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Town of Danville  
Board of Selectmen  
November 7, 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-Town Admin, Kim Burnham – Tax Collector, Carol Baird – Heritage Chair

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 - None

II. Budgets

a. 4199.1 Heritage Commission – Vice-chair Giordano made the motion, seconded by Selectman Farah to approve the 4199.1 Heritage Commission budget for \$2,035.00; motion passed.

b. 4150.4 Tax Collection – Following discussion of a stipend increase, Vice-chair Giordano made the motion, seconded by Selectman Johannesen, to approve the 4150.4 Tax Collection budget for \$51,621.00; motion passed

III. Signature File – Selectman signed the 2016-22 payroll and vendor warrant and the 2016-FD#10 monthly warrant.

IV. Warrant Articles – Selectmen agreed to review and move forward warrant articles using the title of the article and without assigning a number at this time.

Vice-chair Giordano made the motion, seconded by Selectman Johannesen, to **move forward** warrant article ***Danville Infrastructure and Facility Non-Capital Reserve Fund***; **motion passed 5-0**

Vice-chair Giordano made the motion, seconded by Selectman Farah, to **recommend** warrant article ***Danville Infrastructure and Facility Non-Capital Reserve Fund***; **motion passed 5-0**

**Article 2017-xx (11/7/16) *Danville Infrastructure and Facility Non-Capital Reserve Fund***

To see if the Town will vote to raise and establish the sum of Ten Thousand Dollars (\$10,000.00) to be added to the Danville Infrastructure and Facility Non-Capital Reserve Fund previously established.

Vice-chair Giordano made the motion, seconded by Selectman Johannesen, to **move forward** warrant article ***Municipal Mosquito Control Expendable Trust Fund***; **motion passed 5-0**

Vice-chair Giordano made the motion, seconded by Selectman Farah, to **recommend** warrant article ***Municipal Mosquito Control Expendable Trust Fund***; **motion passed 5-0**

**Article 2017-xx                      *Municipal Mosquito Control Expendable Trust Fund***

To see if the Town will vote to raise and appropriate the sum of Two thousand Five hundred and Ninety-nine dollars (\$2,599.00) to be added to the Municipal Mosquito Control Expendable Trust Fund established for the purpose of management and spraying for mosquito control.

Selectmen discussed the Elderly Exemption and noted that since the values increased in home assessments, it was time to look at the qualifying yearly income to determine if it should also be increased. Patty said she would look into this to see if there is a percentage increase.

Vice-chair Giordano made the motion, seconded by Selectman Johannesen, to **move forward** warrant article *Modify the Elderly Exemption*; **motion passed 5-0**

Vice-chair Giordano made the motion, seconded by Selectman Farah, to **recommend** warrant article *Modify the Elderly Exemption*; **motion passed 5-0**

*Article 2017-xx (11/7/16)      Modify the Elderly Exemption*

“Shall we modify the elderly exemption from property tax in the Town of Danville, based on assessed value, for qualified taxpayers, to be the following: for a person 65 years of age up to 74 years, **Seventy-three thousand Eight Hundred Sixty-Four Dollars and Fifty-Three cents (\$73,864.53)**; for a person 75 years of age up to 79 years, **One-Hundred Five Thousand Seven Hundred Sixty Dollars and Eight cents (\$105,760.08)**; for a person 80 years of age or older, **One Hundred Thirty Thousand One Hundred One Dollars and Ninety-Nine cents (\$130,101.99)**. To qualify, the person must have been a New Hampshire resident for at least three consecutive years, the person may own the real estate individually or jointly, or if the real estate is owned by such person’s spouse, they must have been married for at least 5 years and the property must be the primary residence. In addition, the taxpayer must have a net income of not more than Thirty-Two Thousand Dollars (\$32,000) or, if married, a combined net income of less than Forty Thousand Dollars (\$40,000); and own net assets not in excess of Seventy Thousands Dollars (\$70,000) excluding the value of the person’s residence.” This article shall take effect for the **2017** property tax year. (Majority vote required).

