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Town of Danville
Board of Selectmen
December 3, 2018
7:00 PM

7:00 PM - Meeting is Video-Recorded

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

Others Present: Patricia Shogren, Town Administrator, Janet Denison, Land Use/Assessing Administrator; Members of the public: Tim Howard, RMON; Chip Current, Vice-Chair, Planning Board; Carsten Springer, Conservation Chair.

Scott 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. Delegates - There were no delegates from the public. Scott closed the public comment section

II. Budget

Information Technology Budget: Tim Howard from RMON presented the FY2019 #4159.60 budget for \$44,136 and reviewed the line items with the BOS. Consolidated and Comcast provide Internet and phone services for the Town Hall, Community Center, Garage and Police Dept. There is an increase of \$105 in the providers' costs for the Police Dept. Mr. Howard expresses concern regarding the annual precedent of both providers increasing costs mid-year without warning. He has reached out to them, but they have not given any information regarding the potential of increases in 2019. Judi recommended level funding the provider line at \$6420, an increase of \$300. Shawn asked why the different departments had different costs. Patty explained that those costs were for both Comcast and Consolidated and included the phone/fax lines. Tim explains that costs previously budgeted on the webhosting line were moved to Software/Support, leaving only the costs of the domain name on webhosting. Other cost increases included two updated Adobe licenses; increased costs associated with back-ups, servers, anti-virus, and MS Office 365, as well as increased software licenses used by the contractor. Shawn asked why there were increases in a contracted service. Tim explained that it was not an increase in his services, but an increase in the monitoring software. Planned equipment upgrades were included, as Windows 7 would no longer be supported in 2020.

Scott asked if the remaining \$3000 on the FY 2018 would be expended or if it could be used to purchase equipment in FY2018. Patty explains there are several bills she is expecting in December, including purchased equipment that hasn't been received yet. Judi motioned to accept #4159.60 amended to \$44,436. Seconded by Shawn. Vote is unanimous.

 **#4149.60- Information Technology- \$44,436**

Waste Management Budget: Janet Denison presented the FY 2019 # 4323.10 Waste and Recycle collection budget for \$317,503. Janet noted that most of the increase was in the recycling costs. Shawn asked if the costs were based on the number of homes as there were 40 additional house lots added in 2018., Janet replied she had passed that information to Casella and these were the costs cited. Dave asked when Casella's contract was up. It expires in 2020. Judi motioned to accept #4323.10 for \$317,503. Seconded by Sheila. Vote is unanimous.

 **#4323.10 Waste and Recycling- \$317,503**

Bulk Pick up Budget: Janet presented the FY2019 #4323.30 Bulk Pick-up budget for \$45,000. This was an estimate based on the costs for 2018, and the new procedures used for the fall pick-up. Shawn expressed concern that the combined budgets only allowed a \$5000 differential for unexpected increases, with Dave noting that the town actually had to pay extra for recycling the past few months. Scott expressed concern how the budget would be affected if Danville voted to use a default budget and asked Janet if there would be a clearer number by the deliberative session. Dave motioned to remove the fall bulk pick-up from the budget and to include it as a separate warrant article, and to increase the spring bulk pick-up to \$25,000. Seconded by Judi. Vote is unanimous.

 **#4323.30 Bulk Pick-up- \$25,000**

 **Total Waste, Recycling & Bulk pickup- \$342,503**

Dave and Shawn thanked Janet for working so closely with Casella to understand and help mitigate the costs of this contract.

Parks Maintenance Budget: Patty presented the FY2019 # 4520.20 Parks Maintenance budget for \$24,739. She noted this is level funded. There was no further discussion. Shawn motioned to accept #4520.20 for \$24,739. Seconded by Judi. Vote is unanimous.

#4520.20 Parks Maintenance- \$24,739

Shawn noted there was a correction in the Highway Dept. budget from the Budget Committee. Line 4312.30 Stormwater Management was funded incorrectly for \$17,500 and was corrected to \$15,500. Shawn motioned to correct the Selectman's budget line #4312.20 Stormwater Management to \$15,500. Seconded by Dave. Vote is unanimous.

III. Signature File

Shawn opened discussion regarding the Ambulance contract. This is a 5-year, zero cost budget that mirrors the previous budget. There was a short discussion regarding the history of this contract. Shawn motioned to approve the ambulance contract between Danville and Trinity of MA. Seconded by Dave. Vote is unanimous

IV. Old/New Business

Patty noted she is still waiting for the following warrant article:

- Highway Dept- Salt Shed
- Fire Dept- purchase of new vehicle from capital reserve fund
- Police Dept- new station

She is hoping to have those warrant articles for next week's meeting.

Scott reads from a prepared statement regarding compensation for the elected Animal Control Officer. The statement outlines his concern that if the FY2019 Operating budget does not pass, there will be no funding for the Animal Control Officer. He notes the Police Dept. has been filling this open position for 2018 without extra charges. The warrant passed in 2018 creating an elected Animal Control Officer position did not include any funding for a salary or a stipend. He then read his proposed warrant article for a salary or \$4000/year or \$25/call up to the \$4000 as dispatched and logged by Rockingham Dispatch. Returning to his personal comments, Scott outlined his ideas of how this position should be held accountable for the proper logging and verification of calls for payment. For 2018 year-to-date, the Police Dept. has answered 122 animal control calls. The salary in the warrant article would pay for approximately 160 calls.

