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Town of Danville
Board of Selectmen
Monday, November 15, 2021
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 Scott Borucki

Others Present: Kimberly Burnham, Selectmen Administrator; Carsten Springer, Chair, Conservation Commission, Chair, Forestry Committee; Robert Loree, Vice-Chair Conservation Commission, member of Forestry Committee; Barry Hantman, Chair, Planning Board, Chair, Cable Committee; Chip Current, Vice-Chair, Planning Board; Stacie O’Connor, Coordinator of Danville Fields; Jimmy Seaver, Road Agent; Andy Ward, Highway Dept.; Danville Police Chief Wade Parsons; LT Justine Merced, Danville Police Dept.; Ann Massoth, Director, Colby Memorial Library; Tom Billbrough Jr., Assistant Director, Colby Memorial Library; Judy Jervis, Trustee, Colby Memorial Library; Kelly Merritt, Eversource; Bill Hayes, Eversource; Cole Walgrave, Eversource; Tracy Tarr, Eversource. Danville residents: George Nelson, Lisa Barr, Scott Barr, Reni Mylonas, Theo Mylonas, Toulia Mylonas, Lisa Stith, Haeyoon Jacobus, Wayne Brown

Shawn called the meeting to order at 7:00 PM 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. Public Hearing:

Shawn explains the first order of business is to hold the Public Hearing as posted under NH RSA 31:95-B to approve the American Rescue Plan Act (ARPA) Grant funds of \$476,966. of which the Town has currently received \$238,483.01. Dottie motions to open the Public Hearing as posted under NH RSA 31:95-B. Second by Sheila. Vote is unanimous (5-0).The Public Hearing is opened at 7:02 PM.

George Nelson asks if the public hearing is about what the Town can do with the grant money. Shawn explains there are specific guidelines on what the Town can spend the ARPA grant funds on. This meeting is to see if the Town will accept these “unanticipated funds”. Shawn states that the NH law states the Town must hold a public hearingⁱ but notes that in the NH State Legislature there was some discussion that it wasn’t necessary for the ARPA Grant. This generated some prior discussion with the BOS if the public hearing was necessary especially because the BOS had held an earlier meeting to get public input on how to use the ARPA funds. The public hearing that was being held tonight was to ensure that the process of accepting the funds was complete.

Mr. Nelson states that he is “going out on a limb with a completely radical thought about the money; give it back to the taxpayers. It came from us and that’s where it belongs.”

Scott Barr asks how the spending of the ARPA grant will be monitored to make sure “it’s going the right way.” Shawn explains that the Fed’s will have an auditing process to account for all the money and the Town will also have to account for what that money was spent on to make sure it falls under the guidelines of the program. Shawn states the grant is “infrastructure-based”, very long, and very detailed. Some of the projects the BOS are looking to include are scanning and storage of Town documents, and the BOS is trying to assess infrastructure needs that can be met by the grant to lessen the burden on the taxpayers. Mr. Barr asks if the BOS will vote on spending the grant funds. Shawn states the Town will know because the BOS will be discussing ARPA projects at every meeting. Mr. Barr confirms that if they (the townspeople) pay attention, they will know how the grant funds are being spent. Shawn emphasizes that the BOS is trying to be very transparent with how they will be spending the money. Mr. Barr asks if there are “any strings attached” to the grant money. Shawn states there are “no strings, just restrictions on what

the money can be spent on, on the purpose of the grant.” Mr. Barr expresses his concern that after the grant money is spent, the Feds can come in and dictate to the Town. Sheila reassures him there are no strings attached to the grant.

Sheila explains that any unspent funds at the end of the grant will be returned to the Feds. Shawn notes that Sheila has told the BOS that grant money from other towns that did not accept the ARPA funds will be aggregated and redistributed to the towns and municipalities that did participate in the grant. Mr. Barr confirms that if the Town makes a mistake and uses the funds for an unapproved project, the Town must pay that money back. Shawn confirms this and notes the BOS is working hard to make sure that doesn’t happen.

Carsten Springer asks to follow up on Mr. Nelson’s and asks how the grant “defines spent”. He notes the Town has several long-term lease payments, and the Town has been putting money aside for the Highway Dept and the Fire Dept. for things that are “contracted to be purchased, or have been purchased with loans. As long as they are within the guidelines of the grant, can the Town hold the grant funds in those accounts, like encumbering?” Sheila explains that the grant can’t be spent like that. Carsten confirms the money must be “spent”. Shawn clarifies the grant funds can’t be used to pay a previous obligation.

Haeyoon Jacobus asks how the BOS intends to spend the ARPA grant. Shawn reminds her of the discussion of document scanning at the earlier meeting and notes that the BOS is in the process of getting additional quotes. Ms. Jacobus asks if there are other projects. Shawn explains the BOS is still discussing them. He reiterates it is an ongoing process that will be discussed in future meetings until the BOS votes and spends the first installment of \$238,000. Ms. Jacobus asks what the deadline is to use the funds. Sheila explains the Town doesn’t need to spend all the money from the first payment, any funds not spent will roll over and be added to the second payment. Ms. Jacobus confirms the Town has a few years to decide (how to spend the money). Shawn notes that he doesn’t see the Town putting spending the funds off for years, but he also doesn’t see the BOS spending the funds within months until they have everything figured out. He estimates it will be January-March before the first projects are approved for the grant. Ms. Jacobus asks if the public will continue to have input. Shawn states the BOS has always been supportive of the delegate session for public input.

Lisa Stith states she believes the BOS will spend the grant money to the best of their ability but asks if there are any approvals of the projects as the BOS goes along. Shawn explains that the BOS has been trying to find someone in the State that oversees the ARPA grant program so the BOS can check and make sure the proposed projects are with the grant guidelines and the BOS can have a written trail of the projects’ approval. Ms. Stith confirms with Sheila that the Town has to start spending the grant by 2024 and must return any unspent funds by 2026, so the Town is not in any hurry. Shawn reiterates there are guidelines.

Lisa Barr asks if the ARPA grant funds can be used for a Police or Fire station. Shawn states he believes that it can be because that is infrastructure. Ms. Barr states the BOS should look at that due to the issues with the Police Station and they need support.

Shawn confirms there are no more comments from the public. Dottie motions to close the public hearing. Second by Sheila. Vote is unanimous (5-0). The public hearing is closed at 7:12 PM.

II. Delegates

Eversource Issues: Shawn outlines the issues with the ongoing Eversource line maintenance project. He explains that the BOS has received multiple complaints regarding the vegetation clearing, the logistics regarding notifications, the use of Town access without the Town’s knowledge, and access into the easements. Shawn states the Town had done some prior work and created permanent wetland crossings that were crossed by Eversource equipment and created ruts. He states these issues need to be addressed. Shawn expresses his concern that the Town does not currently have a good relationship with Eversource, that it needs a good relationship because “the power companies will always be in here to do these things and this has to get solved and solved completely.” Shawn reminds Eversource that their contractors (vendors) are Eversource representatives and even if Eversource is not aware of what their contractors (vendors) are doing, it is still Eversource’s responsibility and they need to own it. Eversource

needs to be on top of their contractors (vendors) to ensure they are complying with the Town's rules and regulations. Shawn notes the Town has been very accommodating over the years to work with any agency. He notes there is anger when an agency "comes in like wild cowboys and do whatever they want." Shawn states that he is "tired of dealing with Eversource and can't believe the stuff he is seeing."

