incident of someone metal detecting at the Little Red School House. Chairman O'Neil sent the police report to the Chair at VIS. Selectman Farah identified the police report as incomplete as it did not have specific emails that said they would be attached to the police report and the land was identified as Town property when it is actually private property. Chairman O'Neil informed Selectman Farah that she can request the police report can be changed to reflect the revisions discussed.

Selectman Farah clarified with the Board that MRI and Chief Parsons will be brought in for a meeting.

Meeting adjourned at 8:37pm.

Respectfully submitted,

Meghan O'Neil  
Recorder- Board of Selectmen