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Town of Danville  
Board of Selectmen  
October 15, 2018  
7:00 PM

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Meeting is Video-Recorded

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

Others Present: Patricia Shogren, Town Administrator; Members of the public: Jim Castine and Carol Baird, Heritage Commission; Stacy Lang and Donna Borucki, Recreation Committee; Sandy and Michelle Cooper,

Scott opened the meeting with a moment of silence for the troops who put themselves in harm's way. All stood for the Pledge of Allegiance

**I. Delegates**

Mr. Cooper introduced himself and stated that he resided on Walker Rd. However, he also owns land on Pine St. that houses his livestock. He stated the barn is referred to as a "dwelling" on his tax bill and questions why he is not allowed to participate in the bulk pick-up at the Pine St. address. Dave explains changes in the bulk pick-up policy did not allow pick-up unless the address is a residence, and this was to control costs. That change was to prevent businesses from putting out business trash. Patty explains the policy changed to pick-up from residences only. Mr. Cooper's property on Pine St. is a barn. Dave adds he is aware that Mr. Cooper is one of 3-4 properties that are not necessarily residences but are not businesses and under the current policy still do not qualify for bulk pick-up. Scott notes trash pick-up is on tonight's agenda, and part of that discussion should include a clear definition of "residence". Mr. Cooper further explains his intention is to build there and they are preparing the property for that build. He also notes there is an "apartment" at the back of the barn that should qualify as a residence. Dave questions Michelle regarding an occupancy permit. Michelle is not sure but believes there are power and plumbing permits. Dave continues to explain the intent of the policy was to provide an opportunity for households to dispose of items that cannot go into the totes. The general rule is no totes= no bulk pick-up. Mr. Cooper responds there are totes at the Pine St. address. Under the Selectman's current policy, Mr. Cooper's application for bulk pick-up is still rejected. However, the topic is on tonight's agenda and if any changes are made, Dave will be sure to contact Mr. Cooper as well as the other properties in question. Michelle ended the discussion remarking that other taxpayers are paying for this same service and not being allowed to use it.

**II. Budget:**

Jim Castine presented the Heritage Commission's FY2019 budget at **\$2477**. He explained that increase included a step increase and the COLA increase for the secretary/clerk position and a \$350 cabinet for storage. Dave pointed out the FY2018 budget was under budget due to meeting cancellations and absences, leaving enough money in this year's budget to purchase the cabinet. After some discussion, Jim agreed to purchase the cabinet from the FY2018 budget and reduce the FY2019 budget accordingly. Jim also questioned the BOS regarding the process of ensuring a pre-approved payment for a painting project would be honored despite the fact that the project may go into next year due to weather. Patty explains the BOS need an invoice for the project before the end of this year to encumber the funds from the FY2018 budget. Dave motioned to accept #4619.90 Heritage Commission budget as revised to \$2127. Seconded by Judi. Vote was unanimous.

 **#4619.90 Heritage Commission- \$2127**

Stacy Lang and Donna Borucki present the Recreation Committee FY2019 budget at **\$16,400**. Judi informs the BOS that although she is no longer a member of the Recreation Committee, she has worked with the Recreation Committee on this budget and intends to participate in this discussion on behalf of the Recreation Committee. Dave explains that as a member of the BOS, she is allowed to participate in any of the town budgets, and it is not

necessary for her to abstain from the vote. The BOS goes through the budget with discussions regarding fundraising for the Fireworks, the need for certified timekeepers for Old Home Day. Sheila asks for clarification of who pays for the movie nights. Ms. Lang clarifies that the Recreation Committee pays for the movies, snacks, etc. The Police Association provides and maintains the screen. BOS discusses the current expenditures of the Recreation Committee. There is currently a surplus because the Saturday events scheduled for Old Home Day were cancelled. Judi explains that most expenditures will come at the end of the year with the holiday activities planned. There are further questions regarding fundraising for FY2018, however the Treasurer is on vacation. Patty will follow-up with Kathy upon her return. Dave motions to accept #4589.10 for \$16,400. Seconded by Sheila. Vote: 3-yes. Scott abstains. Budget is approved.

🚩 **#4589.10 Recreation Committee- \$16,400**

Stacy asks the BOS about the possibility of having a path to the Day Field Sign shoveled during the winter, so the Recreation Committee can keep it updated. Patty will include that request as part of the shoveling duties. The town is still looking for someone to shovel. The BOS will also ask Bruce not to plow towards the sign area to make access easier.