Shawn invites the Eversource representatives to the table and acknowledges they are in "an unpleasant environment". He reassures them that the Town will be civil in addressing the issues.

Kelly Merritt introduces himself as the Communication Specialist for Eversource. He explains that after forty years, Elizabeth LaRocca retired and he has stepped into her position. Mr. Merritt states that they are there to listen, this is a "hearing session", and he wants to have a good relationship with the Town. He explains that Eversource operates a transmission line right-of-way for three (3) lines that are an important part of providing energy to NH. Mr. Merritt introduces **Cole Wargrave** as the person doing outreach with the Granite State Management Project. He also introduces **Tracy Tarr**, who oversees environmental permitting, and **Bill Hayes** who oversees station management.

Mr. Merritt states that the 2021 projects included the replacement of some transmission structures and that this is all about the resiliency and reliability of the system. He notes that with the installation of ground wire cables, Eversource was able to keep power going during storms, and these cables lessened the impact of lightning on the power lines. Mr. Merritt also explained that Eversource has a three (3)-year cycle of vegetation management on their right-of-ways. He states that in early 2021, Eversource and the Town tried to come to an agreement on a permanent access easement, but they could not come to terms. However, Eversource is interested in negotiating a limited or short-term access agreement for each project.

Shawn explains the complaints: 1) There was no matting at the sites until after the Town brought that to Eversource's attention on Tuesday. The matting was not brought in until Thursday, it was clean and never utilized. 2) Shawn provides pictures of the large trees that were cut. He notes that vegetation management is every three (3) years and that Eversource should be cutting vegetation that has three (3) years of growth. Shawn states that Eversource has been cutting down trees with a 30" diameter, and these are "not three-year-old trees." His question is why, when cutting "vegetation" is Eversource cutting large trees? Shawn asks what happens to the timber after the trees are cut, noting the timber is owned by the landowner. Shawn states that he believes the landowners were probably not notified of the timber cut and reiterates his question of what happened to that timber. Shawn notes that he has heard stories that some of this timber was dragged to other locations so the landowners can't get it. 3) Shawn has pictures of the ruts made in the permanent wetland crossing. He shows these to Mr. Merritt so that he can see the damage that was done. Shawn notes that the complaints got so bad it was "information overload". He states that the public in attendance at tonight's meeting are all concerned with Eversource and asks Mr. Merritt to address the issues and answer the questions from the public.

Bill Hayes steps forward and introduces himself as the Chairman of Vegetation Management. He explains that **Rickie Sampson** is an arborist that works for him and he is the person that is out on the job daily. Mr. Hayes explains that this project, named NH3 is sixty-five (65) miles long and encompasses just over 900 acres. The project started one-and-a-half (1-1/2) years ago, on cycle as right-of-way maintenance every three (3) years. Mr. Hayes states that a letter went out to all the property owners and municipalities in March 2021 explaining the project and included a map. In addition to the letter outreach, Mr. Walgrave did door hangers when the vendors were approaching each neighborhood.

Mr. Hayes states that prior to this, Eversource had a survey team survey the right-of-way corridor. He explains that Eversource is doing what is called a TRRP, they are clearing to the easement edge and within 100' of the conductor 345. He notes that in years past, Eversource had been hand-cutting vegetation and mowing down the corridor to the "floor". Mr. Hayes states that the survey showed where Eversource is cutting the large trees, noting that most of them are "white pines, 80'-100' tall which means they can reach that 345 mark and any trees within the Eversource corridor are cut." He states this was one of the major points of the projectⁱⁱ. Mr. Hayes reiterates that this was not just "cyclic maintenance" but was to get to the edge of the easement. He also reiterates this was part of the letter and explains that Mr. Walgrave has an "outreach matrix" that Eversource maintains for all its' lines to

talk to property owners and get their feedback. Property owners can communicate with Eversource with a response to the letter, the door-hanger, and through a hotline.

Mr. Hayes states that Supreme Industries is the vendor for this project. He acknowledges that Eversource has used John Brown and Northern as vendors on past projects. He states that he is responsible for all these vendors. Shawn asks if the vendor this time is different than the previous vendor, noting he believes that John Brown did that last Eversource project. Mr. Hayes confirms this. Shawn notes that the Town also had issues with John Brown, but not to the scope of the issues this time. Mr. Hayes agrees. Shawn asks if Supreme Industries was still capable of cutting for Eversource in Massachusetts. Mr. Hayes responds that all vendors for Eversource are capable in Connecticut, Massachusetts, and New Hampshire. Shawn states that he was told otherwise regarding Supreme Industries in MA. Mr. Hayes states that Supreme is not a new vendor to Eversource, but is a “newer” vendor in NH. He also explains that “some of the matting looks like new because it is used a lot”. Supreme has had matting on this right-of-way. They have stored it in places and used it as needed. Mr. Hayes explains that Eversource has a “project services group” that keeps all a project’s pieces in line and ensures communication.

Mr. Hayes notes that was part of the earlier discussion when Eversource did a “structure rebuild”. John Brown managed the vegetation for that and it involved a lot more matting typical of “line-side” of maintenance. He states that vegetation management must follow “best practices”, and abide by wetland protection laws. Besides matting, Eversource can use “low pressure” machines or can use cut vegetation as “cribbing” so they don’t always have to mat roads for the wetlands. Mr. Hayes explains that “line activity” is around the structures themselves, vegetation management is along and under the corridor, so they have to go down the “runway” every three (3) years, cutting vegetation. This maintains what has been cleared in the past, but in this case, its’ NH tree A-B and Eversource is getting all the larger trees that were not cut until after the survey. He notes there are survey markings down the right-of-way and that’s where the larger trees have been cut and left for the property owners if they wanted them.

Barry Hantman states that obviously, from the ruts in the pictures, matting was needed in several places. He asks why matting was brought in after the damage was done and not before, and why wouldn’t matting be done first before Supreme started doing the work.

Mr. Hayes explains that Supreme has been using matting down the right-of-way and that it wasn’t brought in special for the Town. When it is used, it gets beat up by the machinery and is replaced. Mr. Hantman restates his question of why wasn’t the matting put down first before the equipment went in. He states the equipment went in and only when the Town noticed it and complained did Supreme bring in the mats. The mats should have come first in the process. Mr. Hayes states that “he doesn’t understand it that way. They went through the wetlands and used “best management practices” and when the mats are needed, they are brought in. Shawn clarifies that the vendor (Supreme) “assumed they didn’t need them.” Mr. Hayes states that the vendor didn’t feel that way in this case and a lot of times machinery can reach out in front of it (to the vegetation). Mr. Hayes notes that this was a pretty wet year. Shawn states for that reason, it should take more matting. Mr. Hayes explains that he can’t speak to the specific pictures because tonight is the first time that he has seen them. He notes that he has not received any complaints from any property owners or residents from Danville and that he was unaware of any rutting issues in Town until tonight.

