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Town of Danville
Board of Selectmen
August 12, 2019
7:00PM

Motion to enter Nonpublic Session made by Shawn seconded by Sheila

Specific Statutory Reason cited as foundation for the nonpublic session: RSA 91-A:3, II(c)

Roll Call vote to enter nonpublic session:	Scott Borucki	yes	
	Shawn O'Neil	yes	
	Sheila Johannesen	yes	
	David Knight	yes	
	David Cogswell	yes	Motion: PASSED

Entered nonpublic session at 7:10 p.m.

Motion to return to Public Session made by Dave seconded by Shawn

Roll Call Vote to return to public session:	Scott Borucki	yes	
	Shawn O'Neil	yes	
	Sheila Johannesen	yes	
	David Knight	yes	
	David Cogswell	yes	Motion: PASSED

Motion made to seal these minutes? At 7:40pm, motion made by Shawn seconded by Dave K

Roll Call Vote to seal minutes:	Scott Borucki	yes	
	Shawn O'Neil	yes	
	Sheila Johannesen	yes	
	David Knight	yes	
	David Cogswell	yes	Motion: PASSED

These minutes recorded by: Patricia Shogren

Meeting is Video-Recorded beginning at 7:42PM

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

Others Present: Steve Woitkun, Fire Chief; Bruce Caillouette, Highway Dept.; Beth Caillouette, Highway Dept.

Scott called the meeting to order at 7:42PM and 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

Storage Unit: Fire Chief Woitkun advises the BOS that Station 2 will be emptied by the end of August. Shawn notes that Dr. Farah of VIS had advised him they wanted to move the schoolhouse by mid-September. Chief Woitkun also asked the BOS to determine the best location for the installation of the storage unit. He noted the original plan was to put the unit by the fuel tanks, however after measuring this location realized it did not meet the town's setback requirements next to the Church property. Sheila asked if the storage unit could be located on the other side of the Fire Station. Chief Woitkun expressed his concern that could affect the residents on Gerry Drive. He noted the unit could be located directly behind the Fire Station to the right of the leach field. David C.

questioned if this was a temporary storage unit. Scott noted they were incurring the expense of putting it on a pad and regardless of what happened it would probably be utilized by various departments as needed. Scott stated he agrees in principle with the setback issues, while noting the town is not obliged to follow them. Shawn agrees and notes the original plan placed the storage unit out of sight as it would be abutting the Church's softball fields. After further discussion, including the amount of removal of brush and saplings, the consensus is to install the storage unit directly behind the Fire Station to the right of the leach field.

New Fire Truck: Chief Woitkun advised the BOS that due to vacations, etc. the Fire Wards would not be meeting until the following evening to discuss the Fire Truck bids and he would bring forward a contract at the next BOS meeting. He expressed concern the preferred vendor had submitted a bid on June 27 and then informed them that there would be price increase of 10% beginning July 1, feeling that bid should have been honored for thirty days. Scott suggests if this is the truck they want, the Chief returns to the company and offer them the contract at the original price. Chief Woitkun reminds the BOS of the substantial discounts that are available with pre-payment and a performance bond.

Dave K. inquires into the status of a recent spill that involved a DES report. Chief Woitkun noted the leaking barrel had been stuck into a sand pile which had absorbed the contaminates. All that remains is the proper disposal of the contaminated sand. Mr. Caillouette stated the sand would be disposed of this week and the DES file closed.

Stormwater Management: Beth Caillouette submitted an updated Stormwater certification plan to the BOS for signature. Dave K. inquired into the updates. Ms. Caillouette notes this is the 2016 certification with updated dates, new MS4 rules, what is used for public participation and involvement, and who is in charge of what. Ms. Caillouette notes the information is very close to her report, but this is the "action" plan for the town to follow. Dave K. motions to authorize the Chair of the BOS to sign the certification plan. Seconded by Sheila. Vote is unanimous.

