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Town of Danville  
Board of Selectmen  
MINUTES  
April 18, 2011  
6:30 PM

Selectmen Present: Shawn O'Neil-Chairman, Chris Giordano, Mark Ethridge, Annemarie Inman, Russell Harding

Chairman O'Neil asked for a motion to go into Non-public session under RSA 91-A:3 (c). Vice-chair Giordano made the motion, seconded by Selectman Ethridge, to go into non-public session under RSA 91-A:3 (c). Roll call vote: O'Neil – yes, Ethridge – yes, Inman – yes, Harding – yes, Giordano – yes. Motion passed.

Vice-chair Giordano made the motion, seconded by Selectman Ethridge, to return to public session. Motion passed.

Selectman Ethridge made the motion, seconded by Selectman Inman, to seal the minutes. Motion passed.

Selectman Ethridge made the motion, seconded by Selectman Inman, to go into non-public session under RSA 91-A:3 (d). Roll call vote: O'Neil – yes, Ethridge – yes, Inman – yes, Harding – yes, Giordano – yes. Motion passed.

Vice-chair Giordano made the motion, seconded by Selectman Harding, to go into public session. Motion passed. Vice-chair Giordano made the motion, seconded by Selectman Inman, to seal the minutes.

Others present: Patricia Shogren-Selectmen's Administrator, Steve Woitkun, Carsten Springer, Philip Emilio, Carol Baird, John Russo, Sheila Johanssen, Christine Tracy, Bruce Caillouette, Beth Cailouette

Chairman O'Neil 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. Delegate Session

Steve Woitkun, Fire Chief, stated that in regard to the CCRC, the CCRC representatives had selected the same Fire Engineer he would have selected for the job. This was now a non-issue.

Carol Baird stated that the Heritage Commission had restructured their Board with the passing of the Warrant Article and gave the Selectmen the Board's forms for member appointment. She stated that the Commission had changed the appointment dates to reflect one-, two-, and three-year appointments to maintain the continuity of the Board.

Christine Tracy, Town Clerk, presented the Board with a plan for cleaning up the existing office and replacing old and unstable furniture. Her plans included to-scale drawings showing the placement of furniture with the purchase of two new desks and two file cabinets that would also hold the four printers they currently must use. She explained she spoke with our Staples account representative and was quoted \$768.00 for the purchase of two desks and two cabinets. The Selectmen, supportive of the cleaning up of the office space and the new equipment, asked how this would be funded. Chris stated that the Town Clerk's office had no budget line for office supplies or replacement equipment and these items were purchased out of the Selectmen's budget. When questioned why there was no General Office Supplies budget line, Patty stated that she believed that when set up, Janie, as the constant in the Town Hall, purchased all the supplies and when it was moved to the Selectmen's Office, Janie maintained that budget line in the Tax Collector's budget but it was not put in the Town Clerk's budget. It was stated the Board would need to look at this next budget season. Chairman O'Neil stated that since the purchases were not in the 2011 budget, there was nothing that could be done at this time but

to hold on to the information and it would be revisited later in the year and in the 2012 budget. Chris thanked the Board. At the mention of the unstable desk, Chris was asked to contact Leon to look at this.

Sheila Johannsen asked the Board why all Town employees received a 1.6% COLA increase and she did not. It was explained that the \$7,500 stipend for the ACO for 2011 budget included all increases and the stipend was approved for the position at \$7,500. Sheila stated that just because the ACO position went from hourly to a stipend did not mean that she was not entitled to the COLA. It was explained again that the COLA was already incorporated into the \$7500 stipend. The \$7500 was the stipend amount for 2011. Sheila stated she was entitled to the COLA. Chairman O'Neil asked for a motion to add a 1.6% COLA increase to the ACO stipend. No motion was made. Sheila left the meeting.