Carsten Springer, Chair of the Conservation Commission and the Forestry Committee, states that he understands that it has been wet. He asks if Mr. Hayes had walked or traveled the entire distance from the “tap in Sandown to GH Carter”. Mr. Hayes states that he has done that in two different ways. First, with aerial patrols, and second with ground/roadside patrols himself. He notes that Rickie Sampson, his arborist, has walked that area in its’ entirety because the federal government requires ground patrols every year as well as aerial patrols every year. Mr. Hayes states that Eversource has done both aerial and road crossings in specific spots of interest from discussion with Mr. Sampson and/or the vendors. Mr. Springer notes the section he is referring to is approximately 1.5-2 miles long and it has been two and a half (2.5) weeks since the situation started. He states this is “ample opportunity of Mr. Hayes or someone to walk it.” He confirms that Mr. Sampson is not at tonight’s meeting. Mr. Carsten states that the point is- “if he had to characterize one of the wettest, continuous sections; with multiple, significant wetland crossings that you can’t get around, that would lie between Sandown and GH Carter.” He notes that he and the vice-chair of

the Planning Board (Chip Current) were up there and saw no evidence of any matting at all, anywhere. Mr. Springer notes that “a few years ago Eversource sat and told the BOS that they never build roads in their power lines.” He notes that he calls that “laughable” and that what Mr. Hayes is presenting tonight “does not ring true”. Mr. Springer states that he and another Town employee went down on Thursday, after the issue had been raised on Tuesday, and it was the first time, both old and new matting showed up at GH Carter. He explains that was what Mr. Hantman was referring to. Mr. Springer reiterates “there wasn’t a stick of that anywhere all the way to Sandown. At least nothing that was seen in Danville.” Mr. Springer notes that if some of it (matting) showed up by the substation, that’s different.

Mr. Springer states that his understanding is that Eversource is supposed to use “best management practices”, and that he understands that Eversource has the permits to do the work, but it does not appear that those things matched up at all. He notes that in the e-mail to the BOS, Eversource states they will repair the wetlands after the project is done, stating that Mr. Hantman was right, you don’t go there in the first place. He states to Ms. Tarr; “this is the time of year when you’ve already had things like frogs go into the mud and now Eversource is going through the mud with heavy-tracked vehicles and is not attempting to go around those areas”. Mr. Springer states that he would like to believe what Mr. Hayes is saying, but he can go back 8-10 years ago when Eversource backhoed a stone wall that was a boundary. He asks “when is the Town going to start having a good relationship with Eversource and that they just need to do the job right.” Mr. Springer states that an employee from Supreme Industries told him they were from Texas and that he wants to remind Mr. Hayes there are rules to follow in NH and that John Brown did a good job following those rules. They were a local company and intelligent about how they cut the vegetation. Mr. Springer notes that in 50 years this property was never mowed to this extent ever. He states that John Brown left juniper because it holds the vegetation growth down, and only grows 1.5’ high. He didn’t mow down the witch hazel and left any vegetation that would hold back the vegetation that would grow taller or provide good erosion control relative to the wetlands. Mr. Springer states that there is a fire conduit in the pond that leads to a dry hydrant and he hopes that when the Fire Dept. hooks up to the hydrant to save someone’s house or life that the conduit is “not sucking mud” because Eversource cut right to the water’s edge on a slope. Shawn agrees and notes that now all the run-off from the mountainside is going to go down into there and there is a risk of silt plugging the conduit because there is no retaining wall or anything else. Shawn also notes that it is “laughable” that best management practices were followed, stating that what Mr. Springer has said just makes common sense. He questions how professionals are making these decisions, stating “it’s like gross incompetence”. Shawn also notes his frustration and says that he doesn’t want to deal with Eversource anymore. He recognizes that Eversource has a right to do their maintenance, but to do it right. Mr. Springer reiterates it’s less expensive if it is done right the first time. He notes that “the Brown Co. didn’t have to do this all the time.” Mr. Hayes states that he hears what they are saying, and admits that he is at a disadvantage because he hasn’t walked the spots they are discussing. Shawn reminds Mr. Hayes that he is acting as the “front-man” and the people that the Town really wants to talk to are not there.

Mr. Hayes agrees that John Brown does do good work, but he had to bid on the same scope of work that Supreme did. He explains that he has been doing this for thirty (30) plus years and feels that Supreme is also a good vendor and is familiar with the process. Mr. Hayes reiterates that he feels that Eversource vendors do a good job and notes there has been a lot of oversight on this project through Rickie Sampson, the arborist who did walk all of it (the corridor). He states that the first thing he did when he heard there was an issue in Danville was to ask Rickie to walk the entire right-of-way and report back to him what the issues may be and what the Town believes needs righting out there. Mr. Hayes states that it needs conversation and he is willing to meet with whomever. He explains that he does not understand how Eversource has not done “best management practices”. If the Town does not believe that to be the case, he will go with them to the locations, look at them and discuss how Eversource approached it and why it was done that way. He notes that he doesn’t believe all these things happened in the entire right-of-way, but perhaps just the wetlands and notes that maybe Eversource does have to go into those wetlands. Mr. Hayes notes that John Brown went in the last time as security maintenance only, and this time the vendor has to do “maintenance plus” which includes removing the trees. Mr. Springer states that Eversource doesn’t need to go down to the wetlands and that their permits do not allow them to go through the wetlands with treaded vehicles without mats and “apparently no vegetation map of downed material there.” Mr. Springer states that he wants “that void on camera.” Mr. Hayes explains that matting is flipped and is not built like a road of matting. Mr. Springer assures him

that the Town knows this. The mats are flipped as the vehicles move over them. Mr. Hayes reiterates that Eversource needs to visit each specific site to address each issue.

Ms. Jacobus states that Eversource needs to go by the old GH Carter area. She explains that she has lived in that neighborhood for twenty-six (26) years and has seen them trimming trees over the years. This year Eversource doubled the width of where they were cutting. She and her husband walked the area and the bulldozer marks are still there. They chopped down everything. She notes that most of the bushes are wetland bushes and trees and weren't very high, but that Eversource wiped out the entire area. Ms. Jacobus reiterates that the area has never been cut like this in twenty-six (26) years and that Mr. Hayes needs to go out there and look at the damage. Mr. Hayes responds that he understands it, that he has seen it because he's been on the project, but not to this specific sit at GH Carter yet. He reiterates that Supreme is doing the "scope of the work" which will be wider because they are going to that surveyed edge of 100' and that will include cutting the tall trees. He confirms that it was a wetland area that was bulldozed over and tries to clarify if the concern is there were tall trees before, or no tall trees now. Ms. Jacobus reiterates that Mr. Hayes needs to go there and look.