Scott noted the Planning Board had expressed an interest in applying for an exemption to the MS4 mandate. Ms. Caillouette noted the Town had applied twice and been refused both times. Dave K. asks for a copy of the refusal and is advised that is on the EPA website (all submitted documents are posted on the website). She also notes there is no appeal process for the refusal. Dave K. suggests the BOS attempt another exemption request. Ms. Caillouette advises the BOS to review the 2017 MS4 documents. She notes the MS4 designation is based upon population density as demonstrated by the 2010 census. Lines are drawn arbitrarily and do not necessarily include entire towns. Ms. Caillouette notes the DOT and UNH are also included in the MS4 mandate. She will forward copies of the previous applications. Shawn suggests a different approach to the request may be more successful. Scott emphasizes the exemption is not intended to change behavior, but rather to provide relief from required arbitrary rules and paperwork. On that note, Ms. Caillouette informs the BOS her annual report is due on September 30.

II. Old/New Business

Gold Star Banner(s) for Vets: Scott asks if the BOS had reviewed the materials provided. There is no discussion. Dave K. motions to accept the banners. Seconded by Shawn. Vote is unanimous.

Signature File Items: Scott asks the BOS if there are any concerns with signing the M535. There is no discussion.

- ✚ There is discussion regarding an agenda request for the Aug. 26 meeting, noting there will not be a live video of that discussion.
- ✚ Scott has received a deed of gift from the Hawke Historical Society. Dave K. notes it was received today and that he had not had an opportunity to review it. He was aware there was additional paperwork that needed to be completed, but because he had not reviewed it, was reluctant to advise the BOS to sign it. He requested permission to delay signing the document until the Aug. 26 meeting, giving the Heritage Commission an opportunity to review the documents.
- ✚ Scott noted the BOS had received notice from Long Pond Association [sic] (Bob Griffin with a copy to LPPA) they would be drawing down Long Pond a minimum of five (5) feet. Dave K. notes that residents should pay attention to the letters that were mailed as many have previously expressed concern for their wells.
- ✚ Scott reviews a Position Certificate for the new Police Officer. Dave K. advises him this form provides the employee numbers

School Impact Fee Account: Scott notes there are no monies in this account that are expiring. Shawn explains that he wanted to update the BOS on the account. These are school impact fees paid to the town. If the town does not authorize expenditure of these funds to offset impact to the schools, they are returned to the current parcel owner. He confirms these funds can be used only to offset school impact fees. Scott informs the BOS the current fund is \$171,970, plus interest. Of that amount, \$37,702.79 is due to expire in 2021. Shawn suggests the BOS address the issue now to avoid accidentally missing the deadline and having to refund the fees. Dave K. motions to tell DRA that \$37,702.79 will be used this year. Seconded by Shawn. Vote is unanimous. Shawn asks that Patty contact the School District and forward notice that \$37,302.79 has been voted on for expenditure so the District is aware that has been done.

Bus for Old Home Days: The BOS has received notice that due to insurance regulations, Staci, who had volunteered to drive the bus, must now be paid for driving it. The bus company will not allow her to drive without being paid. The bill detailed the expenses:

✚ Aug. 24- 10:30AM-5:00PM= 6.5 hours= \$552.50.

✚ Aug. 25- 11:00AM-5:00PM= 6 hours= \$510.00

✚ **Total due : \$1062.50**

Dave K. notes this is the same bus used for the “Touch a Truck” event at the school. Patty had asked that this be addressed at this meeting as there is no budget for the bus and it must be paid in advance of Old Home Days. Shawn notes there is a budget in the Recreation Dept. as well as the Revolving account that could cover these costs. Scott confirms that he has been told there is enough money to cover the expense from the approved budget amount and the donation from Casella. Shawn interprets the request as a request for the BOS to move forward with payment, determining which fund to use later. Scott would recommend that given this change in busing expenses, the Recreation Dept. explore other avenues for transportation in 2020. Shawn motions for the BOS to guarantee payment. Seconded by Dave K. Vote is unanimous.

