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Town of Danville
Board of Selectmen
April 11, 2016
7:00 pm

Video-recorded

Selectmen Present: Chairman Shawn O'Neil, Vice-Chair Chris Giordano, Judi Cogswell, Kimberly Farah, Sheila Johannesen

Others present: Patty Shogren – Selectmen's Administrator, Janet Denison – Land Use/Assessing Ann Powers-Danville Rec, Tammy Roberts-Danville Rec, Stacie O'Connor-Danville Rec, John Hughes-Danville Fire Ward, Misti Dale-Recorder

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. Stacie O'Connor, Ann Powers, Tammy Roberts – Danville Recreation Committee

Mrs. O'Connor asked the board if the Recreation Committee would be allowed to assist at the Rabies Clinic on April 17, 2016. The committee would like to be able to set up a table for the sale of hotdogs and drinks with proceeds to be split between the Police Association and the Recreation Department. The Board agreed and Chairman O'Neil responded that they may do so and share and spend proceeds as they see fit. No voting was necessary.

II. John Hughes – Danville Fire Ward

Mr. Hughes introduced himself and confirmed that the posting of the Fire Wards meeting minutes will be done following their monthly meetings. Their meetings will be held the first Wednesday of every month at 6:00pm at the Safety Complex. Chairman O'Neil advised that all town committees need to make the effort to post meeting minutes and have them available on the town's website, confirming that this is what the town's residents like to have access to. Mr. Hughes confirmed that his committee will comply.

III. Patty Shogren – Legal Form Letters for auditors – Chairman's Signature Authorization

Ms. Shogren asked the board for Chairman O'Neil to have authority to represent the board and sign necessary letters for pending legal cases, releases to attorneys and outstanding liabilities. Sheila Johannesen questioned what type of letters and Ms. Shogren gave an example of a prior suit for the return of current use funds for \$103,000 that was listed as a liability on the town's financials until the case was resolved. Giordano made the motion, seconded by Cogswell, to authorize the chair to sign the letters for the auditors; motion passed unanimously.

IV. Kim Cote – Danville Natures Tracker Club

Ms. Cote advised her program is already present at the Danville Elementary School from the hours of 3-6pm every Monday. The purpose of her program is to bring children into the woods and discuss their surroundings and nature. Ms. Cote receives donations for her program by the parents of the students in the community. Without a certificate of registered name she is unable to open a business account and cash funds. Vice-Chair Chris Giordano read from Zoning Article IV A. 2. D. questions to 1-8 and Ms. Cote answered No to all questions. Giordano made the motion, seconded by Cogswell to approve the home business of Nature's Tracker Club. The motion passed unanimously.

V. Chairman O'Neil – Topic: BTLA (Bureau of Tax and Land Appeal / Utilities

Chairman O'Neil spoke with Mr. Fred Smith in regards to the towns' need of hiring an attorney. BTLA sided with the small towns and the case is going to the Supreme Court. Chairman O'Neil wanted town to piggyback the attorney with other small towns and sought authorization of up to \$1000 to be spent on legal proceedings. The retained attorney is Mitchell Municipal out of Laconia, NH and the towns' maximum exposure would only be \$1000. If the \$1000 is not authorized there could be significant tax loss. Giordano made the motion to authorize up to \$1000 to be spent on legal fees, seconded by Cogswell; motion passed unanimously.

Reimbursement request to the Trustee of the Trust Fund for (Mosquito Spraying) was signed
Abatement for Ms. Lorraine Annaloro – Red Mountain Realty was signed
Abatement for Mr. Gordon Smith signed
Abatement for Ms. Carleen Preble signed

Instructions to the Danville Town Treasurer to reimburse the town: \$1810.78 for Police Special Detail 01/01/16-03/31/16, \$1,486.12 from Public Safety Services Special Revolving Fund and \$666.69 from the Cable Access Account

Timber Cut signed for Wood Parcels (Map 2) Lots 47-1 and 47-2

The Board signed payroll and vendor warrants #2016-7 and the FD #3 monthly payroll.

