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Town of Danville  
Board of Selectmen  
Annual Meeting at the Olde Meeting House  
Monday, July 26, 2021  
7:00 PM

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The meeting is Video-Recorded from the Olde Meeting House

Selectmen Present: Shawn O'Neil, Chair; Steve Woitkun, Vice-Chair; Sheila Johannesen, Dottie Billbrough, and New elected BOS member Scott Borucki

Others Present: Kimberly Burnham, Selectmen Administrator;

Shawn called the meeting to order at 7:00 PM. Shawn explains that the BOS must meet once a year at the Olde Meeting House in order to maintain the record of having the oldest, active meeting house in the State of New Hampshire.

**I. Delegates**

Shawn asks if there are any members of the public not on the agenda who wish to address the BOS. No members of the public ask to speak. Shawn immediately closes the Delegate session.

**II. Agenda**

***New BOS members and BOS Elections:*** Shawn notes that he and Sheila Johannesen were re-elected to their three (3) year seats on the BOS. He also welcomes back newly elected BOS member Scott Borucki. Mr. Borucki has served on the BOS in the past and has been elected to serve out the remainder of a vacated seat that has been filled over the past two years by appointees Joshua Horns and Dr. Kim Farah, until the next Town election in 2022.

Shawn states the usual procedure after the Town elections are the election of the Chair and Vice-Chair for the BOS. Sheila states that she would like to refer to last year's discussion of how the Chair and Vice-Chair positions are chosen and would like to "move it along so that other people have a chance to serve as the Chair and Vice-Chair." She states that she would like to move Steve up to the Chair position and nominates Dottie to fill the Vice-Chair position. Steve declines the nomination to be Chair. Sheila offers the option of Steve remaining Vice-Chair and nominates Dottie for the position of Chair. Scott states that he would like to maintain the "status quo, and nominates Shawn as the Chair and Steve as the Vice-Chair. Shawn confirms the consensus of the BOS is for Steve to remain as the BOS Vice-Chair. He calls for a vote on Steve's nomination for Vice-Chair. The vote is 4-yes, 0- no, 1-abstention. (4-0-1) Steve abstains from the vote. He will continue to serve as the BOS Vice-Chair.

Sheila explains that Shawn has been the Chair for a long time and feels it is time to rotate that position. Shawn states that he understands her position. He calls for a vote on Dottie's nomination for Chair. There are two (2) yes votes. Shawn calls for a vote on his nomination for Chair. There are three (3) yes votes. Shawn will continue to serve as the BOS Chair.

**III. Old/New Business**

***Signature File:*** Shawn notes the BOS has previously signed all the payroll and payment warrants.

**Minutes:** The BOS review the minutes for the July 12, 2021 BOS public meeting. Dottie motions to accept the minutes as written. Second by Sheila. The vote is 4- yes, 0-no, 1-abstention. (4-0-1). Scott abstains because he was not on the BOS at that time.

The BOS review the minutes for the July 12, 2021 Non-Public BOS meeting under NH RSA 91-A 3:II(c) and NH RSA 91-A 3:II(d). Sheila asks if the minutes for each section should be separated as they were two different discussions. Shawn states that he believes it is not necessary as the minutes demonstrate that there were two different discussions. Dottie motions to accept the minutes as written. Second by Sheila. The vote is 4-yes, 0-no, 1-abstention. (4-0-1). Scott again abstains because he was not on the BOS at that time.

**Home Business Application:** Shawn reviews a home business application for “junk removal”. According to the information contained in the application, everything will be done “offsite” and there is no storage at the home. The applicant will be using his pick-up truck for removal, but nothing else will be kept on site. Shawn refers to the protections offered from the Town’s “junkyard” ordinances and states the applicant has answered all the questions satisfactorily. He recommends the BOS approve and sign the home business application.

**Samuel Eaton Trust Update:** Kim states that she has had a response from Kelly (Trustee of the Trust Funds) and that Director Donovan from the Dept. of Justice (DOJ) has recommended that the school district request the distribution of income earned from the Eaton Trust. The SAU was notified of this recommendation and Kelly is currently waiting on receiving the written request for the funds. Director Donovan states that he also believes the trust to be alive and well., but if the Trustees of the Trust Funds believe differently, they could have further discussion on the issue. Kim notes that Kelly is planning on having a meeting with the other Trustees, however, one person is on vacation. Shawn states that the BOS has made a lot of progress on this issue over the past several months. Shawn states that is it good to get so much resolved so that everyone knows the intent of the will and the Trust. He notes that “it was one of those things that fell through the cracks over the years, one of the results of having a small government and volunteers.”

**American Relief Program Update:** Shawn asked Sheila for an update on this program. Sheila states that she has applied to the program. She has submitted the application and is now in the process of seeing what the Town can do with those funds, so the process begins of how to spend those dollars. Shawn notes that the Town needs to come up with proposals and that most of the grant details what those funds can and cannot be spent on. He expresses his concern that he does not want the Town to be in the situation where it thinks a project is covered under the grant, spends the money to complete the project, and then finds out it was not covered and the Town will not get reimbursed. Sheila explains there is a whole process involved. Shawn agrees and notes that he just wanted a general update at this time.

Shawn notes that because of the lack of technology, lights, and electricity at the Olde Meeting House, he tries to keep the public agenda light.

**Holiday Calendar:** Kim notes that the Christmas holiday will be observed on Friday (Dec. 23), a day that the Town Offices are already closed. Because this is a payroll week, she would like clarification on how to handle that situation. Shawn clarifies that the Police Dept always observes the holiday on the actual holiday. The rest of the Town departments would be observing the holiday on that Friday (Dec. 23). He notes the issue will need further discussion at another meeting. Kim reiterates she was asking strictly for payroll purposes.

Shawn reads the town announcements listed below. He notes there is a change in the hours for the Flea Market this and wants to add that the Flea Market is hosted by the Danville Police Association.

#### **IV. Town Announcements Calendar**

 **August 9- Monday:** Board of Selectmen’s meeting at the Town Hall at 7:00 PM

**Olde Home Days Schedule:**

- ✚ **August 27- Friday:** Movie Night- dusk at Day Field
- ✚ **August 28- Saturday:** Olde Home Day- a variety of events 11:00 AM-3:00 PM at Day Field
- ✚ **August 28- Saturday:** Fireworks Display- dusk at Colby Field (currently there is no rain date)
- ✚ **August 29- Sunday:** Olde Home Days Flea Market- 11:00 AM to 3:00 PM at Day Field (Hosted by the Danville Police Association)

**Olde Meeting House:**

- ✚ **August 29- Sunday:**
  - Boy Scout Flag Raising at 9:30 AM
  - Pastor David Hammer of the Danville Baptist Church will provide a service at 10:00 AM
  - Open House 1:00 PM- 3:00 PM

There being no further items to discuss. Shawn adjourns the meeting at 7:15 PM.

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

Respectfully Submitted  
Deborah A. Christie