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Town of Danville
Board of Selectmen
Monday, November 29, 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; James Seaver, Road Agent; Andy Ward, Highway Dept.; Stacie O'Connor, Field Coordinator; Barry Hantman, Chair, Cable Committee, Town Moderator;

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. 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 closes the Delegate session at 7:03 PM

II. Budgets

The BOS will be reviewing the budgets for the Highway Dept as listed below.

#4323.20- Household Hazardous Waste (HHW) Collection: Mr. Seaver presents the #4323.20 HHW budget for $15,000. He explains that the FY2021 budget of $7000 was overspent on the Spring HHW day in Plaistow and he has not yet received the bill for the Fall HHW day that was held in Chester. Shawn confirms his understanding that the agreement is that Plaistow holds the Spring HHW day every year and applies for a NH State grant to help underwrite those costs. The Fall HHW day is hosted on a rotating basis among the participating towns. Bills are sent by the host town to the participating towns based on the number of each town's residents that used the service. He notes the participating towns fully fund the Fall HHW day. Shawn expresses his concern with the bill from Plaistow, noting that some of the costs of that HHW day should have been offset with the grant money. Mr. Seaver confirms that Plaistow did get the grant, but notes that Plaistow did not hold their Spring HHW day in 2020 due to COVID. Mr. Seaver explains that Danville had sixty (60) households participate in the Spring HHW day. Usually, only twenty (20) households participate. He notes that a total of over 500 households participated in the Spring HHW day.

Mr. Seaver states that eighteen (18) Danville households participated in the Fall HHW day in Chester, and this reflects the normal number of participating households. He also points out that Danville has a lot of new homes, new owners, etc. with "stuff". He expects the bill from Chester to be approximately $2000. Mr. Seaver explains that he funded the HHW budget at $15,000 due to the over-expenditure of the FY2021 budget. Shawn agrees that the Town needs to adequately fund this program. Mr. Seaver notes it's like trying to forecast for winter snow.

Mr. Ward explains that the HHW invoice is broken down into the types of HHW, batteries, bulbs, paint, etc. Shawn reiterates it was the price that was "the shocker", but when it is put into context, it is understandable. Mr. Seaver states that the 2022 hosts for HHW day will be Plaistow in the Spring and Kingston in the Fall. He states that because Kingston is much closer to Danville, he expects that more town residents will participate in that HHW day, and that will cost the Town more. Shawn agrees that "seems very logical given the context of the circumstances" and that he can support the increase. Dottie motions to approve the budget for #4323.20- Household Hazardous Waste Collection for $15,000. Second by Sheila. Vote is unanimous (5-0)

- **#4323.20- Household Hazardous Waste Collection budget is approved for $15,000 Vote is 5-0.**

#4520.60- Maintenance of Recreation Facilities- Playground: Mr. Seaver presents the budget for #4520.60- Maintenance of Recreation Facilities- Playground for $18,745. He explains that only $2000 has been expended from this budget in FY2021, but that he will be ordering some picnic tables and park benches before the end of the year. He states that in FY2022, he would like to repair the tennis courts. They will need new posts and the courts are cracking. Mr. Seaver states that he believes the Town should not lose this facility, so they need to fix it. Mr. Ward notes that they have seen people using it. Shawn agrees that he has seen that as well. Mr. Seaver explains that the hoops were broken, so the Highway Dept. has removed them and will repair and sandblast them for next summer. Mr. Seaver states the increase also includes the port-a-potty rentals, noting there was a problem this year. He asks that playground maintenance be part of the Highway Dept. because he was able to negotiate a "good deal" on three port-a-potties that will allow the Town to have them available from May to October for $1500.

Other items in the budget include replacing the wood chips under the swings for the playground at Goldwaite Park, adding a gate at Day Field, and repairing fencing at Day Field. Mr. Seaver states that he would like to put a gate onto Day Field on the parking lot side of the Community Center. He explains that they had tried to get a truck in there when the Baseball League was trying to repair the fields and they couldn't get the truck through the existing gate resulting in the loam being dumped on the side of the parking lot. He also explains that there are areas of the fencing that need to be replaced to prevent injury. Mr. Seaver notes that the new gate would give more access to Day Field for events like Olde Home Days.