Election appointments were signed as provided by the Town Clerk, multiple motions were made and seconded to approve the appointees; motions passed as follows:

Christiann Caillouette – Conservation Committee and Forestry Committee
Allan Hess – Conservation Committee
Chris Stafford – Zoning Board and Adjustment
Judi Cogswell – Recreation Committee
Tammy Roberts – Recreation Committee
Karen Cornell- Recreation Committee
Carsten Springer – Forestry Committee
Sharon Woodside – Recreation Committee
Misti Dale – Recreation Committee
Haeyoon Jacobus – Planning Board Alternate
Kathy Beattie – Recreation Committee
Carsten Springer – Conservation Committee
Carol Baird – Heritage Commission
Sharon Woodside – Deputy Treasurer (Bonded by Position)
Mark Roy – Management Committee for Danville Community Center
Ed Morrison – Management Committee for Danville Community Center

Motion made by Farah and seconded by Johannsen to approve Meeting Minutes for 03/14/2016 as amended; motion passed.

Motion made by Farah and seconded by Johannsen to approve Meeting Minutes for 03/28/2016 as amended; motion passed.

O'Neil informed the board that the contract for auditing does not have to be released this year. Farah noted that in the Auditors RFP, there are two one-year contract extensions and we should add the option of a two-year extension as well.

Selectman Farah spoke about Trash Collection and Recycling and stated that there were three specific questions from last meeting that need to be answered:

1. When Casella goes down a private road is the town liable? Casella advised Ms. Shogren that they were liable but Farah wants Patty to ask Peter the question.
2. Is the town covered? Need to speak to Casella (Peter Loughlin) for specifics.
3. Whether or not a Town warrant would be necessary. Ms. Shogren stated that the Town Warrant passed in 1972 for all assessable roads in Danville with the exception of Cub Pond.
 - a. Warrant article put in place
 - b. A warrant article would need to take it away

Standard Operating Procedures (SOP) for Town Inspections was reviewed and discussed. Giordano suggested that the SOP or a portion thereof be placed on the back of permits. Ms. Dennison will make necessary corrections or additions to the draft copy and will represent second draft. Chairman O'Neil suggested all forms be uploaded to the web for ease of access.

ACO Johannesen informed the board of the Rabies Clinic number. There were 45 vaccines done and the vet was donating back to the town \$4.74 out of each \$12.00 shot given, a total of \$213.30.

ACO Johannesen stated that the next Rabies clinic is scheduled for April 1, 2017 with Edgefield. It was stated to her that this date is supposed to be discussed and coordinated with Chief Wade Parsons and make sure that this is a mutually agreed upon date. Selectmen Farah brought up the cost for the resident from Edgefield (\$12.00) for the vaccination and asked why no other vets and cost were being researched. The cost for the Police Association Rabies Clinic this week is only \$10.00 to residents. ACO Johannesen asked that the correspondence to the vet last week be attached to the minutes.

Chairman O'Neil read a letter received from Sheila Johannesen's attorney asking for all written correspondence pertaining to Sheila Johannesen, the ACO, and Rabies Clinics from the Danville Police Department and Board of Selectman from January 1, 2013 to present. The attorney offered a sum no greater than \$100.00 for the copies of the town's records. If funds greater than \$100.00 is requested than the Town must contact their office in advance. Chairman O'Neil asked Selectman Johannesen if she was aware of this letter and why is this necessary. Selectman Johansson stated that she was not aware and has no idea why this request was made; she knows nothing about it. The board members felt that a lawyer would not request this information and pay for it without a client instructions.

Chairman O'Neil asked ACO Johannesen about an injured cat that was eventually taken to the hospital by a police officer with noticeable physical injuries. After several phone calls back and forth from the resident with possession of the injured animal the resident dropped the feline off to the officer on duty. The officer spoke with the ACO who advised the officer that the cat should be left crated until morning and she will assess the feline at that time. The responding officer disagreed and took the injured and distressed feline for emergency treatment to Brentwood Hospital and the accumulated medical bill was \$98. The board was concerned that the ACO's instructions were to kennel the cat at the station and she would take care of it in the morning. ACO Johannesen stated she knew who had the cat and that the cat had been brought to a retired Kington vet and the cat's injuries were not an emergency. The board disagreed. Feline photographs attached.

Vice-Chair Giordano wanted to seek approval to discuss a possible swap for property for sale and located at 227 Main Street for possible development of a Police Station. The Board Agreed.