Mr. Springer notes there was an area with no tall trees, just saplings and that the Eversource deed does give them the prerogative of what is left along the roads for vegetation. He explains that up until this year, Eversource never had a situation in which "stuff was wiped out" and notes that while his concern is for erosion and wildlife; Mr. Hayes concern is for public opinion. Mr. Springer states that he understands Mr. Hayes' situation, but expresses his concern that Mr. Hayes knew "this was coming two-and-a-half weeks ago and to not have set eyes on it really bugs us" and reiterates that Mr. Hayes "should have set eyes on it." Mr. Hayes explains that is why he has an arborist and the arborist is the responsible party for that. Mr. Springer and Shawn both agree that Mr. Sampson should be at tonight's meeting. Mr. Hayes states that he chose not to invite him because he didn't want Eversource to "show up with an army of people." Shawn and several members of the public agree that they would "have been fine with it (Mr. Sampson coming to the meeting.)" One member noted that "he is part of the problem and he should be here." Mr. Hayes reiterates that while he can't walk every mile of a right-of-way, the arborist does. He explains that he's visited the different sites in all the areas with the arborist, environmental people, and the vendors. He notes that he's previously worked with the Conservation Commission on an issue regarding turtles during the line rebuilds. Mr. Springer clarifies that the issues are with this project. Mr. Hayes explains that Eversource had to do the work and can't limit it from January- March, but are going into habitat areas at the best time and they design the flow of the right-of-way with that in mind. Mr. Springer notes the best time to do some of these areas is when the ground is frozen and that was a conversation to have with Eversource, the Conservation Commission, and the Planning Board. They worked with that and he feels they did a good job. The area that Ms. Jacobus is speaking about is only fifteen (15) feet off the road and a week-and-a-half ago there were twenty (20) Eversource vehicles parked across the street. Mr. Springer notes that this is "not hiking into the boondocks." And refers to Fire Chief Woitkun knowing exactly what the concerns are regarding the siltation of the pond. Mr. Springer also notes that Colby Pond is the only pond in town that performs in "low water" years and is in the middle of a development.

Mr. Springer refers to tonight as a "listening session" and states they (the Town) has had twelve (12) years of listening sessions and are tired of it. He reiterates his concern with how Eversource is "managing" this and that this is "mismanagement at best." Shawn agrees. Mr. Springer again states his concern with the fire conduit, noting that "if the Fire Dept. pulls mud there is going to be an issue, it's not just about turtles." Mr. Hayes states that he can take the criticism and learn from it, that he's been doing that for decades. He states that now he can go and look at the specific spots of concern and address each one.

Wayne Brown states that he lives on Meadowlark Lane and that he was concerned with the power lines where he lives. He states that he has watched the power line maintenance for thirty-six (36) years and came to tonight's meeting to compliment Eversource for what they did in his area. He explains that he received a phone call on November 5 to "watch for indiscriminate mowing." He walked the length of six (6) poles towards Main St. and a couple of poles towards Pine St. and felt that Eversource surveyed it well. The mowers had two-way radios and were communicating with what trees to cut and leave. Mr. Brown states that he felt it was well planned. He notes that Mr. Walgrave came right up to his house and told him that Eversource would be clearing. He introduced Mr. Sampson, the arborist, and they discussed which trees would be cut. Mr. Brown states that he was told he would be

contacted just before they started cutting. Mr. Walgrave gave him his personal phone number. He notes that he watched as they used mats while working in the wetlands and inspected it afterward and there were no gouges or divots. Shawn notes that Mr. Brown's location is at the latter end of the project and the damage the Town is talking about is on the other side of Main St. at the beginning of the project. Mr. Springer agrees that the way it should be done and is "glad they changed their approach when they got down to Mr. Brown's end of town." Mr. Springer asks why that couldn't have been done at the north end.

Mr. Hayes states that he appreciates Mr. Brown's comments and that Mr. Brown had a good experience with Eversource. He admits that doesn't mean that Eversource didn't do anything incorrectly or could have done it better. Shawn agrees that everything seems to have been done right on the right side of Main St., but not on the left side. Mr. Hayes agrees there could be something to that. He notes that Supreme has done this on the entire right-of-way through many other towns. He acknowledges that Danville is interested in protecting their community, but they didn't have similar issues in other towns using Supreme, Mr. Sampson, and the same "best management practices." Mr. Hayes states that he can appreciate that this particular spot may have issues, and that Eversource can address them, but that Eversource did not do anything different "further downstream as they progressed." He reiterates that Eversource did not change what they had been doing since the beginning other than "hey we need to pay more attention here because this is of particular interest to this community in this spot."

Shawn disagrees, noting if that was the case, the matting would have been used from the beginning and it's showing on the left side of Main St. and in the GH Carter area that mats were not used, but they were being used on the other side (of Main St.). Shawn states that he knows that when all the issues were becoming known, Eversource was crossing over to the other side (of Main St.) and were aware of the complaints and began to do the project properly. Mr. Springer states that Eversource could have been doing the project right from the beginning.

Stacie O'Connor, speaking as the Town's Field Coordinator, including the Colby Pond Fields, states that she has lived in the neighborhood for fifteen (15) years, she lives back in the woods and it (the woods) have never been cut like this. She notes that she now has an open field from the power lines and explains that the tree line went from the parking lot to the back corner field and directly into the woods. Now there is a huge opening where people can ride out onto the fields with trucks, ATVs, and four-wheelers and there is nothing to stop them from going out onto the fields that the Town has paid so much money to develop for football and soccer. Mr. Hayes starts to reiterate the changes made to the maintenance this year. Ms. O'Connor stops him and states that she wants an answer to the problem. Mr. Hayes states that he will need to see it and notes this is the first he's hearing about this "void" and the issues with the ATV's etc. Ms. O'Connor reiterates that her concern not seeing the ATVs, but that the fields are going to get ruined after five years of work and expense. Mr. Hayes notes that he can address that with the BOS.

Ms. O'Connor states that her second issue is as a resident. She reminds the BOS that 8-9 years ago there was flooding in that area and the Town worked with Eversource to reroute the water so it wouldn't flood. Now that Eversource has gone in and "desecrated" 90% of the woods, how will they (Eversource) stop future flooding. Mr. Springer notes that was the water and erosion issue that he was referring to earlier in the discussion. Ms. O'Connor states she can see clear across the woods from GH Carter and clear down the power lines, noting that it has never looked like that.

Mr. Hayes reiterates that all he can do at this point is take the comments and go look at these specific sites with the issues. Shawn states that Eversource will "need to come up with a corrective plan because, in three (3) years, four new people will be in front of the Town for the same thing." He continues, "the Town has had it with Eversource. They've been trying to work with Eversource for years." Ms. O'Connor states that she does not want to let them (Eversource) back out there. Shawn explains that Eversource has the right to be out there.

Mr. Hantman notes that Eversource has heard a "fair amount of dissatisfaction with how the work was done." He states that he wants to know how Eversource is going to repair the damage that was done and what will Eversource do differently the next time. Mr. Hayes responds that he is "hearing it, and will go see it with Shawn or whomever and then determine how Eversource will fix it." He reiterates that he can't speak to those issues tonight. Mr. Hantman asks if Mr. Hayes will come back to the Town with a reclamation plan. Mr. Hayes states it will be based on what he sees and what they agree happened there. He will schedule a plan to go with someone in the field to see

the issues, develop a plan, and return to the BOS. Shawn asks how long it will take to develop a reclamation plan. Mr. Hayes states that will depend on what they find. Mr. Springer states some things need to be taken care of “tomorrow”. The pond needs sediment barriers now. He notes that Mr. Hayes can see the issue tomorrow morning when he is driving by. Mr. Springer reiterates that the Town needs to see action, not just talk. Mr. Hayes states that he can put “straw bottles” in the pond to address the sediment issue, and reiterates that he will need to see each spot to develop a plan to address each one. Shawn states the Town wants a plan so they will know when Eversource is going to address each remedy. Mr. Springer states that he also wants reclamation of the road that Forestry built for access for emergency vehicles that runs from the soccer fields one-half mile under the power lines. Shawn agrees, noting that Forestry spent a substantial amount of money to build that road and put in the wetland crossings so they can use it as part of their timber operations. Shawn states that Eversource had the benefit of using that road and destroyed it. He explains the damage was all part of wetland crossings that Forestry and the Conservation Commission did years ago knowing they were going to be using those areas and now all that work is gone. Mr. Hantman states that is why the Town needs a reclamation plan quickly. Shawn agrees that “time is of the essence.”

