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Town of Danville
Board of Selectmen
October 30, 2017
7:00pm

Video-Recorded

Selectmen Present: Chairman Shawn O'Neil, Vice-Chair Judi Cogswell, Scott Borucki, Sheila Johannesen, David Knight

Others present: Kimberly Farah – School Board member, Bruce and Beth Caillouette, Janet Denison, Connie Metcalf

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. Delegate Session – Kim Farah addressed the BOS and updated them on the 5-year strategic plan the school is currently working on. She stated a consultant was hired and that the plan is addressing the facilities, climate/culture, and the 21st century learner. Kim noted that the last time the facilities were looked at was 2009.

Borucki stated he had two concerns with strategic planning: 1. The lack of execution and 2. The goals are not measurable. Kim noted the strategic plan should drive the CIP not the other way around as the current situation has done. Kim stated that the consultant and school board would like to meet with residents and get input. Two meetings are being held to meet with residents. One will be on November 1st, 6:30, at the Middle School. The second will be on November 27 at 6:30 at Sandown North school. It was noted that this should be put on the website and a CodeRed notice should go out to the residents to inform those residents that do not have children in the school system so may not hear of the meeting.

II. Budget

Beth Caillouette and Connie Metcalf presented the Cemetery budget. Knight made the motion, seconded by Johannesen, to approve the **4195.1 Cemetery budget for \$23,160**; motion passed.

Cogswell made the motion, seconded by Johannesen, to approve the **4323.2 Household Hazardous Waste budget for \$6,000**; motion passed.

Knight made the motion, seconded by Cogswell, to approve the **4312.3 Storm Water Management budget for \$12,500**; motion passed. Beth noted that any work with the consultant firm, CEI, will be time and materials.

Beth updated the BOS on the current plan for the Clyde Goldthwaite Recreational Facility. She stated a warrant article would request money for playground equipment.

Bruce presented the Road Maintenance and Winter budgets for the Highway Department. Knight made the motion, seconded by Cogswell, to accept the **4312.2 Road Maintenance budget for \$418,049**; motion passed. Knight made the motion, seconded by Cogswell, to accept the **4312.5 Winter budget for \$155,020**; motion passed. Bruce noted the non-lapsing funds received from the state to offset future road work. He lowered the hw-431 Major Road Repair line item from \$215,000 to \$165,000 and moved the \$50,000 to the hw-650 Highway Equipment line for a three-year lease purchase of a backhoe.

Patty noted the \$7000 held for the Long Pond Culvert project to be paid next March would need to be encumbered. O'Neil was not sure that was necessary. Patty stated she would ask Amanda Morse (of MelansonHeath Auditors) if it was necessary to encumber these funds.

Warrant Articles:

Purchase of New Fire Department Rescue/Pumper Vehicle

To see if the town will vote to raise and appropriate Four Hundred Fifty Thousand Dollars (\$450,000) to purchase and equip a Rescue/Pumper vehicle which Two Hundred Ninety Thousand Dollars (\$290,000) will be withdrawn from the Fire Dept. Capital Reserve Fund for Future Fire Dept. Vehicle Purchases Capital Reserve Fund to replace E2 Engine/Pumper and to name the Board of Selectmen to be the agent to expend these funds. The remaining One Hundred Sixty Thousand Dollars (\$160,000) will be raised through taxation

Knight made the motion, seconded by Cogswell, to move the ***Purchase of New Fire Department Rescue/Pumper Vehicle*** warrant article forward; motion passed 5-0.

Cogswell made the motion, seconded by Knight, to recommend the ***Purchase of New Fire Department Rescue/Pumper Vehicle*** warrant article; motion passed 5-0.

Fire Dept. Capital Reserve Fund for Future Fire Dept. Vehicle Purchases

If article 2018-xx fails, To see if the Town will vote to raise and appropriate the sum of One Hundred Thousand Dollars (\$100,000) to be added to the Fire Dept. Capital Reserve Fund for Future Fire Dept. Vehicle Purchases previously established.

Cogswell made the motion, seconded by Knight, to move the ***Fire Dept. Capital Reserve Fund for Future Fire Dept. Vehicle Purchases*** warrant article forward; motion passed 5-0.

Cogswell made the motion, seconded by Knight, to recommend the ***Fire Dept. Capital Reserve Fund for Future Fire Dept. Vehicle Purchases*** warrant article; motion passed 5-0.

Purchase of Playground Equipment

To see if the Town will vote to raise and appropriate the sum of Twenty-Five Thousand Dollars (\$25,000.00) to purchase playground equipment for Clyde Goldthwaite Recreational Facility.

Knight made the motion, seconded by Cogswell, to move the ***Purchase of Playground Equipment*** warrant article forward; motion passed 5-0.

Cogswell made the motion, seconded by Knight, to recommend the ***Purchase of Playground Equipment*** warrant article; motion passed 5-0.

