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Town of Danville
Board of Selectmen
October 24, 2016
7:00pm

Video-Recorded

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

Others present: Patricia Shogren, Kathy Beattie, Paul Nason, 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

The Board needs to appoint two people to the ZBA as alternates. Chairman O'Neil recommended, Michelle Cooper and John Russo. There were two others who showed interest, George Nelson and Crystal Daley.

Vice-Chair Giordano made the motion, seconded by Selectman Cogswell, to appoint John Russo and Michelle Cooper as alternates to the ZBA; **motion passed.** Chairman O'Neil voted yes.

Mr. Nason would like to register his home business of moving trailers, boats from site to site. He is located at 49 Anna Boulevard. Only the truck will be kept on site. He owns the housing unit, but he rent the land. The Board can grant this, but he must follow the park rules. He passed the questions asked by Vice-Chair Giordano

Vice-Chair Giordano made the motion, seconded by Selectman Cogswell, to grant Mr. Nason's home business registration; **motion passed.**

II. Budgets

a. Treasury

Kathy Beattie, presented the budget for Treasury. There is a 1.1% COLA increase on the Treasurer Assistant and Treasurer salary budget. Bank account fee budget is the same. No budget for software, because it was already upgraded. Budget for dues to NHGFOA for two people is \$80, office supplies is at \$100. No budget for books and periodicals because resources are on-line. Training budget is at \$160. Mileage budget was calculated out to be \$1,674.

Selectman Farah asked for clarification about the office supplies budget and expenses to date. It was just a typo in the wrong line for software. Selectman Farah also asked if vendors could not be paid monthly. It was noted that this was looked into previously and it is not feasible.

Vice-Chair Giordano made the motion, seconded by Selectman Johannesen, to approve the proposed 2017 budget for 4150.50 Treasury for \$10,663; **motion passed.**

a. Zoning Board of Adjustment

Janet Denison, presented the budget for the ZBA. The number of applications each year varies, and cannot predict a budget. The legal notices are eventually reimbursed. The budget for the postage for 2016 is \$350 and expenses to date are \$305. There was a budget for training, but no one attended training. The budget for mileage has not been discussed with Chris Stafford, but should probably be accounted for. The only addition in the budget is for mileage.

Vice-Chair made the motion, seconded by Selectman Cogswell, to approve the 2017 proposed budget for 4191.30 Zoning Board of Appeals for \$775; **motion passed.**

b. Acct and Financial (TTF)

Patty Shogren presented the budget for the Trustee of the Trust Funds budget. There was a 1.1% COLA increase on the Trustee of the Trust Fund stipend. The office expense was dropped from \$100 to \$50. The mileage expense was level funded to cover costs to training in Concord.

Vice-Chair Giordano made the motion, seconded by Selectmen Farah, to approve the 2017 proposed budget for 4150.10 Trustee of Trust Funds for \$2,055; **motion passed.**

c. Emergency Management

Patty presented the budget for Emergency Management. It is level funded. The bill for communications will come in December. The money is set aside each year for emergency purposes. If not used, it will go back to the tax payers.

Selectman Johannesen asked when the last time the Emergency Management Plan was updated entirely. She was informed that it was updated in its entirety a year ago.

Vice-Chair Giordano made the motion, seconded by Selectmen Johannesen, to approve the 2017 proposed budget for 4920.10 Emergency Management for \$8,076; **motion passed.** Chairman O'Neil abstained.

Selectman Farah asked why there was no 1.1% COLA increase on this salary. She was informed that it was not for a person. The salary budget is for people who go in to work in an emergency such as open the shelter, etc.

III. Minutes

Vice-Chair Giordano made the motion, seconded by Selectman Johannesen, to approve the October 17, 2016 public minutes as amended; **motion passed.**

Selectman Farah made the motion, seconded by Vice-Chair Giordano, to approve the October 17, 2016 non-public minutes as amended; **motion passed.**

IV. Signature File

Selectmen signed warrant #2016-21, 3 intent to cut applications, and an elderly exemption.

V. Old/New Business

The surveyor, hired by Heritage, wants to meet with the BOS. Chairman O'Neil suggested that the surveyors do their work and then present their information. Selectman Cogswell confirmed that this was the intention. This will be a non-public meeting.

The number of trash and recycle totes has been brought up as a point of topic. Currently, the Town pays nothing, excluding the pick-up fee. That will be ending at the end of this year. The new contract has the potential to reduce with the potential for revenue sharing based on the market. It will be from \$10-\$20 per ton to dispose of the recycles. Ideas were shared about how many totes should be given.

Chairman O'Neil suggested that if a 2nd recycle tote is wanted, they can request one through the office. If a 3rd recycle tote is wanted, they must come before the Board to show a need.

In regard to 599 Main Street, Chairman O'Neil wants to make sure that everything is in order prior to Town Meeting in March to dispose of the property as they wish. If needed, a warrant article will be placed on the ballot.

Selectman Farah asked about the letters going back and forth between the town attorney and the attorney for Tom Waters. It seems that the continued correspondences, at this point, are a waste of money. It is the consensus of the Board that this end for now. Chairman O'Neil will speak with Peter.

Selectman Farah asked for more research to be done on the water ban to see if the current ban can be amended to include other outdoor water use such as car washing.

Patty will be updating the Employee Manual and will be informing the employees about the blending of paid time-off.

Motion to enter Nonpublic Session made by Chris seconded by Sheila

Specific Statutory Reason cited as foundation for the nonpublic session:

x RSA 91-A:3, II (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, **unless** the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

x RSA 91-A:3, II (J) – Consideration of confidential, commercial, or financial information that is exempt from public disclosure under RSA 91-A:5

Roll Call vote to enter nonpublic session:	Shawn O'Neil	Y
	Chris Giordano	Y
	Kimberly Farah	Y
	Sheila Johannesen	Y
	Judi Cogswell	Y

Entered nonpublic session at 8:30 a./p.m.

Motion to return to Public Session made by Chris seconded by Judi

Roll Call Vote to return to public session:	Shawn O'Neil	Y
	Chris Giordano	Y
	Kimberly Farah	Y
	Sheila Johannesen	Y
	Judi Cogswell	Y

Motion: PASSED

Meeting adjourned at 9:30

Respectfully submitted,

Meghan O'Neil
Recorder-Board of Selectmen