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Town of Danville  
Board of Selectmen  
April 08, 2019  
7:00 PM

7:10 PM

Meeting is Video-Recorded

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

Others Present: Patricia Shogren, Town Administrator; Members of the public: Police Chief Wad Parsons, Chip Current, Planning Board/Police Facility Committee; Charlie Zilch, Surveyor; Carsten Springer, Conservation Committee/ Police Facility Committee; Bruce Caillouette, Highway Road Agent; Beth Caillouette, Judi Cogswell, Kathy Beattie

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**

Bruce brought forward a purchase request for the blue bags needed for the Town Clean-Up day.  
Shawn motioned to authorize the BOS Chair to sign for the purchase. Seconded by David C. Vote is unanimous

**II. Old/New Business**

***Preliminary site plan review:*** Bruce Caillouette, Charlie Zilch, and Chief Parsons join the BOS at the table to discuss the building plans for the Salt Shed (Highway Dept.) and the new Police Station. Mr. Caillouette notes that both structures will be constructed on the same site. He presents the BOS with several Salt Shed construction material options. Shawn notes that he has seen a combination of concrete block base/wood wall. Bruce also shows a product from Calhoun Co. featuring a fabric roof. While he notes the fabric roof is less expensive, it only has a 30-35-year life span vs. other roofing materials with a lifetime span. He expresses concern regarding the fabric withstanding the NH winters of snow, ice, and heavy winds. Bruce also informed the BOS that company AST offered "plans only" for \$12,000, but he considered this an exorbitant expense. He noted the difference of a concrete block base was almost \$100,000. A shed constructed of entirely of pressure treated wood was substantially less expensive.

Scott notes that Dave K. had expressed a desire to explore possible cost savings by planning and constructing both the salt shed and the new Police Building at the same time.

Mr. Zilch informed the BOS that he had reviewed the building site. It is a 7-acre lot that he feels is large enough for both buildings. However, he noted the site has multiple contours and elevation changes. He has noted the lot is covered with surface boulders and most likely will have substantial ledge beneath the soil. There are wetlands on the east side of the lot. He feels the majority of the lot is well suited for both buildings. There is great access to Rte 11-A with little need for road improvements. Mr. Zilch feels the first step is to get a complete "existing conditions" plan together and to understand what both departments' needs are. He gave for example the Salt shed site would need its' own access in and out as well as room to maneuver the trucks. While discussing the Police Building, Mr. Zilch noted that he worked with Chief Savage of the Plaistow PD during the construction of their safety building and there was discussion of building a 2-story, standalone Police Dept. building behind the Safety Building. His main point is there are opportunities to do a number of different layouts on this property with good planning.

Mr. Zilch noted that to plan “existing conditions”, they would need to map out wetlands, and while the property was previously surveyed in 1989, there are a couple of stone walls, so they need to confirm the back lot line. Scott reiterates the BOS desire that everyone be on same page to maximize the use of the lot for both departments. Mr. Caillouette reiterates the contour of the property is going to drive the layout of the buildings.

Carsten Springer notes that in terms of the Police Building, it is less expensive to build up rather than out, and that managing ADA laws requiring access from both floors is less expensive. Mr. Zilch notes the building development in Plaistow went through several iterations before eventually ending up as an addition to the Safety Building due to cost constraints.

Sheila noted that the Town would eventually need a new Town Hall, a total of three offices in the future. Scott responded there is a need to prioritize these projects. Sheila responds that the BOS should be also considering future plans in this process.

Patty asks if the water supply is sufficient for the new Police Station. There is a Hampstead water line directly through the property. The Police Dept. would need additional water for showers for the gym and washing the vehicles. Mr. Springer noted the installation of two 500 gal/min hydrants and a 3” water line suggested there was plenty of water available through the existing water line. Scott suggests drilling a well for vehicle washing rather than use a public water supply. Beth Caillouette expresses concern of the possible need and expense of installing a holding tank for vehicle washing due to the slope of the lot; noting this also becomes a storm water issue by adding impervious surfaces with next to a water line. Scott asks if there is a possibility of installing rainwater collection tanks. Mr. Zilch responds the traditional management of runoff is through grading and drainage. He notes that adding an infiltration system under impervious surfaces is very expensive; noting the contours of the lot provides many opportunities for successful standard drainage management.

Scott asks if the best plan is to wait before continuing with Salt Shed. Mr. Caillouette notes he has more excavating to complete, plus the installation of gravel and top soil. He notes the Highway Dept is doing the site work to save money. Mr. Zilch cannot state if continuing this process will affect the development of the lot for the Police Station. He notes that completing an “existing conditions” plan will take 4-6 weeks. Mr. Caillouette states there is little impact on what he is doing as he is still exploring construction options for the Salt Shed. He stated the size he is currently looking at is 80'x60', smaller than the original 100'x60', noting that the smaller shed will not be able to hold everything.

Scott reiterates his desire to move forward with the site plans. Mr. Zilch stated he would get a cost proposal to them as quickly as possible so an accurate depiction of the lot can be developed. Patty questions if the costs were covered in the Warrant Article 19 approving \$12,000 for the costs of the designing and planning the new police station and is answered in the affirmative. The consensus of the BOS is to move forward with the “existing conditions” planning as quickly as possible.