Dave questioned if the BOS can dictate the process of how calls are handled as this is an elected position. He also questioned the need for a salary, pointing out the many residents who have been elected to and/or volunteered on the Town Boards and Committees, some for many years, with no compensation. He also questioned the liability of the town while the Animal Control was "conducting business" with their own POV. He wanted to be very clear that while he understood Scott's position, he did not personally agree with it; but wanted it clearly understood the voters had a right to express their wishes.

Scott responded that he felt the compensation was a fair way to address the Animal Control Officer issue, but the BOS has a right to require accountability and he wanted that expectation to be very clear. Dave motioned to move forward with the warrant article. Seconded by Sheila. Vote is unanimous.

Patty requests encumbrances from the 2018 budget for purchases made, but not billed.

- To encumber \$3080 from # 4194.10- Government Buildings to pay the balance of the window replacement cost. Sheila motioned to encumber the funds for the windows. Seconded by Dave. Vote is unanimous.
- To encumber \$2000 for Webster Stageshop repairs, previously approved by BOS to pay S.K.Services when the work is completed. Sheila motioned to encumber the funds for Heritage for the Stage Coach stop. Seconded by Judi. Vote is unanimous.
- To encumber \$1200 from #4130.10 ext. 391 to pay the CAI map invoice when received. Sheila motioned to encumber the funds for the maps. Seconded by Judi. Vote is unanimous.
- To encumber \$2332.07 from #4323.20 wd-493 HHW to pay Atkinson for our October participation in HHW day. Sheila motioned to encumber the funds from the Highway Dept. Hazardous Waste Account. Seconded by Dave. Vote is unanimous.

Dave requests that a Highway representative look at the potential of encumbering funds for finishing off the guardrails on the Long Pond Road Bridge. Because this requires a certified installer, it may not happen until spring, but could use funds from 2018. Scott is in favor of continuing this process. Patty will follow up and keep the BOS posted on the process.

Minutes: Judi motioned to accept the November 26, 2018 BOS minutes as written. Seconded by Sheila. Vote: 4-0 Dave abstained due to his absence.

Scott brought up the discussion regarding the elections/ deliberative session for 2019. Previous discussion was to hold voting hours from 8:00AM-7:00PM. Dave motioned to set those as the voting hours. Seconded by Judi. Vote is unanimous. Dave strongly urged those who may not be able to make those hours due to work and commuting to pick up an absentee ballot. There was further discussion regarding snow dates for Candidates Night and the Deliberative Session. Candidates Night will

be rescheduled at the BOS convenience. The snow date for the Deliberative Session is set for Sunday, February 3, 2019. Complete information is listed below under Town Announcements.

There will be a discussion on the Opioid Response Hub program on Monday, Dec. 17 at 10:00AM at the Plaistow Public Library. Sheila stated she would attend. Dave recommends that at least two community members should attend. Patty has forwarded the information to the Police Dept. but has not heard back if anyone has committed to attend.

Scott will approach the Planning Board with a proposed tax exemption for commercial and industrial construction projects. While this is a Selectman's warrant, he would like input from the Planning Board. He asked Chip to remind him of this discussion at the next meeting.

Patty asked Chip if fixing the parking lot as per the insurance inspection report, is part of the Master Plan. Chip responds that it could be as a CIP project. He also reminded the BOS that many of those projects actually are worked into the Highway Dept. budget.

Dave updated the BOS on the ongoing court case. An expected resolution was not reached during the Nov. 19-20 appearance. A continuance has been scheduled for Jan. 25, 2019. He is quite sure there will be an appeal filed after this issue is resolved.

Dave asked about the status of the titled property at 599 Main St. The BOS had not committed to a process. Shawn states there needs to be a viewing time set up and that would require both police officer and a member of the BOS to be present. The bids also need to include the BOS right to refuse all bids, and/or have a non-public reserve. There was no vote taken on any of these measures.

V. Town Announcements

Open Committee Seats:

- ✚ Forestry- 1 open position and 1 alternate
- ✚ Heritage- 1 alternate
- ✚ Planning Board- 2 alternates

TOWN OFFICES WILL BE CLOSED ON MONDAY, DEC. 24, 2018

- ✚ There is NO BOS meeting on Monday, Dec. 24, 2018
- ✚ The BOS meeting scheduled for Monday, Dec. 31, 2018 has been **RESCHEDULED** for **Thursday, Dec. 27, 2018 at 7:00PM**

Parents' Night Out has been rescheduled for Saturday, Jan. 12, 2019 from 6:00PM-9:00PM

Important Voting Information for 2019

- ✚ Deliberative Session: Saturday, Feb. 2, 2019 at the Community Center 10:00AM
 - **Snow Date: Sunday, Feb. 3, 2019 at the Community Center 10:00AM**
- ✚ Meet the Candidates: Tuesday, February 5, 2019 at the Community Center 7:00PM
 - **Snow Date: TBD**
- ✚ Voting: Tuesday, March 12, 2019 at the Community Center 8:00AM-7:00PM

There being no further items to discuss, Judi motioned to adjourn. Seconded by Dave. Vote is unanimous.

Meeting adjourned at 8:30PM

Minutes derived by video provided on the Town of Danville website.

Respectfully Submitted
Deborah A. Christie