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Town of Danville
Board of Selectmen
March 11, 2019
7:00 PM

7:00 PM, Meeting is Video-Recorded, Katelyn camera

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

Others Present: Patricia Shogren, Town Administrator

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

Scott opened the floor to any members of the public who wanted to address the BOS. There were no requests and he closed the session.

II. Old/New Business

Postage Costs for School District Absentee Ballots: Scott asked if Chris Tracy was present to discuss the overnight postage for the School District Absentee Ballots. Patty responded that Ms. Tracy would be taking the postage from the election postage budget. Patty also noted that because this is the second year the School District ballots were late, Ms. Tracy would be requesting an increase in the election postage line in the next budget cycle.

Posting for sale of Town Property: Patty e-mailed the BOS a copy of the posting for a sealed bid sale of a Suzuki motorcycle. Dave asked if the BOS has to approve all sales of town owned property regardless of the amount of money involved. Shawn confirms this is the law. Judi motioned to accept the posting as presented. Seconded by Sheila. Vote is unanimous.

Review of letter from Library Board of Trustees: The BOS reviewed a letter received from the Library Board of Trustees. Scott reiterates his opinion this is a non-issue. The BOS has voted on the matter and has extensively discussed the issue before the vote, after the vote and at each subsequent BOS meeting since the vote. He offered an invitation to the Trustees to attend a BOS meeting for further discussion if they wish. He also politely declined their invitation to attend a Library Trustee meeting. Patty asked if she should continue to send the Library monthly invoices for the attorney fees. Dave reiterated his belief that as a separate legal entity, with a budget the BOS cannot adjust and not having to return funds to the Town's general fund; the Library needs to budget for their own legal expenses. The BOS has no oversight of the Library. After further discussion, the BOS consensus was to complete and approve the policy for contacting the Town's legal counsel. Patty assures the BOS the policy will be completed.

Minutes: Dave requested that line #80 be clarified to read "...the resident was told by another resident as an explanation for her higher taxes." He wanted to be clear that information did not come from any town official. Sheila motioned to accept the minutes as amended. Seconded by Judi. Vote is 4 yes. Scott abstained due to his absences from that meeting.

CEI Contract: Scott reviewed the CEI contract for storm water management. Patty clarified that 3-4 years ago, the Town changed the contract so they are billed only as services are provided. The proposed contract outlined that work would be billed on a time/materials basis as requested by the Town for a sum not to exceed \$10,000 in accordance with the attached standard contract form. Dave noted the contract looked the same as in previous years, but he had not had time to check the amount of the previous contract. Patty stated that she believed that if the amount were out of line, Ms. Caillouette would have noted it. Scott noted the schedule of rates was dated from July 1, 2018 to June 30, 2019. Dave motioned to accept the contract. Seconded by Judi. Vote is unanimous.

Contract for Town Map Maintenance: Shawn noted there were previous questions regarding the rate quoted in the contract. Dave stated he had clarified this issue with Janet, and the charges in question were a different item. That item had already been billed and paid. Dave explained this item was a charge should the BOS decide to follow other towns and have any existing tax maps updated digitally with buildings. Currently the tax maps are hand-drawn. The \$15.00 charge would be to digitally add any buildings to an existing tax entity. (E: g: new buildings on a newer lot).

Dave commented on the ongoing increases in the costs of support services for town operations, noting that once a vendor was established, the increases seemed to be larger, knowing that clients would be reluctant to change and risk a situation in which another software was not compatible. Patty expressed her concerns that the Town needs to move to Government Financial Software, but noted the exorbitant price for that service. She noted that web-based software would work very well.

Dave asked the BOS to schedule an organizational meeting for Monday, March 18, 2019 after the elections. Scott agreed to do so.

Judi read the town announcements listed below.

Judi informed the BOS the Recreation's Paint Night was very successful and a lot of fun for all who attended. Dave noted they had 17-18 people attend!

Scott requested that campaign signs be removed ASAP after the elections.

III. Town Announcements

Recreation Committee

- ✚ Spring Craft and Vendor Fair: Saturday, April 13 at the Community Center from 9:00AM- 3:00PM
If you are interested in reserving a space, contact recreation@townofdanville.org
- ✚ Mother's Day Pancake Breakfast: Saturday, May 4, at the Community Center from 8:00AM- 11:00AM.
- ✚ **Save the Date!** Senior Trip has been scheduled for Saturday, June 22 for Squam Lake. Cruise and Lunch included. Watch for further details in the near future!
- ✚ Recreation Committee will be forming a sub-committee for Old Home Day.
If interested please contact them at recreation@townofdanville.org

Scott requested a Non-Public session under 91A:3 II E. Judi motioned to enter into non-public. Seconded by Dave. Roll call vote: Shawn- yes, Scott- yes, Sheila- yes, Dave- yes, Judi- yes.

Non-Public Session began at 7:25PM

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

Respectfully Submitted
Deborah A. Christie