Patty presents the Town Forest FY2019 budget that is level funded at **\$1110**. The only note is regarding the \$750 allocated each year to keep Tucker Town Road cleared for Terra Realty. That is a mandated expense. Sheila motioned to accept #4619.90 Town Forest Maintenance for \$1110. Seconded by Dave. Vote is unanimous.

🚩 **#4619.90 Town Forest Maintenance- \$1110.**

Patty presents the Community Center FY2019 budget for \$27,170. Discussion among the BOS regarding increases in electrical costs, propane and maintenance. Patty notes they have been under budget on propane for the past three years. A new complete heating and air system was installed a two years ago and the committee is determining the cost of the propane system. Maintenance costs include a concrete pad for the dumpster and additional lights in the upper parking lot and exterior of the building. The BOS discuss the fees for use of the Community Center; the consensus is to keep them the same. There is some discussion of building a full kitchen, so they could charge more. Patty points out most of the time events are catered. The kitchenette has been successfully used for spaghetti dinners and pancake breakfasts. The income generated from renting the Community Center as of 10/8/18 is \$6283. Dave noted the income generated from renting the Community Center covers the costs of Professional Services. Sheila motioned to accept #4194.20 Community Center for \$27,170. Seconded by Judi. Vote was unanimous.

🚩 **#4194.20 Community Center- \$27,170**

### III. Old/New Business

#### Trash Pick-up

Scott asks Janet to join the BOS for this discussion. He identifies several issues regarding trash pick-up and toters: 1) determining a clearer definition of dwelling/residence, 2) use of toters by commercial/businesses, 3) toters used by residents of apartments, 4) non-residents who access their property via Danville using Danville waste services. Patty also added the issue of Danville property owners (without residences and live elsewhere) who bring their bulk trash to Danville for pick-up.

1) People whose property is in two towns: the residence is in a surrounding town, however, access to the residence and their mailing address is in Danville, while the physical address is in another town. Patty asks Janet how the Planning Board has defined the term “dwelling”. ***The Planning Board has defined the term “dwelling” to mean a structure in which someone lives.*** Scott suggests sending letters to these residences explaining that because their actual residence is in another town, they must pay for trash pick-up in Danville.

Dave motioned that all Danville residences whose dwellings are in surrounding towns will no longer have free waste service provided to them. For their convenience, they may pay the extra fee that residents pay for an extra toter and arrange a separate contract to work with Danville waste services. Sheila expresses concern that these people are also taxpayers in Danville and should have access to Danville services. Janet explains that the contract with Casella is based on the number of residences, not the number of parcels. The assessing software that she uses can separate out which parcels have residences, and which do not. Approximately 22 homes have residences in a surrounding town, but access through Danville. Casella may be able to provide the information of how many of them are using toters. Scott feels the fees should be determined by Casella as the cost of trash pick-up per residence rather than the cost of an extra toter. Several friendly amendments were discussed. The final motion from Dave as amended: ***All***

***Danville addresses with homes in other towns we will not provide trash pick-up without separate arrangements with the town of Danville at a cost to be determined at a later date .*** Dave asks that Casella be notified they will need to have that cost information ready when they meet with the BOS in November. Seconded by Judi. Vote 3-yes, Sheila- no. Jim asked if any of the “fringe” addresses consisted of large amounts of property. Janet reported that the largest parcel was less than .5 acre.

Scott moves on to businesses and apartments. He does not believe that businesses should have waste pick-up, due to the differences in commercial waste vs. residential waste. The businesses with toters are a carry-over from Waste Management. Janet stated those businesses are not included on the list for Casella. Discussion moved to toters for apartment buildings. Issues of them being residences, public vs. private roads and access with Casella trucks were discussed. No consensus was reached. Dave motioned that ***the town of Danville will no longer provide toters for commercial businesses.*** Second by Judi. Vote was unanimous.

Discussion returned to the issue brought forth by the Coopers. Dave also mentioned a second property that was being used similarly. After discussion regarding other properties that were not owned by residents, Dave motioned that ***a resident that has two properties they are utilizing for daily life be allowed to have toters at both properties and they should have bulk pick-up if they have toters.***

Seconded by Judi. Vote was unanimous. Janet asked the BOS to ensure this issue is revisited during the meeting with Casella in November. Janet will contact those property owners in question with the change in policy.

**Minutes:** Dave asked for one correction on line 222. The organization is the ZBA, not the Planning Board. Dave motioned to accept the minutes as amended. Seconded by Judi. Vote was unanimous.

Patty requests the BOS reverse their decision on the use of the word “ordinance” in the proposed noise ordinance warrant back to the word “regulation” to maintain consistency with the other rules. Dave motioned to change the warrant wording back to “regulation”. Seconded by Judi. Vote was unanimous.