Mr. Springer thanks Eversource for changing their approach south of Main St., but again notes that it didn’t happen north of Town. He states that the Town knows that Eversource “knows how to do it right”. Mr. Springer notes that Mr. Hantman (as the Chair of the Planning Board) had put a “whole lot of conditions on Eversource’s conditional use permit (for the line structure rebuild project) that ‘conveniently’ expired the day before Eversource began this latest project.” He notes that Eversource did not come in and ask for a continuation of that conditional use permit. Mr. Hayes clarifies with Mr. Springer that this permit was for the previous project.

Mr. Springer expresses his concern that when there is damage done to wetlands, the DES looks at the property owners for remedy. He notes that when Eversource went to the Planning Board, they “knew every inch of wetlands, structures, boundaries, everything.” One of the conditions of the permit was that any property owner can request Eversource’s biodiversity data, wetlands data, survey data, all the information collected on Town or private property. He states that he would like the BOS to discuss if that information can be formally requested for areas owned by the Town because if there is damage up there, he does not want DES looking at the Town, they need to look at Eversource because Eversource does know where the wetlands are. Mr. Hayes states that he believes the permit for the structure rebuild was required. Eversource does have the survey data for their activity, but it is not a requirement for vegetation management.

Ms. O’Connor notes that she has always been notified of Eversource cutting, but was not this time. Mr. Hayes states she should have been notified. Ms. O’Connor explains that she wasn’t notified and came to the BOS to ask why Eversource was out there. Mr. Hayes states that Eversource follows the same process in all three states, CT, MA, and NH. They notify every single property owner/abutter by letter. He notes that Eversource does this to be “neighborly” and it is not a requirement. Door hanger reminders are used as the work progresses. Mr. Hayes suggests this might be an issue with the US Mail. Ms. O’Connor asks Mr. Hayes when is he “going to take accountability for what Eversource has done.” She notes that the neighborhood is very close-knit and they have put a lot of work into it. She shows Mr. Hayes a picture of what the pond looked like before Eversource came in and states that Mr. Hayes can explain to the kids at next springs fishing derby why there is a problem with their pond.

Mr. Springer states that he has aerial pictures of that area with red arrows showing where the erosion is going to go. He notes that’s the pond Ms. O’Connor is referring to, and that’s the pond that is only 15’ from the road. He reiterates that it is not just a “beauty” issue, but because the pond is the backup water supply for the Fire Dept. for that neighborhood, it is also a safety issue and that is why the issue needs to be addressed tomorrow. Mr. Springer notes his concerns with the recent heavy rains they have had since the cutting was done. Mr. Hayes reiterates Eversource needs to be there every three (3) years and needs to correct all the issues. He notes that next time Eversource also needs to have a discussion with the Conservation Commission and do a site walk together. Mr. Springer notes that in fifty (50) years, it (vegetation management) has been done right and Eversource has never had to meet with the Town. They just need to follow “best practices”. Mr. Springer states that the Town should be having this discussion with Eversource. Shawn states that “everybody cuts corners for the almighty dollar and that is what this boils down to. It’s easier to go through and hack everything down and not use mats because that takes more time and they can get the whole job done easier.” Shawn notes that he understands those are “business conditions” but now

Eversource “has to deal with the aftermath and the Town is done dealing with this stuff and it’s ending now.” Mr. Hayes reiterates that he “hears what the Town is saying, he will take responsibility for it, the arborist will take responsibility for it, and so will the vendor.” Mr. Hayes states that he disagrees with the characterization that Eversource is “just going through slaughtering everything until they get caught.” He notes this is the first time this year in NH and MA that he’s had to do this (address issues). All the other communities did not have the same experience. He adds that he is using that as “a context because this is not a normal experience.”

Scott asks Mr. Hayes for a timeline to go out and look at the sites. Mr. Hayes states that he will go out to Colby Pond tomorrow morning. Scott confirms that Mr. Hayes will have enough time to go out and view everything, and will report back to the BOS what he saw, and what he believes is appropriate and/or not appropriate by the BOS meeting on December 6. Shawn agrees and notes that if Eversource needs more time to create a plan to address the issues, that can be addressed at the December 6 meeting. Mr. Hayes agrees that seems like a reasonable timeline to get things done. Shawn and Mr. Springer assure him “they are not bad people and are reasonable, but that they need to get these issues addressed.” Shawn notes that he agrees with Mr. Springer that the issue with the pond is key. A member of the public reiterates that the issue of a silt fence for the pond needs to be addressed quickly. Mr. Hayes reassures him that he will address that issue with “straw bottles” as soon as possible. Shawn asks Mr. Hayes to contact the BOS office when that is done so that Kim can let everyone know that issue has been addressed. Hearing no more discussion, Shawn thanks Eversource for coming.

Home Business Application: Remi Mylonas has applied for a Home Business Application for her home bakery Agape Cakes and Confections. She explains that she is expanding her business to a “cupcake trailer”. Shawn explains the difference between a Home Occupation Permit and having to go through the whole process of a business application with the Planning Board. Ms. Remi has filled out her part of the application and Shawn will now read the “administrative questions” that are required to be answered by the applicant. Ms. Mylonas answers all the questions to the satisfaction of the BOS and based on her answers, the BOS approves and signs Ms. Mylonas’ Home Business Application for Agape Cakes and Confections. Shawn explains that Ms. Mylonas can stop by the BOS office tomorrow to get a copy of the signed, approved application for her records. Shawn explains that if her business changes and she doesn’t meet one of these conditions anymore, she will need to fill out a full business application and meet with the Planning Board.

After confirming that no more members of the public wish to speak at the delegate session, Shawn closes the Delegate session at 8:15 PM

Shawn notes that now that the public hearing is closed, the BOS needs to vote to accept the “unanticipated funds” from the American Rescue Plan Act (ARPA) in the amount of \$476,966.01. Sheila motions to accept the American Rescue Plan Act (ARPA) grant for \$476,966.01. Second by Dottie. Vote is unanimous (5-0).

III. Library Budget

#4550- Library Budget: Ann Massoth, Director of the Colby Memorial Library, presented the #4550 Library budget for \$274,067. She introduces newly-elected Trustee, Judy Jervis, and notes that the other two trustees, Mary Elizabeth Seals and Sarah Gannon-Weston were unable to attend tonight’s meeting. Tom Billbrough, Jr, the Assistant Director has also accompanied her. Ms. Massoth passes out a new brochure that the library has put together using the ARPA grant that lists some of the services provided by the library. She notes that the Library Board of Trustees approved the library budget unanimously and that the budget presented to the BOS is \$500 less than what was approved because the expended projections were less than expected.