Sheila asks if Chief Parsons had spoken to Mr. Seaver regarding putting a canopy over the stage. Mr. Seaver confirms she's referring to the stage at Goldwaite Park. He states that he and Chief Parsons had discussed the issue and both feel that money should be raised via fundraising. He explains that his father was a musician and that he attended outdoor concerts throughout his childhood. He suggests the Town could sponsor monthly "bands" during the summer, like Hampstead and Plaistow have, noting that it would encourage the Townspeople to use Goldwaite Park. Shawn agrees it would draw more people and better the park. Mr. Seaver reiterates that the project would be more of a "fundraiser-type of project" because it could be an expensive project

Mr. Hantman states that there is a large generator at Goldwaite to provide power to the stage. He notes that it hasn't been used for a couple of years. Mr. Seaver explains that the Highway Dept. took it back to the garage last spring. Mr. Ward has gone through it and it runs fine. Shawn agrees it should stay at the garage until it is needed. Sheila motions to approve the budget for #4520.60- Maintenance of Recreation Facilities and Playgrounds for $18,745. Second by Dottie. Vote is unanimous (5-0).

- **#4520.60 Maintenance of Recreation Facilities and Playgrounds budget is approved for $18,745 Vote is 5-0.**

***#4312.20- Road Maintenance*:** Mr. Seaver presents the budget for #4312.20 Road Maintenance for $707,237. He reviews the budget with the BOS.

- **HW1-110- Salaries:** Mr. Seaver explains all the salaries increases are only for the 4.4% COLA. The breakouts of each salary are reflected on page #2.
- **HW-120- Part-time salaries:** Mr. Seaver notes this also includes a part-time clerk and an on-call driver. He explains that after a year on the job, he feels that he needs a clerk now that he knows what's going on. He would like someone for approximately five (5) hours a week. This line has decreased from the FY2021 budget.
- **HW-140- Overtime:** Mr. Seaver explains this is mostly for snow removal. He notes that recently they have had overtime as a result of downed trees and accidents that have over-expended this line in the FY2021 budget.
- **HW-342- Office Expense:** Mr. Seaver has increased this line because he did over expend this line in FY2021. He notes most of the expense is for ink.
- **HW-343- Communication:** Mr. Seaver states that the Highway Dept has the same issues as the Fire Dept with the need to purchase repair supplies and/or update their radio equipment. He notes the Highway Dept will also need to purchase more equipment so that everything has radios.
- **HW-344- Postage:** Mr. Seaver has decreased this line. He estimates that he mails six (6) to eight (8) letters each pay period. He also needs postage for mailing plans, etc.

- **HW-345-Permits:** Mr. Seaver has not funded this budget line this year.
- **HW-346- Dues and Subscriptions:** This line has been level-funded. It includes the dues for membership in the Mutual Aid program.
- **HW-347-Education/Training:** This line has also been level-funded. Mr. Seaver states there were no expenditures from this line in 2021 due to COVID, but classes are restarting. He notes they can attend ZOOM meetings, but the current Highway Dept. laptop is not able to support that platform.
- **HW-390- Contract Services:** Mr. Seaver states that he has changed this line and now uses it to reflect expenditures for equipment rentals such as the mowers for roadside mowing. He notes that he also hired a contractor with a mower, and will continue to use this line for any equipment and/or contractors that he needs to rent.
- **HW-391- Tree Removal:** This line has been level-funded. Mr. Seaver states that this week the Highway Dept will be removing a big maple on Johnson Rd. He notes that after talking to the neighbors along a very narrow section of that road, they may be removing additional trees and stumps so the Highway Dept. can widen the road in that area.
- **HW-430- Vehicle Maintenance and Repair:** Mr. Seaver explains that supply costs have increased and that finding parts is difficult. He explains that Mr. Ward redid the International that was Mark Roy's truck and it is now running. They have scheduled updates to Truck #2, the old rescue truck. Mr. Ward states that they have already cleaned out and changed out the seating in the cab, but the truck also needs kingpins, brakes, and brake line work. They are planning on taking the body off next summer and cleaning the frame. Mr. Seaver notes that is a great truck and does most of the work. Shawn confirms that new trucks only need maintenance. Mr. Seaver agrees that the newer trucks require less maintenance, but the parts are extremely expensive.
- **HW-431- Major Road Repair:** Mr. Seaver states that he has expended $143,663 from this line in FY2021, but has not received the bill for Kimball Terrace and that he has just finished crack sealing the roads. He notes the vendor did more than he quoted for, but that a lot was done. Mr. Seaver notes that he would like to stay with that program to try to hold some roads.

Mr. Seaver explains that he has increased the Road Repair budget to $350,000 because some roads are very bad and just need to be done. He states that he wanted to budget $450,000, but notes that the Highway Block Grant is $108,000. He is asking to use the Block Grant money to add to the Major Road Repair budget so that he will have the $450,00.