Mr. Caillouette noted that David K. expressed an interest in having the site work for both buildings completed by the same party. He notes that site work for the salt shed is minimal and that he can complete the largest part of it, having the contractor for the Police Station complete the finish work such as retaining walls, etc. Sheila questions if Mr. Caillouette has the knowledge necessary to prepare the site. Mr. Caillouette responds he has 25 years of experience with these projects. Scott asks Mr. Zilch if it would affect the plan if Mr. Caillouette continues to develop the site. Mr. Current expresses little concern regarding the actual site work completion, feeling there is plenty of room for the Police Station. Mr. Springer, while having no doubts about Mr. Caillouette's knowledge and ability to complete the site work, expresses concern that continuing the site work would be doing twice the work, particularly if changes needed to be made after the plan is developed and suggesting that excavating for the Police Station could provide the backfill for the Salt Shed site. Mr. Caillouette takes exception to the idea, noting that given the poor soil quality of the site, the backfill would not be of the necessary material needed for Salt Shed. He also noted that he would be expanding the development of the Salt Shed site for any adjustments that may be needed.

Scott suggests Chief Parsons work closely with Mr. Zilch on developing the needs and plans for the Police Station. Chief Parsons suggests that Mr. Springer and Mr. Current also remain well involved in the process. Mr. Springer voices his opinion that there is great opportunity for good planning given the expertise represented on both the BOS and the Police Station Committee; noting that it is much less expensive to do things right the first time. Scott agrees, stating that the Town should not be settling, but should be planning for a structure that will work adequately now as well as in the future. Mr. Caillouette will work to provide several Salt Shed construction options to the BOS including various sizes, shapes, pros and cons.

David C. motions to authorize payment to Mr. Zilch up to \$12,000 as approved in Warrant Article 19 for the study. Seconded by Sheila. Vote is unanimous.

**Animal Control:** Sheila updates the BOS on the status of the laptop. Lt. Welch has the laptop, which will be updated with all the necessary software and access and should be back to her on Wednesday. Scott inquiries regarding the issues of access to the necessary reporting software. Sheila states that has been resolved and her report forms can be accessed independent of the Police Department. Shawn asks regarding the process of invoicing for AC calls. Scott explains that Rockingham Dispatch provides an itemized call list to the Police Department every month and he is assuming invoicing and payment will be based on those reports. Scott also reminds Sheila that if she is called directly, while she can begin addressing the issue, she will need to ensure that person follows up with a call to Rockingham Dispatch for proper documentation.







**Fireworks:** Patty presents two proposals received by the Recreation Committee for a Fireworks display on Old Home Day. The Recreation Committee expresses its preference for JP Pyrotechnics. Patty reminded the BOS that the continued lack for response from Atlas last year resulted in the cancellation of the fireworks display. Upon further review, the amount of the JP Pyrotechnics contract was not listed; however, a check with the Committee confirmed it was \$4000, the same as the Atlas proposal. Due to time constraints regarding scheduling, Shawn motions to authorize the BOS Chair to sign a corrected contract up to \$4000. Seconded by Sheila. Vote is unanimous.

**Minutes:** Public minutes for March 25 are reviewed. David C. motions to accept the minutes as written. Seconded by Sheila. Vote is 3 yes, 1- abstention. Sheila abstained due to absence.

Non-Public minutes are reviewed, and several changes are made. Shawn motions to accept the March 25, 2019 non-public minutes as edited: Judi's name is changed to David and Sheila's absence is noted as excused. Seconded by David C. Vote is 3 yes, 1 abstention. Sheila abstained due to absence.

**Signature File:** Patty reads the announcements listed below as the BOS reviews the signature file. She will follow up Scott's questions regarding the ban with a review of past minutes. Shawn informs the BOS that John Hughes, their candidate for the School CIP committee has already been appointed to the committee as the Budget Committee representative. Patty notes the opening is on the website. She suggests the BOS might consider Mrs. Springer if she is still available as she has previously expressed an interest in representing Danville through the School District.

Scott has reviewed a list of proposed appointments and finding no conflicts puts forward the following:

-  Kathie Beattie- Recreation Committee
-  Carol Baird- Heritage Commission
-  Scott Borucki- Cable Committee
-  Chris Stafford- Zoning Board
-  Roger Whitehouse- Cable Committee
-  Roger Denison- Zoning Board

Shawn motions to accept the slate of appointments as presented. Seconded by Sheila. Vote is unanimous. Scott abstains from voting on his appointment.

Patty notes the new windows have been installed. She is quite pleased with them.

BOS reviews a deferral request and does not wish to address it at this time. Sheila motions to put the deferral request on hold. Seconded by Shawn. Vote is unanimous.

### III. Town Announcements

#### Open Committee Seats:

- ✚ Heritage Commission- 1 alternate position
- ✚ Planning Board- 3 alternate positions
- ✚ **NEW** Cable Committee- 2 seats. Meetings will be held the first Wednesday of each month at 7:30PM

**“New to Medicare” Workshop** will be held Wednesday, June 12 from 2:00PM-4:30PM at the Community Center

**Bulk Pick-up** is scheduled for April 27. All completed forms must be submitted by April 18. Please remember this is for **BULK** items **ONLY**.

#### Recreation Committee

- ✚ Senior Coffee Hour is Friday, April 26 at 10:00AM at the Community Center
- ✚ Mother’s Day Pancake Breakfast: Saturday, May 4, at the Community Center from 8:00AM- 11:00AM.
- ✚ Earth Day Clean-Up: Saturday May 4, 8:00AM-11:00PM concurrent with the Pancake Breakfast. There will be activities for the children. Blue bags and gloves will be provided.
- ✚ **Save the Date!** Senior Trip has been scheduled for Saturday, June 22 for Squam Lake. Cruise and Lunch included. Watch for further details in the near future!
- ✚ Recreation Committee will be forming a sub-committee for Old Home Day.  
If interested please contact them at [Recreation@townofdanville.org](mailto:Recreation@townofdanville.org)

There being no further business to discussion, Scott seeks a motion to adjourn. David C. motions to adjourn. Seconded by Sheila. Vote is unanimous.

Meeting is adjourned at 8:09PM

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

Respectfully Submitted  
Deborah A. Christie