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Town of Danville
Board of Selectmen
Monday, September 26, 2022
6:30 PM

Annual Meeting at the Olde Meeting House

6:30 PM

Meeting is Video-Recorded and Audio Recorded

Selectmen Present: Shawn O'Neil, Chair; Dottie Billbrough, Vice-Chair; Steve Woitkun, Sheila Johannesen, and Dennis Griffiths

Others Present: Kimberly Burnham, Selectmen Administrator; Residents: Dave Drislane, Josh Manning

Shawn called the meeting to order at 6:30 PM and 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. Shawn explains this is the Annual BOS meeting at the Olde Meeting House. He notes that because this is a special meeting the agenda is usually kept very light because the materials need to be "mobile" so they can bring them to the Olde Meeting House.

I. Delegate Session

Shawn opens the Delegate Session and asks if there are any members of the public not on the agenda who wish to address the BOS. As there were no members of the public present, Shawn closes the Delegate session.

II. Old/New Business

Signature File: The BOS review and discuss several documents in the Signature File.

Suburban Propane Contract: After reviewing the final contract, Dottie motions to authorize the Chair to sign the contract with Suburban Propane effective October 1, 2022 through September 30, 2023. Second by Sheila. Vote is unanimous (5-0).

Police Dept. Recommendations for Hire: The BOS has received two applications/recommendations to hire for the Police Dept. from Chief Wade Parsons. One application is for a Part-Time Police Officer, and the second application/recommendation and contract is for a Full-Time Police Officer. Kim explains that she just received this paperwork this afternoon. Shawn asks that the BOS review these applications, noting that he would like to move this process forward due to the staffing issues that Chief Parsons has been dealing with. Shawn confirms with Kim that the three (3) year contract for the Full-Time Police Officer is the normal standard.

Tax Abatement Request: Shawn reviews this request and explains that the BOS has received a tax abatement request for a house that suffered fire damage this past year. He explains that under NH RSA¹ the owners are entitled to have their taxes prorated so some of the taxes they paid will be paid back to them because the property no longer can be used as previously intended.

KRT Appraisal Services Contract: Shawn had previously asked the BOS to review the revised contract that they had received from KRT that addressed several of the Town's concerns with the billing and assessing process. The BOS agree that they are fine with the revised contract. Shawn requests a motion to authorize the Chair to sign the contract, then realizes all five (5) BOS members need to sign the contract.

Approval of Police Dept. Applications/Recommendations: Shawn asks the BOS if they were willing to move forward on the applications/recommendations for the new Police Officers put forward by Chief Parsons. The consensus of

the BOS is that they have no objections moving forward on this issue and there is no discussion. Sheila motions to accept Chief Wade Parsons' recommendation for hire for the Full-Time Police Officer as stated in his memo dated September 26, 2022. Second by Dottie. Vote is unanimous (5-0).

Sheila motions to accept Chief Wade Parsons recommendation for hire for the Part-Time Police Officer as stated in his memo dated September 26, 2022. Second by Dottie. Vote is unanimous (5-0).

Minutes: The BOS review the minutes for the September 19, 2022 public BOS Meeting. There are several corrected made:

- ✚ Line # 18 and Line #273 Correction of the candidate's name for NH House is **Diana West**.
- ✚ Line #150- Dennis reviews the section and cannot recall his comment. Shawn recommends eliminating the line "Dennis states..." as no one can remember what it refers to and it provides no additional information in the minutes.
- ✚ Line #99- Dottie states that the "he" that is referred to should be (Shawn), not (Dennis).
- ✚ Line #106- Line stating that "Dennis notes that Shawn asked him" should read "Shawn asked Carol Baird...."
- ✚ Line #330- Dennis explains that he did not separate the Library Cameras from the Town Cameras, It was a decision of the BOS.
- ✚ Line # 592- Town Announcements: The Annual Meeting at the Olde Meeting House begins at 6:30 PM (not at 7:00 PM) Sheila and Dottie note that the Town Announcements were not read aloud at the September 19, 2022 BOS public meeting.

Sheila motions to approve the September 19, 2022 public BOS minutes as amended. Second by Dottie. Vote is unanimous (5-0).

Shawn reads the Town Announcements listed below. Please note there is a correction on the date for the Hazardous Waste Collection. The correct day is Saturday, October 29 from 9:00 AM-12-Noon in Kingston.