Review of Trash RFP: Dave K. had recommended some changes to Janet. He felt the original RFP only outlined the services that Casella offers. He felt that other bidders should have the option to offer their services. Those changes and a typo have been changed and corrected. Scott has not had an opportunity to review the RFP and expressed reservations putting it out. Dave K. noted if the RFP was not mailed soon, interested bidders would not be able to meet deadlines. There is discussion regarding the date to meet with the bidders, noting the Aug. 26 date is probably not appropriate due to the lack of public access, tentatively changing the date to Sept. 9. Scott motions to authorize the mailing of the trash RFP. Seconded by David C. Vote is unanimous. After further discussion, the consensus of the BOS is to leave the bidders meeting date at Aug. 26.

The BOS reviews an exemption request. Dave K. notes that similar to an earlier request, there is a question of who owned the property on April 1. He would like an answer to that question on this application before responding to the request.

Minutes: The BOS reviews the minutes for the July 29 Non-Public Session. Shawn notes attendance corrections. David C. was an excused absence. Two names were misspelled and were corrected. Dave K. motions to accept the Non-Public minutes as written with the exception of the attendance and misspellings. Seconded by Sheila. Vote is 4- yes. David C. abstains due to his absence.

The BOS reviews the minutes of the July 29 Public meeting. Dave K. motions to accept the minutes as presented. Seconded by Sheila. Vote is 4-yes. David C. abstains due to his absence. Upon further review of the minutes, Sheila noted that on line 32 it is noted that she did not vote, however she did vote. Shawn notes that it is often difficult to know if someone is voting if they are not using their microphones, and that it is important for the public to know how their representatives are voting. He suggests future votes be made with both raising hands and verbally. Sheila motions to correct line 32 to read, “Vote is unanimous”. Seconded by Dave K. Vote is 4-yes. David C. abstains due to his absence.

Scott reads the town announcements listed below.

Dave K. notes he had requested several items be added to this evening’s agenda, however he would like permission to move those items forward one month. Shawn would like to address one item. After a very brief discussion, Dave K. motions that anytime the Town Administrator gets direction from the BOS or any majority of the BOS, she is to




speak for the BOS and those directives are to be followed. Seconded by Sheila. Vote is unanimous. The consensus of the BOS is to wait thirty (30) days on the other items.

Dave K. would like to ask Kim, as the contact for the attorney Gannon, to arrange for Mr. Gannon to meet with the BOS with an update on the second motion now that there is a thirty (30) day delay.





Dave K. informs the BOS that he mistakenly believed the Heritage Commission would have use of both storage rooms on the second floor. However, Patty needs the room on the right side of the stage as secure storage for her documents, so the Heritage Commission cannot use that room. He notes the rest of the second floor is littered with old equipment and requests permission from the BOS to develop a work area for the Heritage Commission with filing cabinets and several work benches in that main area. This area will be roped off and designated for the Heritage Commission. The BOS agrees to this request. Scott notes that the BOS will need to address cleaning out the second floor at a future meeting.

III. Town Announcements

Open Committee Seats:

-  Heritage Commission- 1 open position and 2 alternate position
-  Budget Committee- 3 open positions
-  Forestry- 1 open position

Recreation Committee

-  Old Home Days begin Friday, Aug. 23 with Movie night. Activities are planned for Saturday, Aug 24 and Sunday Aug 25.
-  The Fire Department will host "Touch a Truck" on Saturday, Aug. 24 at the School. Parking is available at the Community Center and the Church
-  Old Home Day Fireworks are scheduled for dusk on Saturday, Aug. 24. Rain date is Sunday, Aug. 25
-  The Selectman will hold their Annual Meeting in the Old Meeting House on Monday, Aug. 26 at 6:00PM

There being no further items to discuss, Scott requests a motion to adjourn. David C. motions to adjourn. Seconded by Shawn. Vote is unanimous.

Meeting is adjourned at 8:39PM.

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

Respectfully Submitted
Deborah A. Christie