Ms. Massoth reviews the year noting that the library’s numbers are rebounding after COVID. Circulation and visits have increased. The library had a great Summer Reading Program. Ms. Massoth explains that the library also purchased an “event tent” with their ARPA grant so that they could offer outdoor story hours. Sheila clarifies with Ms. Massoth that the ARPA grant money the library used was obtained through the NH State Library. Ms. Massoth explains that the library received approximately \$1600 from that grant and it was used to create and produce the brochure and to purchase the “event tent.” She begins to review the library’s budget lines with the BOS.

✚ **Line #110- Library Salaries:** Library salaries total \$171,300 and include the 4.4% COLA increase. Ms. Massoth notes the overall operating budget is slightly less than last year. Salaries include two full-time staff (her and Mr. Billbrough), two part-time staff, two library subs, and a custodian. The salary line also includes “earned time” and staff development coverage. Ms. Massoth states that the library may have some money left over because there was no staff development again this year due to ongoing COVID. Shawn asks if the Trustees will return unexpended funds to the Town at the end of the year. Ms. Massoth responds that they will “need to see where they’re at”, noting the library did return quite a bit of money last year. Ms. Massoth notes that in 2014 the library budget also began reflecting Workman’s Comp and Unemployment Insurance in their budgets. She confirms with Shawn that she will need to get those updated numbers from Patty Sarcione, and has carried only an estimate in those lines. She noted that she did adjust the FICA amounts to account for the COLA increase.

✚ **Community Services:** Ms. Massoth explains this line is used to pay for programming, the library’s movie license, crafts, speakers, and any other events the library offers. She has increased this line by \$500 to focus on adult programming, noting that children’s programming is so popular that the library uses most of this line on children’s programming. She would like to bring in at least two speakers each year for adult programs.

✚ **Line #122- Museum Passes:** This line has been reduced to \$700 and is used to pay for passes/reduced admissions to several local museums including the Boston Museum of Science, the McAuliffe/Shepherd Space Museum, Seacoast Discovery Center (Odiorne), and the Children’s Museum in Dover. Ms. Massoth notes that the library usually doesn’t have that many, however, because the Boston Museum of Science was closed so much in 2020, they extended the membership which allowed the library to have the money to buy other passes.

✚ **Line #210- Health and Dental:** This line reflects the costs of the Town’s employee health and dental benefit. Ms. Massoth notes that she will also need the updated costs from Kim. Shawn clarifies that the Town’s portion is 85%, but Ms. Massoth will still need the costs of those policies. Ms. Massoth asks for confirmation that the costs of these policies are approximately 1.1% less than last year. Shawn agrees that level funding this line is a good marker until the updated amounts are confirmed.

✚ **Line #341- Telephone:** Ms. Massoth explains that the library has three (3) lines and there was an increase of \$42 per month earlier this year. She has increased the budget by \$500 for the extra costs. Shawn suggests the library inquire into other providers noting that the Town has reduced its phone costs. He suggests the library could tie in with the Town Hall for better buying power. He states that the Town has had good service and excellent response from their provider, necessary for the Police and Fire Depts. Mr. Billbrough agrees this is something the library should look into.

✚ **Line #342- Software Upgrades:** This line has been increased by \$100. Ms. Massoth explains there are eleven (11) library computers including six (6) public access computers and two (2) new laptops. They will need to put new programs on the laptops and upgrade Quicken and Norton anti-virus programs. Mr. Billbrough explains that the library needed to move into the next level of purchasing these licenses due to the addition of the laptops.

✚ **Line #343- Databases:** Ms. Massoth explains this includes yearly subscriptions to databases offered for the patron in the library and remotely at home. She notes that remote access to Ancestry.com was offered during COVID and that is an extra cost to that license. Other databases include a foreign language tutorial, and Learning Express, which is a database of practice tests for trade certifications. These databases are purchased through the consortium of the State’s libraries and the prices are negotiated by the NH State Library.

✚ **Line #360- Building Maintenance:** Ms. Massoth states that she has level-funded this line. It covers regular maintenance of the library as well as unexpected repairs in the library building, parking lot, and operating systems such as HVAC, plumbing, and the annual inspection fees and repairs to the stairlift. Scott asks if the projected expense for FY2021 is real. Ms. Massoth explains that the library had to put in a new set of stairs in the back parking lot. The old set failed. Mr. Billbrough further explains that the steps had catastrophically failed. Water had leaked into the pre-fab, frozen and expanded. They had tried surface coating the damage until the rails literally fell off. Ms. Massoth states that the project is ongoing. It has been priced out and they know it will cost at least \$6000. Scott confirms the project will be completed this year (2021). Ms. Massoth states that they are hoping it will be, but the money will be encumbered because the project has already been contracted out. Scott confirms that interim accommodations are being done to mitigate the hazard. Ms. Massoth explains that the Highway Dept. has taped the area off and has put out cones. The contractors have covered the hole with plywood. She states that the situation worsened in the recent heavy rains. The issue is under control and they are just waiting for the new set of stairs to be done. Ms. Massoth notes that there is approximately \$15,000 in the “infrastructure fund” that the Town has

supported and the library will be proposing another Warrant Article for \$5,000 for that account. She states that she believes the original goal of that fund was \$20,000 for new carpeting and/or emergencies.

✚ *Line #361- Security Monitoring:* Ms. Massoth explains the library uses Pulsar from Plaistow. They review the systems involved including motion, fire, and panic alarms. She notes that the library recently changed to a cellular system for the fire alarms. Ms. Massoth expresses her concern that there were some issues with increases that “were disappointing.”

✚ *Line #390- IT Support:* Ms. Massoth explains this line funds the web-based library circulation and catalog system. It also includes remote access to the library catalog. The bill is due each December for the upcoming year. This line also pays for Comcast Internet Service. Ms. Massoth notes the ongoing issues with Comcast and Internet failures. The library’s website and additional Wi-Fi access are also included in this line.

✚ *Line #390- Professional Services:* This line pays for conducting criminal background checks on new employees. Ms. Massoth notes that if a new employee is from MA, the library needs to conduct a background check in that state as well.

✚ *Line #410- Heat:* Ms. Massoth notes that she was notified that the 2021-2022 oil contract with the Town is \$2.899. Scott confirms with Kim that the price is locked in until May 2022. Kim states that she doesn’t have the contract yet, but that was the price discussed with the owners. Scott notes that he expects to see those prices far exceeded this season. Ms. Massoth notes that’s the reason she wants to keep this line level-funded even though the library hasn’t spent the full amount budgeted for FY2021 yet. Shawn explains that people will support that approach with the idea that if the money is not spent, the funds go back to the taxpayer. Shawn reiterates that he’s pleased that the library has been giving unexpended funds back to the Town. Scott confirms the library will do its best to fill the oil tanks before the end of the year. Kim confirms that the library is on an automatic fill schedule.

✚ *Line #411- Electricity:* Ms. Massoth explains the library uses Unitil and their Tesla solar system. Electric costs were lower because the setpoint changed due to COVID closures. She notes that once the usage rebounds, the setpoint will change back.

✚ *Line #530- Advertising:* This line is used to advertise staff openings. Ms. Massoth notes that the costs of the brochures were expended from this account, but the cost was reimbursed through the NHSL ARPA grant. Those costs needed to be reflected somewhere for accounting purposes.

✚ *Line #560- Dues:* This line pays for staff memberships in professional organizations in the American, NH, and New England Library Associations. These memberships allow for reduced fees for professional development and access to professional resources.