## II. Snow removal issues – Wade Parsons – Chief of Police, Bruce Caillouette – Road Agent

Vice-chair Giordano thanked Wade and Bruce for coming and stated that although this will be discussed in the Fall before snow season, he wanted to discuss it now while the issues were still fresh. He brought up the issue of people plowing across public ways and how this could be addressed and enforced. Bruce stated he would make note of this when he came upon it, jot down the address, and give to the police so a warning could be issued. If it happens a second time, a fine can be levied per the ordinance. Bruce stated that the existing radio in the cruiser did not pick up the Town channel and that although dispatch would hear the Bruce trying to contact the officer, they will not intercede. Vice-chair Giordano asked if the radio had been fixed.

Wade stated he would educate a resident for a first-time offense. He stated he was looking at printed citation options, entering these into the system, and a ticket would be issued at the time of a second offense. He said the ordinance was fine, as is. He also stated the radios in the cruisers were scheduled to be reprogrammed so all channels would be accessible.

## III. Carol Baird – Tuckertown Rangeway

Carol delivered a short history of the land, stating the area was left by the 1776 Hawke Selectmen for roadways. She stated Peter Loughlin had suggested putting this tract into the Historic District. During the development of the Colby Pond area, a debate arose between Peter Lewis and the Town over the ownership of this tract. The Selectmen and Town counsel worked together to compromise with Lewis. The Easement is the width of the Rangeway with restrictions on land owners and allows for a ten foot walking trail on the south side of the easement. Carol continued that four years ago this was brought up by the Heritage Committee as a potential project. Carol stated the Committee would like to move forward with this and asked if the Board of Selectmen were interested in allowing Heritage to pursue this project. She stated the area was a mess right now and needed cleaned up. Chairman O'Neil questioned the landmarks that would be used and Carol responded there would be a notification process; there is four or six land owners affected. Vice-chair Giordano stated that every house lot along the trail was marked with granite markers and tagging. He also mentioned that the Boy Scouts were looking for projects. Carol stated some are marked with iron pins. Discussions of ways to accomplish the work followed including the mention of Timberland and the volunteers that are to work at the Town Forest.

Provisions for signage were discussed and it was also stated that motorized vehicles were prohibited by deed and how could we enforce this. There has been reported ATV activity on the easement. It was stated that signage could be put at the head of the trail on Town Land.

Carol asked if Terry were still our Town engineer and stated we needed to get estimates for the boundary survey. Carol stated she would provide the Board with a Punch List and an intended walk date.

Bruce stated that the pins had been cut on the gates on Tuckertown Road with a Sawsall allowing trucks to enter and drive to a shooting range and this was difficult to enforce. No one wanted to step on the toes of hunters but it was decided that an ordinance needed to be drafted.

## IV. Recycling

Selectmen discussed mandatory recycling and pay as you throw options. Selectman Inman mentioned the incentive of the tax dollars saved by the decrease of trash removal costs when recycling increased. There has

been discussion, brought to the Board by Chairman O'Neil, of residents who currently recycle and want to keep their 96-gallon containers for trash. He stated he was not hearing a lot of positive feedback on the 96/recycle and 64/trash option. Most residents want to keep the container they have and add an additional container, 96-gallon, for recycling. Selectman Ethridge stated the Board needed to educate the public on the cost savings of recycling along with the environmental impact. Chairman O'Neil suggested holding a public hearing prior to changing the existing contract with WM. Selectmen questioned why WM provided the Board with a new contract instead of an amendment to the existing contract. Patty stated she would contact Jim. A 5/2/11 date was discussed for a public hearing on this issue.

V. Signature/Action File

Appointments:

Vice-chair Giordano made the motion, seconded by Selectman Inman, to appoint William Gard to a one-year position on the Heritage Commission. Motion passed.

Vice-chair Giordano made the motion, seconded by Selectman Inman, to appoint Carol Baird to a two-year position on the Heritage Commission. Motion passed.

