

Town of Danville
Board of Selectmen
December 21, 2015
7:00 pm

Selectmen Present: Shawn O'Neil-Chairman, Chris Giordano -Vice Chairman, Kimberly Farah, Sheila Johannesen, Josh Horns

Others present: Patty Shogren, Janet Denison

Chairman O'Neil opened the meeting with a moment of silence for the troops who put themselves in harms way. All stood for the Pledge of Allegiance.

I. Delegate Session

There were no delegates present.

II. Budgets

4150.60 Information Technologies

It was agreed that Fred Smith, assessor, and Kathy Beattie, the new treasurer, should have remote access. Patty will find out about a new license for Quickbooks for Kathy to use. Vice-chair Giordano made and Selectman Johannesen seconded a **motion to approve the 4150.60 Information Technologies for 2016 in the amount of \$37,822.00.** The motion **passed** unanimously.

4155.90 Other Expenses-Personnel

Chairman O'Neil commented about improper budgeting in years past due to life events such as marriage, new children, etc. that can change the health insurance coverage for individuals. He suggested having something in place to offset such contingencies.

There was a discussion about paying someone via 1099 vs W2. This may entail a discussion about each worker in town, elected, appointed, and hired employee and whether or not they can or should be paid with a 1099. PLT will be asked for a definition of an employee who can be paid 1099. Vice-chair Giordano made and Selectman Farah seconded a **motion to approve the 4155.90 Other Expenses-Personnel budget for 2016 in the amount of \$313,827.00.** The motion **passed** unanimously.

4194.20 Danville Community Center

Vice-chair Giordano made and Selectman Farah seconded a **motion to approve the 4194.20 Danville Community Center for 2016 in the amount of \$26,589.00.** The motion **passed** unanimously.

4194.10 Government Buildings

There was a discussion about encumbering funds for repairs to the Town Hall and Little Red Schoolhouse in the amount of \$3650.00. Chief Woitkun will be contacted regarding ordering a new exterior door for the safety complex.

Selectman Farah said she'd like to know the intent of fire station #2 before any budgeted work is done on the building.

Vice-chair Giordano made and Selectman Farah seconded a **motion to approve the 4194.10 Government Buildings for 2016 in the amount of \$72,217.00.** The motion **passed** unanimously.

4130.10 Selectmen

There was a short discussion about the individual lines in this budget. Ex-349 software/support contracts was changed to \$6015; ex-391 professional services was changed to \$1620. There was a short discussion about the impact fee study. Selectman Farah said she is not in favor of the fee study for safety. Vice-chair Giordano

explained the study has to be done first. The new fees may or may not be adopted and don't have to be adopted immediately. Vice-chair Giordano made and Selectman Johannesen seconded a **motion to approve the 4130.10 Technologies for 2016 in the amount of \$146,154.00**. The motion **passed** unanimously.

4241.20 Building Inspector

Vice-chair Giordano made and Selectman Horns seconded a **motion to approve the 4241.20 Building Inspector for 2016 in the amount of \$1250.00**. The motion **passed** unanimously.

3100 Revenue

Vice-chair Giordano made and Selectman Farah seconded a **motion to approve the Revenue for 2016 in the amount of \$1,133,600.00**. The motion **passed** unanimously.

III. Signature File

The following were signed:

- Kathy Beattie's appointment as Treasurer
- A veteran credit denial
- Cable access reimbursement
- Warrants 2015-26

The Board briefly discussed the proposal to convert the community center to town offices. It was agreed to invite Sal Moccia of Hampstead Consultants to speak with the Board and to give him the build-out study from RPC. Vice-chair Giordano made and Selectman Horns seconded a **motion to authorize Chair to sign the Hampstead Consultant contract**. The motion **passed** unanimously. Vice-chair Giordano made and Selectman Johannesen seconded a **motion encumber \$8300.00 out of the professional services budget for the Hampstead Consultant fee**. The motion **passed** unanimously.

