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Town of Danville  
Board of Selectmen  
Minutes  
December 16, 2013  
7:00pm

Selectmen Present: Shawn O'Neil, Chris Giordano, Annemarie Inman, Michelle Cooper, Joshua Horns

Others Present: Patricia Shogren-Selectmen's Administrator, Steve Woitkun, Corinne Woitkun, Bruce Caillouette, Beth Caillouette

Attendees observed a moment of silence for our troops who put themselves in harm's way. All stood for the Pledge of Allegiance.

Vice-chair Giordano made the motion, seconded by Selectman Inman, to open the Public Hearing for a discussion of the donation of the Snack Shack to the Town of Danville by DYI; motion passed. The Snack Shack is located between Day Field and the Community Center. Chairman O'Neil read the response from the Conservation Commission to support the donation of the building as well as the approval of the Planning Board. There were no audience questions or input. Vice-chair Giordano made the motion, seconded by Selectman Inman, to close the public hearing; motion passed. Chairman O'Neil announced the next public hearing to address the donation would be held at 7:00PM on Monday, December 30, 2013.

I. Delegate Session

Selectmen reviewed a home business application from Corinne Woitkun for Woitkun Fire & Safety. Corinne answered each of the eight questions / requirements from *Zoning Article IV. 2. Customary Home Occupations* asked by Vice-chair Giordano and stated the business was all off site and was a fire extinguisher inspection business. Vice-chair Giordano made the motion, seconded by Selectman Inman, to approve the home business application; motion passed.

Selectmen reviewed a home business application from Steve Woitkun for Yankee Chimney Sweep. Steve answered each of the eight questions / requirements from *Zoning Article IV. 2. Customary Home Occupations* asked by Vice-chair Giordano and stated the business was all off site and was a chimney cleaning, repair, and construction business. Vice-chair Giordano made the motion, seconded by Selectman Inman, to approve the home business application; motion passed.

Beth Caillouette asked Selectman Inman if she had reviewed the scope and contract from CEI for 2014. She said she had and Beth asked the Selectmen to sign this contract.

II. Budget

**4520.6 Main Recreation Facilities \$9,000:** Beth and Bruce Caillouette reviewed the status of each park with the Selectmen stating that bleachers had been purchased for Day Field and Goldthwaite Field. Bruce stated the mulch under the existing equipment at Goldthwaite Field needed to be dug up and replaced and he would be putting down a geomat which the Town already had, for drainage. He stated he wanted to place pressure treated posts, set in concrete, to prohibit cars from driving on Goldthwaite Field, and the need for a porta-pottie to be kept until late fall at Goldthwaite. Bruce also suggested that a four-seat swing set be put at Day Field, located between the back of the field and the Community Center. There was money still available in the budget to purchase a Geodome and four-seat seesaw and Beth asked the Board to encumber these funds and put with \$1,000.00 from the 2014 budget to purchase these two items. It was decided to purchase these now and reduce the 2014 proposed budget of \$10,000.00 to \$9,000.00. Bruce also discussed future plans and ideas for Colby Pond and a Gazebo for Goldthwaite. *Vice-chair Giordano*

*made the motion, seconded by Selectman Horns, to approve the 4520.6 Main Recreation Facilities budget for \$9,000.00; motion passed.*

**4152.1 Assessing \$22,820.00:** *Vice-chair Giordano made the motion, seconded by Selectman Inman, to approve the 4152.1 Assessing budget for \$22,820.00; motion passed.*

**4194.1 Government Buildings \$62,954:** Patty discussed the facilities budget with the Selectmen outlining the needs for the Town Hall, Safety Complex, Fire House #2, the Town Garage, the Little Red School House, and Webster Stage Stop. Following discussion, *Vice-chair Giordano made the motion, seconded by Selectman Inman, to approve the 4194.1 Government Buildings budget for \$62,954.00; motion passed.*

**4194.2 Government Buildings, Community Center \$26,543:** Patty discussed the Community Center budget with the Selectmen updating the Board on the completion of the restrooms, exterior lights, lower lot to upper lot stairs, etc. She explained the intended move to opening the Center to the public for rent, sharing the Agreements, Indemnification form, checklist, and the management requirements. Patty outlined the tasks of what the Committee was seeking in someone to oversee the rental coordination, daily operations, policy enforcement, maintenance, etc. She stated that this would not be an employee position but would be budgeted and paid as a vendor under professional services. *Vice-chair Giordano made the motion, seconded by Selectman Inman, to approve the 4194.2 Government Buildings, Community Center budget for \$26,543.00; motion passed.*

#### I. Old / New Business

Selectmen discussed that Bruce needed to determine if the scored trees were on public or private property and if public property, Vice-chair Giordano again stated that the PD should be notified and a complaint filed. Patty was asked to get the specifics from Bruce's discussion with the resident and have Bruce reiterate the discussion in a memo.

#### II. Signature file/Minutes

Vice-chair Giordano made the motion, seconded by Selectman Inman, to approve the December 9, 2013 Minutes as amended; motion passed.

Vice-chair Giordano made the motion, seconded by Selectman Inman, to approve the December 9, 2013 non-public Minutes as written; motion passed.

Vice-chair Giordano made the motion, seconded by Selectman Inman, to authorize Chairman O'Neil to sign the NH DOT fuel user agreements for the PD, FD, and HWY; motion passed.

Following a lengthy discussion, Selectman Cooper expressed concerns with the bid received for a metal roof for the highway garage and it was determined she would seek to obtain additional bids for next Monday's meeting.

Patty said she would gather up revenue information for next week's meeting.

Chairman O'Neil read the announcements.

At 10:00pm Vice-chair Giordano made the motion, seconded by Selectman Inman, to adjourn; motion passed.

Respectfully submitted,

Patricia Shogren  
Selectmen's Administrator