Vice-chair Giordano made the motion, seconded by Selectman Ethridge, to appoint Curt Springer to a three-year position on the Forestry Committee. Motion passed.

Vice-chair Giordano made the motion, seconded by Selectman Inman, to appoint Roger Denison to a three-year position on ZBA. Motion passed.

Vice-chair Giordano made the motion, seconded by Selectman Inman, to appoint Jason Holder to a three-year position on Conservation Commission. Motion passed.

Vice-chair Giordano made the motion, seconded by Selectman Inman, to appoint Gabriel Bacechtold to a three-year position on the Heritage Committee. Motion passed.

Vice-chair Giordano made the motion, seconded by Selectman Inman, to appoint Jack Howland to a three-year position on ZBA. Motion passed.

Vice-chair Giordano stated that the Conservation Commission wanted only one alternate although the Board of Selectmen asked that they have two alternate positions due to the Commission consisting of a five-member board. Two applications were received for the alternate position: Laurie Games and Philip Emilio III. Vice-chair Giordano stated that Laura did not attend many meetings and whereas Phil has been attending meetings regularly since last November and is also on the Planning Board, it would be beneficial to have a Planning Board member as representative to Conservation and he recommended Phil for the Alternate position. Vice-chair Giordano made the motion, seconded by Chairman O'Neil, to appoint Philip Emilio III to a three-year Alternate position on the Conservation Commission. Motion passed. Patty was asked to complete the Appointment form for Phil.

Vice-chair Giordano made the motion, seconded by Selectman Inman, to appoint Michael LaPage to a one-year position on the Police Department as a part-time officer. Motion passed.

Vice-chair Giordano made the motion, seconded by Selectman Inman, to appoint Michelle Cooper to a one-year position on the Police Department as a part-time officer. Motion passed.

Vice-chair Giordano made the motion, seconded by Selectman Inman, authorizing Chairman O'Neil to sign a letter to DOT outlining Route 111 Access. Motion passed.

Patty was instructed to forward the Conservation Commission's and Planning Board's comments on the Open Space Planning Report to Dylan at RPC.

Carsten Springer stated that in regard to the Report, Planning Board had some pretty strong comments and the Report was not well structured. He said if these were not corrected, the Report should not be used. He stated he would get his input together and forward to Patty to pass on to RPC.

Chairman O'Neil stated the ties had not been removed from Goldthwaite Park. Patty was instructed to go directly to Bruce and have this taken care of.

## I. Minutes

Vice-chair Giordano made the motion, seconded by Selectman Inman, to approve the March 21, 2011 non-public Minutes as amended. Motion passed.

Selectman Ethridge made the motion, seconded by Selectman Inman, to approve the March 21, 2011 Non-public Minutes as amended. Motion passed.

## II. New Business

Selectmen discussed the email received from Tax Collector Kim Burnham regarding keeping the Collector's Post Office box until the end of the year to make sure any issues are ironed out before she closes it. It was discussed at what time her mail was accepted and needed to be posted – whether it was when the Town Hall accepted receipt or when the Tax Collector accepted receipt. It was decided that the Tax Collector accepted the mail when it was received by her and not when it was received in the Selectmen's office. It was decided the Selectmen's office would lock up the mail and give the mail to the Tax Collector on her next work day; this would be when the Tax Collector accepted receipt. Patty was instructed to tell the Tax Collector to discontinue use of the post office box at next renewal time, June, 2011.

Chairman O'Neil read the announcements:

Committee/Commission Positions open:

- Heritage Commission: 1 two-year opening; 2 three-year openings
- Recreation: 2 openings
- Planning Board: 1 opening, 2 alternates
- Budget Committee: 1 opening
- Website: 1 opening
- Conservation Commission – 1 alternate

At 9:55 PM Selectman Inman made the motion, seconded by Selectman Ethridge, to adjourn. The motion passed.

Respectfully submitted,

Patricia Shogren  
Selectmen's Administrator