Selectman Farah discussed budget season and meeting with the departments that may be looking to bond, for capital improvements. Vice-chair stated that the master plan and CIP is overseen by the Planning Board and he will speak to the board.

At 9:00pm Vice-Chair Giordano made and seconded by Selectman Johannesen to go into non-public session under RSA 91-A: 3 II (e), (c), and (a). Roll call vote: O'Neil – yes, Giordano – yes, Farah – yes, Johannesen – yes, Cogswell – yes. The motion passed unanimously.

Vice-Chair Giordano made and by Selectman Johannesen seconded the motion to return to public session. Roll call vote: O'Neil – yes, Giordano – yes, Farah – yes, Johannesen – yes, Cogswell – yes. The motion passed unanimously.

Vice-Chair Giordano made the motion, seconded by Selectman Johannesen, to seal the the 91-A: 3, II (a) and (d) minutes for reasons outlined in the respective RSAs. Roll call vote: O'Neil – yes, Giordano – yes, Farah – yes, Johannesen – yes, Cogswell – yes. The motion passed unanimously. Minutes of 91-A: 3, II (c) were not sealed and follow:

Selectmen discussed an abatement that is approved for this year but the resident was asking for the abatement for the previous year. Although the resident would have qualified for the previous year, the resident was unaware that an Elderly Exemption was available. It was decided that many residents fail to apply for tax credits or exemptions and the board did not want to set a precedent by approving payment for an expired year. Giordano confirmed these programs were noted on the tax bill and suggested we enclose information about the exemptions and credits offered by Danville into the next tax bill and note them on the website.

At 9:48pm, Vice-chair Giordano made and Selectman Johannesen seconded a motion to adjourn. The motion passed unanimously.

Respectfully submitted,

Misti Dale
Recorder – Board of Selectmen



Town of Danville



Selectmen

Shawn O'Neil
Chris Giordano
Kimberly S. Farah
Sheila Johannesen
Judi Cogswell

Town Clerk

Christine Tracy
Tax Collector
Kimberly T. Burnham

March 29, 2016

Edgefield Veterinary Hospital LLC
1 Gigante Drive
Hampstead, NH 03841

Re: Rabies Clinic to be held on April 2, 2016 at Danville, NH

To whom it may concern:

The Danville Board of Selectmen was presented with an outline of the costs for the upcoming rabies clinic by Danville ACO Johannesen. She stated that the cost of the rabies shots were \$12.00 but she was unable to provide the Board with the breakdown of the veterinary cost and the residual funds. Johannesen stated Edgefield donates the proceeds to a cause of their choice.

ACO Johannesen, per her job description and agreement with the Town of Danville, she may manage a clinic but by Paragraph 16 of the job description, the Board of Selectmen Direct the use of the residual funds collected

"Manage the town's rabies clinic. Proceeds from such clinic to be used as directed by Board of Selectmen;"

The Board of Selectmen respectfully request that any donated proceeds go to the Danville Police Association to support their local activities.

Respectively,

Patricia Shogren
Selectmen's Administrator

EDGEFIELD VETERINARY HOSPITAL, LLC
1 GIGANTE DR.
HAMPSTEAD NH, 03841
603-329-6553

April 1st, 2016

RE: Faxed letter received from Town Administer

Dear Ms. Shogren,

Sorry for the delay in replying to your fax; I was out of the office and just received it. We have always donated a portion of the proceeds to the Town of Danville for the welfare of animals residing in your town and are happy to continue to do so. To avoid any confusion please advise me, in writing, who is going to come to Edgefield to pick up the money. The money will be ready for pickup the Friday after the clinic; we are open 8:30a-5p. As you did not include a fax number in your letter I am sending this to "sent from" number at the top of your fax. I am also forwarding a copy of this letter to ACO Johannesen as you stated that she is managing the clinic. Please don't hesitate to call me if you have any questions. We are looking forward to the clinic tomorrow!

Sincerely,



Cyndi
Hospital Manager

Patricia Shogren

From: Patricia Shogren
Sent: Wednesday, April 13, 2016 3:25 PM
To: Patricia Shogren
Subject: RE: Cat/ ACO



Danville, NH Police Department added 2 new photos.

April 5 at 9:58am ·

HELP ME FIND MY HOME!