Purchase of Playground Equipment Capital Reserve Fund

If Warrant Article 2018-xx does not pass, to see if the Town will vote to create a Capital Reserve Fund to purchase playground equipment and appropriate the sum of Ten Thousand Dollars (\$10,000.00) to be added to the Capital Reserve Fund established for the future purchase of playground equipment for Clyde Goldthwaite Recreational Facility and for the Board of Selectmen to be the Agents of this fund.

Knight made the motion, seconded by Cogswell, to move the ***Purchase of Playground Equipment Capital Reserve Fund*** warrant article forward; motion passed 5-0.

Cogswell made the motion, seconded by Knight, to recommend the ***Purchase of Playground Equipment Capital Reserve Fund*** warrant article; motion passed 5-0.

New Police Station Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of Twenty Thousand Dollars (\$20,000) to be added to the New Police Station Capital Reserve Fund previously established.

Cogswell made the motion, seconded by Knight, to move the ***New Police Station Capital Reserve Fund*** warrant article forward; motion passed 5-0.

Cogswell made the motion, seconded by Knight, to recommend the *New Police Station Capital Reserve Fund* warrant article; motion passed 5-0.

Highway Sand/Salt Storage Building Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of Twenty Thousand Dollars (\$20,000.00) to be added to the Highway Sand/Salt Storage Building Capital Reserve Fund to fulfill a future EPA requirement for storm water management.

Cogswell made the motion, seconded by Knight, to move the *Highway Sand/Salt Storage Building Capital Reserve Fund* warrant article forward; motion passed 5-0.

Cogswell made the motion, seconded by Knight, to recommend the *Highway Sand/Salt Storage Building Capital Reserve Fund* warrant article; motion passed 5-0.

Knight made the motion, seconded by Cogswell, to **move forward and recommend the following warrant articles**; motions passed 5-0.

Danville Infrastructure and Facility Non-Capital Reserve Fund

To see if the Town will vote to raise and establish the sum of Ten Thousand Dollars (\$10,000.00) to be added to the Danville Infrastructure and Facility Non-Capital Reserve Fund previously established.

Protection of Personnel Equipment Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of Eight Thousand Dollars (\$8,000.00) to be added to the Protection of Personnel Equipment Capital Reserve Fund previously established for the future replacement of Self-Contained Breathing Apparatus (SCBA) to protect firefighters.

Municipal Mosquito Control Expendable Trust Fund

To see if the Town will vote to raise and appropriate the sum of Two Thousand Five hundred and Ninety-nine dollars (\$2,599.00) to be added to the Municipal Mosquito Control Expendable Trust Fund established for the purpose of management and spraying for mosquito control.

Cemetery Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of One Thousand Dollars (\$1,000.00) to be placed in the Cemetery Capital Reserve Fund for future cemetery expansion.

Colby Memorial Library Expend Interest

To see if the Town will vote to raise and appropriate the sum of XX Dollars (\$XX.00) to purchase books and authorize the use of that amount from the interest income earned from the library's TDBank checking account and to authorize the expenditure of those funds by the Library Trustees.

Discontinue Long Pond Culvert Capital Reserve Fund

To see if the Town will vote to discontinue the Long Pond Culvert Capital Reserve Fund created in 2001. Said funds, with accumulated interest to date of withdrawal, are to be transferred to the municipality's general fund. (Majority vote required).

The Board discussed putting one bulk pick up in the operating budget and a second bulk pick up in a warrant article as was done last year. Patty asked to put this article off until she could get the cost of the first bulk pick up and receive the cost of the second bulk pickup.

III. Signature File / Minutes

Selectmen signed a veteran credit, an administrative abatement, cemetery deeds, and the 2017 second half tax warrant.

Cogswell made the motion, seconded by Borucki, to approve the October 23, 2017 minutes as written; motion passed. Knight abstained.

IV. Old / New Business

Knight asked the Board about having a conversation with Conservation and Forestry to discuss the combining of the two committees. Each committee had the same members, save one. Patty noted the two separate accounts maintained by each committee and stated she would ask Amanda Morse (of MelansonHeath Auditors) if this were possible.

Johannesen again brought up the acceptance of the Lane Roofing pricing to replace the Safety Complex roof and read an email she had wanted distributed to the Board. She stated she had contacted NHMA regarding the BOS not following their bid policy. Patty asked if she noted the exceptions to the bid policy that were used by the Selectmen to address the roof prices received. Knight asked Johannesen what her expectations of rehashing this again were, what did she expect to accomplish. Knight stated he had read the minutes and the board did nothing wrong. He noted exceptions A and C of the bid policy were met by the board.

At 9:00pm O'Neil made the motion, seconded by Borucki to adjourn; motion passed. Johannesen abstained.

Respectfully submitted,

Patricia Shogren, Town Administrator