Non-Public Minutes: The BOS review the minutes for the September 19, 2022 Non-Public session under NH RSA 91-A 3:II (D) at 8:37 PM. Sheila motions to approve the minutes as written. Second by Dottie. Vote is unanimous (5-0).

The BOS review the minutes for the September 19, 2022 Non-Public session under NH RSA 91-A 3:II (C)) at 9:29 PM. Sheila motions to approve the minutes as written. Second by Dottie. Vote is 4-yes, 0-no, 1- abstention. (4-0-1). Steve was absent from the vote.

The BOS review the minutes for the September 19, 2022 Non-Public session under NH RSA 91-A 3:II (C)) at 9:46 PM. Sheila motions to approve the minutes as written. Second by Dottie. Vote is unanimous.

Staff Resignation: Shawn states that today he received a letter of resignation from Patty Sarcione, the Town's Finance Director. The letter states her resignation is effective two weeks from today (9/26/22) Her last day will be October 3, 2022. Shawn explains that the BOS will need to advertise this opening for a Finance Director. He states that he feels that the BOS should reach out to MRI (the Town's auditor) as a contingency plan due to the very short time frame of this turnover. He notes it will be an additional cost to the Town, but is a very necessary step.

Follow-up ATV discussion re: NH RSAs: Dennis states that as promised at the September 19, 2022 meetingⁱⁱ, he did bring the RSA information that he discussed with Dottie. Dottie will review the materials provided by Dennis for further discussion at the October 3, 2022 BOS meeting. Shawn reminds the BOS that at the October 3, 2022 BOS meeting they will begin to review the FY2023 budgets.

ATV Rider Report: Dave Drislane and Josh Manning arrive at the meeting. Dave Drislane asks to speak to the BOS. He explains that he believed the meeting began at 7:00 PM (due to an error in the September 19, 2022 draft minutes). Shawn explains that it is a special meeting that begins early. Sheila confirms the correct time was on tonight's Agenda. Mr. Drislane states that he just wants to update the BOS on the activities of the ATV rider's group.

Mr. Drislane states that he and Jeff Stone were out under the power lines this past Saturday and saw an elderly gentleman trying to drag a barrel. They took the barrel back to the gentleman's apartment where they were met by the gentlemen's son who had a truck. Mr. Drislane notes his concern that the elderly gentleman would not have been able to continue dragging that barrel.

Mr. Drislane notes a second incident where he and Mr. Stone were doing trash cleanup on a side trail. They were walking down this trail to look at it, noting that it is part of the Town's property and that Shawn is aware of this. Shawn agrees. Mr. Drislane explains that he took pictures of the issue, but people have been spray-painting trees, and putting up Private Property signs (it is Town property), and there were significant amounts of cans and bottles everywhere as well as a tarp and an old cot. He and Mr. Stone picked up the cans and bottles which amounted to approximately two full bags and hauled them away. Mr. Drislane notes that the ATV rider group will continue to keep cleaning up the trails. Dennis thanks them and notes this is what the ATV riders have committed to doing and are following through.

Dennis states that would also like to add an incident from approximately two (2) weeks ago. Several ATV riders were working with members of the Conservation Commission and the Forestry Committee setting out erosion control materials under the power lines so that Mr. Seaver could come in with heavier materials. Dennis notes that three (3) out of the four (4) working there were ATV riders. He states that he wants to demonstrate that the ATV riders "are living up to what we said we would do."

Shawn notes that Mr. Drislane did follow up with the pictures of the issues on the trail and wants to publicly thank him. He asks that Mr. Drislane also let Chief Parsons and Carsten Springer know about this issue. He explains that they may need to do more walk-throughs and assessments and make sure to document if anything..." Mr. Drislane comments... Justine (LT Merced) wants to get out there on a side by side and he'll follow up with her." Shawn notes "it's that visibility, meaning 'eyes on the ground'." Shawn states that "the Town can have all these great trails, but if they are not being used, there will be people who will find the means to use them for different purposes." Mr. Drislane states that Josh Manning also took additional pictures and would be sharing them with Carsten Springer. Dennis states that he feels it would be fair to share the pictures with the Heritage Commission. Shawn explains that once the pictures come to the BOS, they are public and he has no problem (sharing). Dennis states that the "more we keep everybody engaged and involved...."