✚ *Line #610- Janitorial Supplies:* Ms. Massoth notes this line has decreased. Cleaning, snow, and ice removal are paid from this line. She explains that in 2020, the library had purchased cleaning supplies in advance with the CARES funds, and this reduced those expenses for this year.

✚ *Line #620- Office Supplies:* This line includes the standard office supplies as well as the costs for library processing materials such as book covers, barcodes, etc. for library materials.

✚ *Books, Magazines, and Videos:* Ms. Massoth explains that this line was level-funded and covers the costs for print and digital formats of library items such as books, audiobooks, videos, magazines, newspapers, etc. She notes that the library does get “educational institution” discounts from their vendors like Baker and Taylor. The library purchases a full range of materials for all types of consumers in the community such as board books for toddlers, large-print materials, and audiobooks. This line also pays for library access to Overdrive, the NHSL collection of e-books and audiobooks. In 2021, the library began to purchase its own collection of e-books. Ms. Massoth notes that there has been a substantial increase in the number of e-book users. The library is also working on providing HOOPLA, a collection of digital books, audiobooks, videos, and TV content. Patrons have been asking for this service. Mr. Billbrough is working to get that program set up by the end of the year. Ms. Massoth notes this is a “pay-per-use-content” so the library will be setting limits of use per patron. They will evaluate the costs and adjust as necessary. She notes the difference is that, unlike Overdrive, there is no wait for materials.

✚ *Line #692- Mileage:* Ms. Massoth has decreased this line because meetings are still being held on ZOOM due to COVID.

✚ *Line #740- Capital Equipment:* This line is used for replacing and upgrading computer and building equipment. Ms. Massoth notes the library purchased new computers in 2021 which overextended that budget line, but the money was elsewhere in the budget.

✚ *Line #742- Professional Tools:* Ms. Massoth explains this line pays for staff resources for collection

development such as review journals and forecasting for new materials etc. She notes that the staff has found other ways to access this information online and that Baker and Taylor also provide resources for forecasting new materials.

✚ **Line #810- Seminars:** Ms. Massoth notes that she hopes that professional training will resume. This line includes local, regional, and national continuing education for staff and trustees.

✚ **Line #820- Equipment Repairs:** Ms. Massoth explains that she level-funded this line. It includes the repair and upkeep of the vacuum cleaner and the service contract for the copy machine.

There is no further discussion on the library budget. Dottie motions to approve the budget for #4550- Library for \$274,067. Second by Sheila. Vote is unanimous (5-0).

✚ **#4550- Library is approved for \$274,067**

Vote is 5-0.

IV. Old/New Business

Rabies Clinic: Shawn re-opens a previous discussion regarding Sheila's request to hold a rabies clinic on April 30, 2022. He explains that the Police Dept. had expressed that they want to continue to host the rabies clinic. Shawn notes that normally, this is not a decision that is made right now but needs to be made due to the discussion. The Police Dept. has already lined everything up for their rabies clinic. Shawn explains that during a "past time" the Police Dept. filled the void and that last year, funds from the rabies clinic were designated to the Town's Welfare Dept. Shawn notes that an earlier reference to prior minutes does not reflect a previous opinion that the rabies clinic would revert to the ACO. Dottie reads the following from the March 22, 2021, BOS minutes:

"Dr. Farah notes that she's not against the ACO running the rabies clinic, but the Police Dept. had the veterinarian already lined up. She suggests that next year, the ACO gets things straightened out sooner and come to the BOS."

She explains that she thought the BOS had left "that" open.

LT Merced states that for the past seven (7) years, the Danville Police Association sponsored the annual rabies clinic. However, moving forward, the clinic would be sponsored by the Police Dept. and not the Association. She explains that the Police Association is a separate, non-profit agency and the BOS should not be dictating where a non-profit's money goes. LT Merced reiterates that the Police Dept. will be hosting the rabies clinic. LT Merced explains that she would like to change the "tone" of the issue and has no problem working with the ACO and whatever the BOS sees fit for a date. She expresses her concern that Sheila's proposed rabies clinic date of April 30, 2022, is also the last date that NH laws mandate all dogs must be licensed, and without a current rabies certificate, dogs can't be licensed. She suggests a date earlier in April, noting the Police Dept. had set a tentative date of Saturday, April 9, 2022, so that dog owners would have time to meet the NH law requirement. LT Merced reiterates that she doesn't want the negativity around the issue to continue.

Sheila states that even with the April 30 deadline, the fines for an unlicensed dog don't start until June. LT Merced agrees but notes that doesn't change the statute. Sheila notes that there are other rabies clinics before and after Danville's, and that weather in early April may be an issue.

LT Merced explains that in 2021, they had everyone stay in their cars and would do that again because it ran very smoothly. She notes that they did it in the Town Hall/Safety Complex parking lot as a drive-through with the vet using her mobile clinic for any animals that couldn't be vaccinated in the cars. Sheila states that her rabies clinic would be set up the same way. Shawn asks if her vet was a mobile vet. Sheila responds that it wasn't necessary, that she had a building (the Community Center) they could use. Sheila explains that at the ones she ran the past couple of years, the pet owners would fill out the forms in their cars and when they reached the vet, if the animals had to be brought inside for their shots, they were then returned to their cars. Sheila agrees that the clinics worked out well with the "no contact" process. Shawn states that he does agree with LT Merced regarding the issues of negativity and that he would "hope the ACO would be involved in the Police Dept. version because the Police Dept. has been doing this for the past 8-10 years and he does not want to disrupt it" noting that while the new process was in place to address COVID, it had the added benefit of making the logistics of the clinic work smoother. Sheila states that keeping everyone in their cars was less stressful on the animals. Shawn notes that both agencies benefit the Town. The Police Association uses funds raised from the rabies clinic to pay for multiple movie nights and other

Town summer programs through the Recreation Dept. Town Welfare benefits the same people and both programs make no difference to the taxpayers. The funds still benefit Danville townspeople at no cost to the taxpayers. LT Merced notes that she wasn't saying that the designation of the funds was inappropriate, she was just explaining that as a separate non-profit, the Danville Police Association oversees its own funds. Shawn apologizes for not recognizing that issue in the earlier discussions.

Dottie asks if the taxpayers had to cover the cost of the Police Dept.'s traffic control during their rabies clinic. Chief Parsons explains that he works every Saturday and is paid by salary. LT. Merced stated that as a member of the Police Association, she was a volunteer and did not get paid for working at the clinic. Chief Parsons explains that he is at the clinic as a "duty car" and that Officer Stevens stayed over to answer calls as another "duty car" and to direct traffic. Sheila states even though they all have Danville in their name, the Police and Fire Associations, and the Rainbow Association, Precious Paws, have nothing to do with the Town and are separate entities. Shawn reiterates that he feels the Police Dept. is the best entity to handle the rabies clinic and encourages Sheila to participate in their clinic. Sheila states that she wants the funds to go back to Town Welfare again, noting there is a severe need for those services. Shawn states that he wants the issue separated into two motions.