I'm a male, unaltered approximately 1 year old friendly cat. I was found on Cote Drive in Danville. If this is your cat or if you may know its owner, please contact Danville Police Department 603-382-9403.





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14You, Michelle Olsen- Cooper and 12 others

83 shares

Comments



[]

Write a comment...



Michelle Olsen- Cooper The elected ACO is on a stipend so there is no additional cost for the elected ACO to do the job she was elected to perform. Yes the cat was seen, per the advise of a Veterinarian, and the Police Officer on duty. This isn't the first call the police have had to deal with since the elected position and I'm certain it won't be the last!! Wake up residents of Danville!!

Like · Reply · 1 · 3 hrs



Michelle Olsen- Cooper Poor guy has been through a lot. He was limping and both paws were bloody when he came in last night. His wounds have been lanced, abscesses have been flushed, and he's on an antibiotic. He's such a nice cat. Someone must be missing him!!

Like · Reply · 2 · April 5 at 10:43am · Edited



Michelle Olsen- Cooper Owner has contacted us so he should be going home soon. Thank you everyone for sharing!

Like · Reply · 7 · April 5 at 12:52pm



Ann Powers So handsome

Like · Reply · April 5 at 10:22am



Steven Sprowl Thank you Danville police for stepping up and rescuing this cat when the elected dog catcher refused to come out for it. Glad to see the owner was able to find it on your site. Kudos to the police...

Like · Reply · 4 · April 6 at 10:44am



Victoria Frost Are you the one who called?? If so thank you! He took off on us! We had been looking for him. I'm glad someone was kind enough call when they realized he was hurt!

Like · Reply · April 6 at 7:02pm



Sheila Johannesen Mr. Steven Sprowl, You need to have the correct facts, The cat had been seen by a vet that night, and was not in any life threatening status. There was a plan in place for the morning to avoid tax payer expense Elected Animal Control Officer
Like · Reply · 17 hrs



Michelle Olsen-Cooper The elected ACO is on a stipend so there is no additional cost for the elected ACO to do the job she was elected to perform. Yes the cat was seen, per the advise of a Veterinarian, and the Police Officer on duty. This isn't the first call the police have had to deal with since the elected position and I'm certain it won't be the last!! Wake up residents of Danville!!
Like · Reply · 2 · 3 hrs



Sheila Johannesen "The cat had been seen by a vet that night, and was not in any life threatening status. There was a plan in place for the morning to avoid tax payer expense" typically an Emergency vet bill is 3 -4 times more expensive. My first concern is the welfare of the animal and my second concern is the unnecessary tax payer expense. The cat was seen by a vet that night by the person who had been feeding the cat for the prior 3 days before bringing it Danville's attention. It was determined that this injury was not a life threadding. situation and based on my experience and knowledge of the vet that saw the cat that night, a plan was in place for the cat to be seen first thing in the morning by the town's contracted vet. Elected Animal Control Officer
Like · Reply · 1 hr



Michelle Olsen-Cooper Dr Marson is not practicing vet care anymore. He didn't do anything other than scan him for a microchip and state he couldn't treat the cat because it was not in his town. He's also the East Kingston animal control. He told the person who found the cat to call the Danville animal control and they will have the cat treated. Also, danville does not have a contracted Vet that I'm aware of. The selectman would have to sign any contract with an outside vendor. Another BS LIE.
Like · Reply · 21 mins



[redacted]

Write a reply...



William Hill That's my cat he got out we have been looking for him for 2 days thank you to whoever found him
Like · Reply · 2 · April 5 at 2:43pm



Victoria Frost His name is Mason. He will be coming home tomorrow! We've been looking for our boy!
Like · Reply · 7 · April 5 at 2:53pm



Judi Fowler Cogswell Glad he is safe, great job Danville PD !
Like · Reply · 2 · April 5 at 7:00pm



Lupe Low Hope you find his owner Looks like my cat that I had may he RIP frown emoticon
Like · Reply · April 5 at 11:43am · Edited



Sherry Hazleton I hope he's claimed or gets a home.
Like · Reply · 1 · April 5 at 10:25am



Juliana Ball poor kitty.....
Like · Reply · April 5 at 12:30pm



Erin Ball Juliana Ball Zach Ball it looks like Arlo!!!