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Town of Danville  
Board of Selectmen  
June 1, 2020  
7:00 PM

7:00 PM  
Meeting is Video-Recorded

Selectmen Present: Shawn O'Neil, Chair; Steve Woitkun, Vice Chair; Sheila Johannesen, Dottie Billbrough, and Joshua Horns

Others Present: No others present at tonight's meeting

Shawn called the meeting to order at 7:00PM 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**

There are no delegates to address the BOS. Shawn closes the delegate session.

**II. Old/New Business**

**Town Administrator:** Shawn announced a public notice that the candidate that had originally taken the position of Town Administrator has decided not to take that role. The BOS will be discussing how to proceed during the Non-Public session immediately following tonight's meeting.

**Minutes:** The BOS reviews the minutes for the May 18, 2020 BOS meeting. Regarding the previous discussion of the Salt Shed, Shawn asks Sheila to follow up on her correspondence to Mr. Caillouette regarding other locations. He asks that she provide Mr. Caillouette with the exact mailing address so that he can send "it" to them. He also requests that Sheila cc himself and Patty with that information.

Shawn notes that he has not received any feedback from any of the Town depts. regarding re-opening procedures as discussed at the May 18 BOS meeting. He will ask Patty to inquire into that matter again, noting the BOS needs information on the procedures, needed equipment, etc. Dottie notes the departments will need cleaning supplies and possibly Plexi-glass shields. Shawn states the Town needs to begin the process of re-opening. He notes the limitations of remote access, the fact that there are several processes that cannot be done remotely and particularly noting the extra charges to residents if they have to use their debit or credit cards to pay for transactions because they cannot pay for them in person.

There being no further discussion or follow-up on the minutes, Steve motions to accept the May 18, 2020 minutes as presented. Second by Dottie. Vote is 4 yes. Joshua Horns abstains as he was not a member of the BOS at that time.

Shawn formally introduces Joshua Horns to the BOS members and thanks him for stepping forward and being willing to serve again. Joshua responds that he is glad to be back and is looking forward to working with the members of the BOS.

**Signature File:** Shawn has a recommendation to appoint Bonnie Bowley to the Conservation Commission. Steve motions to appoint Bonnie Bowley to the Conservation Commission. Second by Sheila. Vote is unanimous (5-0).

Shawn reviews a LUCT tax warrant and asks if the BOS understands what the LUCT (Land Use Change Tax) tax is. Steve responds that his understanding of the tax is that it is assessed when land comes out of current use. Shawn explains that 100% of the LUCT tax proceeds go into the Conservation fund.

Shawn asks if the BOS had reviewed an e-mail from Kim Burnham (Tax Collector) regarding 599 Main St. and the Department of Justice (DOJ). Shawn notes that he will update Joshua on the issues. The Town is working on finalizing an agreement with the DOJ and will need signatures from the BOS. Shawn asks if the whole BOS should sign the agreement or if they want to authorize him to sign on their behalf. Sheila states she feels the whole BOS should sign. Joshua notes he has not read the agreement yet.

Shawn reads the Town Announcements listed below.

Dottie notes that she has been getting questions regarding the bulk pick-up. Shawn responds that the second bulk pick-up is still scheduled for around October. He notes that with the current state of COVID-19 and the fact that the state is still under a stay-at-home order, the Spring bulk pick-up is still postponed. Sheila asks if the bulk pick-up scheduled for October is "safe" from cancelling. Shawn notes that no one really knows what will be happening in the fall.

Dottie informs the BOS that she and Sheila will be attending a webinar from the NHMA (New Hampshire Municipal Assoc.) on Wednesday, June 3 regarding re-opening public buildings. She notes that she believes they will be able to ask questions of NHMA attorneys regarding liability, but if that is not possible, they may need to talk to Town Counsel.

**GOFERR Grant:** Sheila updates the BOS that the first round of the grant process is completed and ready to go. The amount of the grant request is \$14,413.88. She will forward a copy of the form to the BOS. Shawn asks that she cc the form and documentation to the BOS and to the Town Administrator. Dottie reminds Sheila that Patty has prepared a binder for all the grant documents.

### **III. Town Announcements**

#### **Open Committee Seats:**

 Cable Committee – 1 open position

June 1- National "Say Something Nice Day"

There being no further items to discuss, Shawn requests a motion to go into Non-Public session under NH RSA 91-A: 3, II (a). Dottie motions to go into Non-Public session under NH RSA 91-A:3, II (a). Second by Sheila. Roll Call Vote: Shawn O'Neill- yes, Steve Woitkun- yes, Sheila Johannesen- yes, Dottie Billbrough- yes, Joshua Horns- yes. Non-Public session entered at 7:30PM

Steve motions to return to return to Public Session. Second by Sheila. Roll call vote to return to public session: Shawn O'Neil- yes, Steve Woitkun- yes, Sheila Johannesen- yes, Dottie Billbrough- yes, Joshua Horns- yes.

Steve motions to seal the minutes of the Non-Public Session. Second by Josh. Roll call vote to seal the Non-Public minutes: Shawn O'Neil- yes, Steve Woitkun-yes, Sheila Johannesen- yes, Dottie Billbrough- yes, Joshua Horns- yes. Minutes of the June 1,2020 Non-Public meeting are sealed.

Public Session of June 1, 2020 meeting is adjourned.

Non-Public Minutes provided by BOS member Dottie Billbrough  
Public Minutes derived by video provided on the Town of Danville website.

Respectfully Submitted  
Deborah A. Christie