Steve states that he heard that Sheila had already posted her rabies clinic on the Town website before getting BOS approval. Sheila states that she does not post and that Kim had put it on the Town calendar "as a place holder". Sheila explains that everything scheduled for the Community Center is posted on the Town calendar regardless if it is Town sponsored, a private party, a DJ, etc. Everything is posted through Kim. Kim states that she posted the rabies clinic because she had a "specific request" to put it on the calendar. Sheila states that as a private citizen, she can hold a rabies clinic without BOS approval. She notes that if the Police Dept wants to do it, that's fine, but wants to remind the BOS that as a citizen, anyone can rent the Community Center and anyone can hold a rabies clinic and doesn't need to come before the BOS for approval. Kim reminds Sheila that animals cannot be brought into the Community Center because food is served there.

Scott confirms that the rabies clinic was on the Town Calendar, but was not posted as a Town Announcement. Shawn motions to have the Danville 2022 Rabies Clinic be administered by the Danville Police Dept. on April 9, 2022. Second by Scott. Vote is 3-yes, 2-no. (3-2-0) Dottie and Sheila vote no. Scott notes that if the Police Dept is holding the rabies clinic, the proceeds will come back to the Town and the BOS has the authority to allocate where those proceeds go. Sheila states that it is important to designate the proceeds to the Welfare Dept. "due to large expenses from there". Scott clarifies that after the rabies clinic is held, the BOS will know exactly how much revenue was raised from it and make the decision of allocating those revenues at that time. Chief Parsons agrees that Town Welfare is an area of the most need. Shawn notes the BOS will deal with that issue after the rabies clinic has been held.

Community Center Snack Shack: Kim states that she has received only one quote so far, so she will not be addressing this issue tonight.

Cable Committee RFP: Mr. Hantman (as Chair of the Cable Committee) has submitted the Cable Committee's proposed RFP for the audio/visual equipment upgrade for the Town Hall to the BOS for review. He explains that they have followed the Town Policy putting the RFP together and bringing it before the BOS for approval. That has been submitted as well as a draft cover letter. Mr. Hantman asks to make two (2) minor edits to the submitted proposal. 1) to update Kim's e-mail address and 2) to include a sentence in the RFP that any bidders must provide proof of insurance. Scott motions to approve the RFP and cover letter with the changes that Mr. Hantman requested. Second by Sheila. Vote is unanimous (5-0). Mr. Hantman asks if Kim, as the BOS Administrative Assistant, could help with preparing the final RFP and cover letter for mailing, etc. Shawn authorizes Kim to assist the Cable Committee in the process. Mr. Hantman expresses his appreciation.

V. Budgets

#4106.10- Property and Liability Insurance: Kim presents the #4196.10 Property and Liability Insurance budget for \$51,140. She notes that she has attached the estimated premium of \$76,000 of which \$25,745 is for Workman's Comp which is no longer reflected in this line. This budget line is specifically for Town-owned property. Sheila asks if

the Town is still insuring the 1987 fire truck that has been pulled from service. Kim states that she believes that even if the equipment is not used, it must still be insured. She reviews all the Town-owned property that is included in the policy, including buildings and vehicles, etc. Shawn notes that the increase includes adding the new fire truck to the policy. Kim reminds the BOS the Town also has two (2) new plow trucks, a new pick-up truck, etc. Shawn states that he believes the increase is fair and reasonable. Dottie motions to approve the #4196.10 Property and Liability Insurance budget for \$51,140. Second by Sheila. Vote is unanimous (5-0).

🚩 **#4196.10- Property and Liability Insurance is approved for \$51,140** **Vote is 5-0.**

#4197- Advertising and Regional Association: Kim presents the #4197- Advertising and Regional Association budget for \$3,937. Shawn notes this is for the Town's membership in the NH Municipal Association and that those dues are based on the Town's population. Dottie motions to approve the #4197-Advertising and Regional Association budget for \$3,937. Second by Sheila. Vote is unanimous (5-0).

🚩 **#4197- Advertising and Regional Association budget is approved for \$3,937** **Vote is 5-0.**

VI. Signature File

The BOS review and sign the pay warrants in the Signature File.

Cyber Liability Insurance: Kim explains that the premium for this insurance is included in the Town's property and liability insurance and these are just the documents outlining the policy that need to be signed. Scott motions to authorize Shawn to sign the cyber liability policy documents from BCS Insurance Co. Second by Sheila. Vote is unanimous (5-0). Steve confirms the cost of this insurance is \$3800. Shawn confirms that this premium is included as part of the larger liability policy. Kim explains that the cyber-liability insurance premium is based on the year-end budget from 2020 of \$38,707 and is \$3,767. The bottom-line amount is \$2,675.

Minutes: Sheila states that she has resolved the issues of the "inaudible" parts of the October 18, 2021, BOS public meeting that was held at the Community Center and has e-mailed those corrections to the BOS. Sheila notes that the name Lisa Stittle needs to be changed to Lisa Stith throughout the document. Shawn thanks Sheila for figuring out the "inaudible" issues and amending the minutes. Scott motions to accept the minutes for the October 18, 2021, BOS public meeting as amended by Sheila. Second by Dottie. Vote is unanimous (5-0).

The BOS review the minutes for the November 1, 2021 BOS public meeting. There are no corrections or amendments noted. Sheila motions to accept the November 1, 2021, BOS public meeting minutes as written. Second by Dottie. Vote is unanimous (5-0).

Shawn reads the Town Announcements listed below.

Sheila states that the BOS Office used to keep the year's payroll and vendor records in the second drawer of the second cabinet, but she couldn't find some of them the other day. Kim explains that she has had to box the records from the early part of 2021 due to space issues in the cabinets. Sheila states that those records are supposed to be in the files until the end of the year. Kim reiterates that she had to move them because there was no room in the drawers, noting the BOS has only two (2) drawers to hold all the signed documents from January 1, 2021 to December 31, 2021. She notes that she only moved the documents from January and February into the storage boxes. Sheila states that Kim needs to let the BOS know if she changes procedures. Kim responds that she didn't know there was a procedure. Sheila reiterates her concern that files were moved out and the BOS was not made aware of that. Kim reiterates it was necessary to move the files because she had no room in the drawers for new documents. Shawn notes that all Sheila had to do was ask Kim for the files.

VII. Town Announcements

Calendar

- 🚩 **November 22- Monday:** Board of Selectmen's Meeting at 7:00 PM at the Town Hall. Budgets to be reviewed are the Information-Technology, Government Buildings, Executive- Selectmen
- 🚩 **April 9, 2022- Saturday:** Danville Rabies Clinic at the Danville Police Station.

**Hazardous Mitigation Plan meetings will be held on Wednesdays, via ZOOM from 1:00 PM- 3:00 PM
On Nov. 17, Dec. 1, and Dec. 15.**

There being no further items to discuss, Sheila motions to go into a requested Non-Public session under NH RSA 91-A 3:11(L). Second by Dottie. Roll Call Vote: Shawn-yes, Steve-yes, Scott-yes, Sheila-yes, Dottie-yes.

The public session of the November 15, 2021 BOS meeting ends at 9:25 PM

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

Respectfully Submitted
Deborah A. Christie

ⁱ State of New Hampshire. NH RSA Title III-Towns, Cities, Village Districts, and Unincorporated Places. Chapter 31: Power and Duties of Towns. Section 31:95-b. Miscellaneous: 31:95-b Appropriation for Funds Made Available During Year. Paragraph III. Online at www.gencourt.state.nh.us/rsa/html. November 15, 2021.

ⁱⁱ See Attached letter from Eversource dated August 24, 2021.