Vice-chair Giordano made the motion, seconded by Selectman Johannesen, to **move forward** warrant article Update Veteran Credit Eligibility; **motion passed 5-0**

Vice-chair Giordano made the motion, seconded by Selectman Farah, to **recommend** warrant article Update Veteran Credit Eligibility; **motion passed 4-0-1**. Selectman Farah abstained due to being a veteran who may benefit from this warrant article.

*Article 2017-xx (11/7/16)      Update Veteran Credit Eligibility*

To see if the Town will adopt the provisions of RSA 72:28 b All Veterans’ Tax Credit (State approved June 9, 2016 and effective August 8, 2016) to include the Veteran’s Tax Credit for all honorably discharged veterans if the person is a resident of this state who served not less than 90 days on active service in the armed forces of the United States and was honorably discharged.

V. Meeting Minutes

Vice-chair Giordano made the motion, seconded by Selectman Farah, to approve the October 31, 2016 public minutes as amended; **motion passed**.

Vice-Chair Giordano made the motion, seconded by Selectman Farah, to approve the October 31, 2016 non-public minutes as written; **motion passed**. Selectman Cogswell abstained.

Selectman Farah made the motion, seconded by Selectman Johannesen, to approve the November 2, 2016 non-public minutes as amended; **motion passed.** Vice-Chair Giordano abstained.

VI. Old/New Business

Chairman O’Neil gave an update in regards to Casella contract. Some points still need to be negotiated and will be brought before the Board before executing the contract.

Patty gave an update about the PAYT program. Janet received an email from Waste Zero stating that the Board ultimately has the authority to implement the program. They are waiting for a response about implementing mandatory recycling; how to implement it and if it is enforceable.

The 10 paid holidays for 2017 were approved by the Board without changes. These holidays match the state holidays but do not have the additional two floating holidays that the state does.

Selectman Farah brought up the invitation to the School Board reps and the School Budget Committee reps. Patty informed the Board that there were two confirms, one maybe and she had not heard from John Hughes yet. The reps would like to be provided with questions in advanced.

Chairman O’Neil read a statement regarding the reviewed and performance evaluations of both Janet Denison – Assessing/Land Use and Patty Shogren – Admin. The statement follows:

*“The BOS of selectmen has implemented yearly employee appraisals for full time and part time town employees. As part of this implementation, we have reviewed job responsibilities and titles of the town’s two administrative employees-town administrator and the planning/ZBA clerk. Given the job responsibilities of the Assessing/Land Use/Planning/ZBA clerk it is felt that her title should also include the term administrative assistant. Additionally, we reviewed data from several towns of similar size and location in southern N.H (i.e Fremont, Northwood, Sandown) in regards to administrative/finance salaries. In all cases, Danville salaries for administrative staff is <50% of the towns reviewed. While the town has been providing COLA adjustments for the last several years, there have no adjustments in salary with regards to the increased workload of administrative staff due to growth of the town. Based on the performance reviews and job responsibilities, the BOS voted unanimously to raise the combined salaries of both positions by 19% (or approximately \$16,000).”*

**Motion to enter Nonpublic Session** made by Chris Giordano seconded by Sheila Johannesen under RSA 91-A:3, II(e) *Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against this board or any subdivision thereof, or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled.*

<b>Roll Call vote</b> to enter nonpublic session:	Shawn O’Neil	Y
	Chris Giordano	Y
	Kimberly Farah	Y
	Sheila Johannesen	Y
	Judi Cogswell	Y

**Motion to return to Public Session** made by Judi Cogswell seconded by Chris Giordano

<b>Roll Call Vote</b> to return to public session:	Shawn O’Neil	Y
	Chris Giordano	Y

Kimberly Farah	Y
Sheila Johannesen	Y
Judi Cogswell	Y

**Motion: PASSED**

**Motion made to seal these minutes?** If so, motion made by Judi Cogswell seconded by Chris Giordano, because it is determined that divulgence of this information likely would...

Render a proposed action ineffective (legal)

<b>Roll Call Vote to seal minutes:</b>	Shawn O'Neil	Y
	Chris Giordano	Y
	Kimberly Farah	Y
	Sheila Johannesen	Y
	Judi Cogswell	Y

**Motion: PASSED**

Meeting adjourned at 8:27 pm

Non-public minutes recorded by Patricia Shogren