IV. Proposed 2016 Warrant Articles

Selectman Farah made and Vice-chair Giordano seconded a **motion to move forward with Article 2016-7 Danville Infrastructure and Facility Non-Capital Reserve Fund to the town warrant**. The motion **passed** unanimously. Vice-chair Giordano made and Selectman Farah seconded a **motion to add the words, "Recommended by the Board of Selectmen" with a 5-0 vote**. The motion **passed** unanimously.

Vice-chair Giordano made and Selectman Farah seconded a **motion to move forward with Article 2016-8 Municipal Mosquito Control Expendable Trust Fund to the town warrant**. The motion **passed** unanimously. Vice-chair Giordano made and Selectman Farah seconded a **motion to add the words, "Recommended by the Board of Selectmen" with a 5-0 vote**. The motion **passed** unanimously.

Vice-chair Giordano made and Selectman Farah seconded a **motion to move forward with Article 2016-9 Protection of Personnel Equipment Capital Reserve Fund to the town warrant**. The motion **passed** unanimously. Vice-chair Giordano made and Selectman Farah seconded a **motion to add the words, "Recommended by the Board of Selectmen" with a 5-0 vote**. The motion **passed** unanimously.

It was agreed that the Fire Department has proposed a large sum in Article 2016-10. Vice-chair Giordano said he'd like to speak with Chief Woitkun about other options, including a lease/purchase, perhaps over a fire year period, or bond. This and Article 2016-11 will be left as placeholders.

Vice-chair Giordano made and Selectman Farah seconded a **motion to move forward with Article 2016-12 New Police Station Capital Reserve Fund to the town warrant**. The motion **passed** unanimously. Vice-chair Giordano made and Selectman Farah seconded a **motion to add the words, "Recommended by the Board of Selectmen" with a 5-0 vote**. The motion **passed** unanimously.

Vice-chair Giordano made and Selectman Farah seconded a **motion to move forward with Article 2016-13 Colby Memorial Library Expend Interest to the town warrant**. The motion **passed** unanimously. Vice-chair Giordano made and Selectman Farah seconded a **motion to add the words, "Recommended by the Board of Selectmen" with a 5-0 vote**. The motion **passed** unanimously.

Vice-chair Giordano made and Selectman Farah seconded a **motion to move forward with Article 2016-14 Cemetery Reserve Fund to the town warrant**. The motion **passed** unanimously. Vice-chair Giordano made and Selectman Farah seconded a **motion to add the words, "Recommended by the Board of Selectmen" with a 5-0 vote**. The motion **passed** unanimously.

It was agreed to wait for confirmation from the road agent before continuing with Articles 15 and 16. A warrant article to rescind the business reporting needs to be added. The road agent will be asked to put together a warrant for the purchase of a loader.

V. Minutes

The minutes from the previous meeting were discussed briefly. Some edits were made. Vice-Chairman Giordano moved and Selectman Farah seconded a **motion to approve the December 14, 2015 minutes as amended**. The motion **passed**. Selectman Horns asked for the letter from the Attorney General's office he received be attached to these minutes and the Board agreed.

VI. Other Business

The Eagle Court of Honor will be held January 9th. Selectman Horns agreed to represent the Board and present a certificate. He will confirm that he is not busy that day.

Selectman Farah said she'd like a clear definition of an apartment, especially when the reval is done next year. Vice-chair Giordano said that letting of rooms is allowed per the Zoning Ordinance. However this does make it a home occupation and needs to comply with zoning. Vice-chair Giordano said that any number of kitchens can be in place in one structure and does not need to have a bathroom. An apartment has its own entrance separate from the main structure.

Fred will be asked to help with a draft for a warrant article regarding solar panels.

Selectman Farah discussed sending a letter to the State Department of Education for a Sandown Study follow up and a reason why the Consent Agenda hearing was allowed when Danville protested this item be placed on the Consent Agenda. Farah also stated she would draft a letter to ZBA inquiring about Cote case.

The announcements were read by Chairman O'Neil.

At 9:51pm Vice-Chair moved and Selectman Farah seconded a **motion to adjourn**. The motion **passed** unanimously.

Respectfully submitted,

Janet S. Denison
Land Use/Assessing Clerk