**Office Pet Policy (for the Employee Manual):** Patty reviews the proposed policy with the BOS. Sheila feels the phrase “particularly dogs” is unnecessary. Consensus of the BOS is to strike that phrase. There is further discussion regarding the second to last sentence in the policy with no consensus reached. Dave motioned to accept the policy with the sentence “In...property.” deleted unless counsel states there is a necessary purpose for that sentence, at which time it will be included. Seconded by Sheila. Vote is unanimous. Patty will check with counsel on the sentence in question and will rewrite and resubmit the policy, as well as the previously approved Employee Evaluations policy for signature.

**Town of Danville Animal Policy:** the BOS expresses several concerns with the language of the policy regarding the presence of animals on outdoor town property. There is concern the language conflicts with the intent of the policy. Sheila reminds the BOS there is a specific RSA regarding the removal of animal waste that is separate from the policy. After several attempts to align the language with the intent of the policy, Patty will seek clarification of the language and provide a clearer policy for the BOS to review.

#### **IV. Signature File**

**Billing Services:** SPC Compliance for payment and administration of Town health insurance, long and short-term disability policies. Scott noted the substantial increase in the cost of these policies. Judi motioned the Chair be authorized to sign the contract. Seconded by Dave. Vote was unanimous.

BOS sign the Election form for the posted hours for voting to be filed with the state.

Dave followed-up on his discussion last week regarding recycling glass. Casella does have a buyer for recycled glass and it is being used for road substrate. Casella will be meeting with the BOS prior to their budget hearing to clarify their costs and provide information requested by the BOS at a previous meeting.

Sheila asks Judi for an update on the Police Dept. Building Committee. No meeting date has been set yet. Dave inquires if Judi feels there will be a decision made. Judi is optimistic that once the committee members can get together a decision will be made.

Scott reads an invitation from Boy Scout Troop 13 inviting the BOS to an Eagle Scout Court of Honor for Alexander Skinner on Jan. 5 at the Danville Baptist Church. The traditional practice has been a certificate presentation from the BOS. There will be a representative there.

## V. Town Announcements

Open Committee seats:

Forestry- 1 open position and 1 alternate

Heritage- 1 alternate

Trick or Treat will be celebrated on October 31, 2018 from 6:00-8:00 PM

Recreation Happenings:

- ✚ Trunk or Treat! Saturday, October 27 from 1:00PM-4:00PM. All ages are welcome. Contact the Town Hall or print a sign-up sheet from the Recreation Face Book page or from the Town website under "Recreation." There is still room for sign-ups.
- ✚ Craft and Vendor Fair- Saturday, November 10. The sign-up form is now available on the Town website and on the Recreation Face Book page. Spots are limited.
- ✚ Annual Senior Luncheon- Saturday, November 17 from 12:00PM-2:00PM. Contact Chris or Sue in the Town Clerk's Office to reserve your lunch.
- ✚ Annual Tree Lighting Party- Saturday, November 17 at 4:30PM. – PLEASE NOTE: this is one week earlier than it is usually held!

The Recreation Committee is looking for volunteers. There is no long-term commitment necessary. Even if you can only help for a single event, your assistance is greatly appreciated. Please contact [recreation@townofdanville.org](mailto:recreation@townofdanville.org) for more information, or feel free to attend their next Recreation meeting on **Wednesday, November 7 at 6:30PM at the Town Hall.**

There is no Board of Selectman's meeting on Monday, November 12, 2018 in observance of Veteran's Day.

Scott requests a non-public meeting under RSA 91-A: 3(2a) and RSA 91-A: 3(2e). Judi motions to go into non-public. Seconded by Sheila. Roll call vote: Scott- yes, Shawn –excused absence, Sheila- yes, Dave-yes, Judi-yes. Non-Public Meeting begins at 9:10PM.

Minutes derived by video provided on the Town of Danville website.

Respectfully Submitted  
Deborah A. Christie

**Motion to return to Public Session** made by Dave seconded by Judi

<b>Roll Call Vote</b> to return to public session:	Scott Borucki	yes
	Sheila Johannesen	yes
	Judi Cogswell	yes
	David Knight	yes

**Motion: PASSED**

**Motion made to seal these minutes?** If so, motion made by Dave, seconded by Judi

<b>Roll Call Vote to seal minutes:</b>	Scott Borucki	yes
	Sheila Johannesen	yes
	Judi Cogswell	yes
	David Knight	yes

**Motion: PASSED**

**The non-public minutes recorded by** Patricia Shogren