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Town of Danville
Board of Selectmen
May 22, 2017
7:00pm

Video-Recorded

Selectmen Present: Chairman Shawn O'Neil, Vice-Chair Judi Cogswell, Sheila Johannesen, David Knight, Scott Borucki

Others present: Dottie Billbrough – Library Director, Police Chief Wade Parsons, Fireward Brian Delahunty, Fire Chief Steve Woitkin, Bruce Caillouette – Road Agent, Beth Caillouette, Carol Baird

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

Carol Baird announced that a citizen has offered to donate two display cases to the town. In order to accept the gift it has to be approved by the Selectmen under RSA 674:44-44-B.I.

Vice-Chair Cogswell made the motion, seconded by Selectman Knight, to accept the display cases as a donation; **motion passed.**

Brian Harmon of 184 Colby Road has a home business as a masonry contractor, Major Construction and Restoration Inc. Selectman Borucki asked Mr. Harmon a series of questions pertaining to the business to meet Article IV in the zoning requirements.

Selectman Knight made the motion, seconded by Selectman Johannesen, to approve the application for the home business; **motion passed.**

Patty gave the Board an update from Carston Springer regarding the Terra project and temporary alternative access to their property.

II. Department Meetings

a. Library

Dottie updated the Board on the software Learning Express and how it offered practice tests for many certifications including law enforcement, EMTs, paramedics, CDL and fire fighters.

This year's summer reading program will be Build a Better World. The program would highlight communities working together and she was hoping to hold a Touch-a-truck day or touch-a-cruiser day. She would like the departments come by and give talks about what they do. June 17th is kick off date.

Following a query from Selectman Knight regarding the solar panels, Dottie stated that although the electric bill had dropped \$30-\$40, there was still a G2 Demand Charge on businesses that added \$150.00 to the bill. She did note that the panels protected the roof.

b. Fire Department

Chief Woitkun responded to a query from Chairman O'Neil that an oil tank replacement was needed at the elementary school and that the school would contact the FD when this project begins.

He stated that the Fire Association would not be doing a Lobster Fest at Old Home Days, but were discussing having a Chicken BBQ but nothing was confirmed, as yet. He stated he would let Rec know as soon as the Association made a decision.

Chief noted recruitment of volunteers is a little lower than it has been in the past but it is not substantial. He stated he was thinking of incentive programs for this upcoming year's budget for recruiting new fire-fighters.

c. Highway

Bruce updated the Board on Long Pond project. It is projected to start mid- July. He will inform the PD and FD with road blockings. The project is expected to be completed before schools, so start mid-August.

Bruce is hoping to have \$100k left in the budget for paving, he is still deciding on which roads to pave. He is currently working on trimming of roads and ditches.

He will be looking into a 5- year lease for backhoe. He will come before the Board to come up with a plan. In addition, he hopes to have a salt shed in 2 years.

At auction, there are army surplus vehicles. The Town is interested in receiving some of the trucks. There are two fees associated with the vehicles. The maximum cost to the Town is \$6k.

Bruce noted he would like the departments to meet again in the late fall to discuss winter strategies for

d. Police Department

Police Chief Wade Parsons updated the Board on recent cleaning and organizing that was done to maximize space. In regard to new hires, Chief Parsons will be presenting 3 names later, 2 fulltime conditionals and 1 part time employee that can start right away. The new 3 year police contract has been approved with legal and is more well-defined than the previous contract. The department is still looking for a new PT contract or 3 year contract. The new 3-year full time police contract can be modified for PT purposes. The new hires will most likely start in mid/late July.

The new computer that was supposed to be installed in the new car was delayed but will be coming soon. There are issues with the 2008 truck, including rust. The cruiser replacement is looking to be completed next year. It is currently at 150k miles. The department will be looking to ask voters to put money into the Special Detail account to purchase a vehicle when needed.

Through an E-ticket grant, the department will purchase equipment soon to have the ability to print and keep track of tickets electronically in the vehicles. There is a new laptop for administrative license hearings to eliminate travel costs which will allow hearings to be completed remotely.

Chief noted he had put an AED at the Community Center and would coordinate AED training with Emergency Educators/Chuck Hemeon, for employees and others who may be interested in being able to use the equipment.

III. Signature File

Selectmen signed Warrant 2017- #10 Payroll, Warrant 2017 -#10 Vendors, Warrant 2017- #10 Library, Timber yield tax and an elderly exemption.

IV. Minutes

Selectman Knight made the motion, seconded by Selectman Johannesen, to approve the May 8, 2017 public minutes as amended with the addition of the last motion; **motion passed unanimously.**

V. Old/New Business

a. Overtime Policy

Selectman Knight suggested fixing a typo error.

b. Inspection Fee Policy

Selectman Knight asked for clarification on building permit fees. Patty will get an explanation from the building inspector/Janet.

c. Investment- TTF Policy

In the updating, it was noted that some text was lost in the copy/pasting of new information. Patty stated she would fix it.

Selectman Knight asked about unreserved fund balance from the MS-535. He would have liked to see where balance went.

It was noted that the generator that was installed at Goldthwaite park for the band stand needs to be monitored.

Selectman Knight pulled a checklist of the items that need to be completed before the Terra project. He would like to go through and look at where the Town is on the project. Patty stated she would send the OMH stewardship plan out to the new members of the board.

Patty was asked to add the issue of Junk Yards to the next agenda.

Vice-Chair Cogswell made the motion, seconded by Selectman Knight, to go into non-public under RSA 91-A (a):
Roll call vote: O'Neil – yes, Borucki – yes, Johannesen – yes, Knight – yes, Cogswell – yes; motion passed.

Selectman Cogswell made the motion, seconded by Johannesen, to return to public session and to seal the minutes.
Roll call vote: O'Neil – yes, Borucki – yes, Johannesen – yes, Knight – yes, Cogswell – yes; motion passed.

(NP minutes recorded by Patricia Shogren)

At 8:30pm Cogswell made the motion, seconded by Johannesen, to adjourn; motion passed.
Respectfully submitted,

Meghan O'Neil
Recorder- Board of Selectmen