Mr. Drislane asks if they should post the pictures on one of the public pages. Dennis states that he's comfortable forwarding them to the Heritage Commission by e-mail. Shawn asks Mr. Drislane and Mr. Manning to send their photos to Kim and the BOS will distribute them as appropriate. Mr. Manning explains "...in the area where they want to keep the process going Forestry has been out there making a survey and marking out the clearing where the road will be going and they are pulling the stakes out of the ground." He states that those same stakes are visible in the pictures and as well as in the pictures of the campsite and firepit they found this past weekend. Mr. Manning expresses his concern that "having a campfire in the Town Forest this summer was not the best idea."

Dennis notes another interaction with a non-licensed, non-Danville resident riding a dirt bike. The ATV riders' group was doing some work and he was wearing his "purchased tee-shirt from the Police Dept," noting that it kind of has what looks like a badge on it. As the rider was pulling up, he caught a glimpse of Dennis' tee-shirt and took off. The rider returned about fifteen (15) minutes later as he came around from the other side and stayed 50-60 yards away from the ATV group. The bike rider finally stopped and spoke with them. Dennis notes the bike rider was very nice and explains that he didn't know "if he was supposed to be here." The group explains to him that while in the past, it was unregulated, it is now regulated with permission slips for Danville residents only. The bike rider explains that he was up visiting friends who live in Danville. Dennis states that the bike rider thought it was a great idea and was going to pass the information on to his Danville friend. Dennis notes that he's not sure if that will prevent the bike rider from coming back, but states that he "felt good that the bike rider had stopped and they had that conversation." Dennis states he believes it was productive.

Shawn confirms that Mr. Drislane and Mr. Manning will send their pictures to Kim and once she receives them, she will forward them internally to the Heritage Commission.

III. Town Announcements

Calendar

-  October 3- Monday: Board of Selectmen's Meeting – Town Hall at 7:00 PM
-  October 15- Saturday: Fall Bulk Pick-Up. The trucks start at 7:00 AM
-  October 29- Saturday: Household Hazardous Waste Collection: Hosted by Kingston: 12 Main St. Kingston, NH- 9:00 AM- 12 Noon. See the Town's website for more information.

As there are no further items to discuss, Shawn thanks Steve for providing the lights for the meeting and adjourns the meeting at 7:06 PM

Minutes derived by audio provided by Kim Burnham, BOS Administrative Assistant.

Respectfully Submitted
Deborah A. Christie

ⁱ State of New Hampshire, **TITLE V-TAXATION, CHAPTER 76: APPORTIONMENT, ASSESSMENT AND ABATEMENT OF TAXES. Prorated Assessments for Damaged Buildings. Section 76:21- Prorated Assessments for Damaged Buildings. –**

I. Whenever a taxable building is damaged due to unintended fire or natural disaster to the extent that it renders the building not able to be used for its intended use, the assessing officials shall prorate the assessment for the building for the current tax year. For purposes of this paragraph, an unintended fire means a fire which does not arise out of any act committed by or at the direction of the property owner with the intent to cause a loss.

II. The proration of the building assessment shall be based on the number of days that the building was available for its intended use divided by the number of days in the tax year, multiplied by the building assessment.

III. A person aggrieved of a property tax for a building damaged as provided in paragraph I shall file an application with the assessing officials in writing within 60 days of the event described in paragraph I or by March 1, whichever is later.

IV. Proration of the assessment shall be denied if the assessing officials determine that the applicant did not meet the requirements of this section or acted in bad faith.

V. The total tax reduction from proration under this section for any city or town shall be limited to an amount equal to 1/2 of one percent of the total property taxes committed in the tax year. If the assessing officials determine that it is likely that this limit will be reached, the proration shall not be applied to any additional properties.

VI. Nothing in this section shall limit the ability of the assessing officials to abate taxes for good cause shown pursuant to RSA 76:16.

VII. Appeals of a decision under this section shall be to the board of tax and land appeals or the superior court as set forth in RSA 76:16-a or RSA 76:17. Online at www.gencourt.state.nh.us/rsa/html. September 26, 2022.

ⁱⁱ **Opening Discussion.** Dottie states that it did mention the RSA but not the letter and number that he had read. He asks her to “let him know and he will get it and bring it to the BOS either before the meeting is over or for the next meeting, very succinctly so there is no misunderstanding.” **Town of Danville NH Board of Selectmen's Minutes, September 19, 2022.** Online at www.townofdanville.org. September 26, 2022.