Shawn explains that the Town takes the Highway Block Grant money in as revenue because the Town spends more than the grant funds on the Highway Dept. The Highway budget is the approved budget and the block grant funds are not added to that budget. Shawn notes there are also accounting issues involved because the Highway Block Grant is not part of the Highway Dept. budget. Mr. Seaver explains that he underbudgeted for road repairs anticipating that he would be able to add the Block Grant funds directly to his budget. Sheila states that the Highway Block Grant is not always that large. Mr. Seaver notes that the 2022 Highway Block Grant is estimated to be $109,000 and he will possibly be adding two new roads to the Town's road inventory next year.

Shawn explains that he would support $750,000 for the roads, but realistically the BOS "can't grow the budget that quick, even if they can justify it, due to the tax impact." The BOS tries to grow that budget in a "controlled manner". Mr. Seaver notes that no one knows what the State bid for the hot top will be in 2022. He expresses his concern with "putting band-aids on stuff and eventually it's not going to work." Sheila explains there is another grant coming that is just for the Highway Dept. She does not know how much but is another part of the ARPA grant for infrastructure. Mr. Seaver agrees that could be used to increase the Road Repair budget.

Mr. Seaver outlines his road plans for 2022. He explains that he plans to do Sawmill Rd, and that will also need drainage work that will be expensive. He is also planning on doing Candy Lane and a couple of other roads. Mr. Seaver notes that Kingston Rd was ground and a binder put on it in 2014 and should have had a top coat a long time ago. He states that the binder only lasts about three (3) years without a top coat. Mr. Ward explains that the binder starts to dry out because it is too coarse. Mr. Seaver notes that it now has "alligator cracks" all over it and they may have to do a shim and a top coat from the Kingston line to Lou's Hollow. They would then grind the rest of the road to Pleasant St. because all the edges are "blown out." Mr. Ward explains that the sides of Sawmill Rd.

curve down towards the center of the road so badly that it cannot be scraped clean during the winter storms. Mr. Seaver continues, stating that he also wanted to do another skim coat on the other end of Beach Plain Rd. and other small projects around town. Mr. Ward notes that Brookside is also in terrible shape. Shawn reiterates that he feels $350,000 is a reasonable amount in the Road Repair budget, but that Mr. Seaver could have requested $450,000 and justified it.

- **HW-630- Aggregate Supplies:** This line has been level-funded
- **HW-640- Building Maintenance:** This line has also been level-funded. Mr. Seaver notes this line was over-expended in 2021 because they did the electrical to the Salt Shed for the panel. They have also repaired the holes in the side of the Highway garage, installed an outdoor faucet, and repaired the hot water heater. He has also budgeted to paint the Highway garage in 2022.
- **HW-650- Highway Equipment:** This line was increased because the Highway Dept needs more tools for road repairs and maintenance.
- **HW-650-A- New Truck/Equipment Lease:** Mr. Seaver reminds the BOS that with the FY2021 budget they were planning on a seven (7) year lease for the new truck. When they signed the lease, the BOS decided on a five (5) year lease to save on the interest payments. This increased the lease payments.
- **HW-651- Highway Equipment Repairs:** This line has been level-funded. It included repairs for the small equipment and maintenance for the backhoe.
- **HW-660-Small Equipment Fuel:** Mr. Seaver has decreased this line because the Highway Dept no longer uses gas-powered sanders. He notes that they have kept them as backups. He has purchased an electric sander for the old rescue truck and all the other sanders are hydraulic. Mr. Ward and Mr. Seaver state the that electric sander works extremely well on the old rescue truck.
- **HW-661- Vehicle Fuel:** Mr. Seaver notes this line has increased because the Highway Dept. has more vehicles than they did last year and fuel prices are increasing.
- **HW-680- General Supplies:** This line was increased due to an increase in the use of necessary supplies
- **HW-681- Catch Basins, Culverts, Pipes:**
- **HW-690- Highway Signs:** These two lines have been level-funded. Mr. Seaver notes that they need some 18" copper pipe and that he has a couple of highway signs on order.

Lines **# HW-202, HW-210, HW-211, HW-212** all reflect the Highway Dept payroll costs for FICA and other Town benefits.

Shawn states that "he can live with that number", noting that it is higher than the BOS normally likes it to be. He notes that he understands that prices are increasing and a large part of the budget is paving which is petroleum-based. Mr. Seaver agrees noting that recent purchases required searching for the products at a reasonable price and there was still a substantial increase over previous purchases for the same items. Steve motions to approve the budget for #4312.20 Road Repairs for $707,237. Second by Dottie. Vote is unanimous (5-0).

- **#4312.20- Road Repairs budget is approved for $707,237 Vote is 5-0.**

#4312.30- Storm Water Management: Mr. Seaver presents the #4312.30 Storm Water Management budget for $12,009. He states that he has added line **#SW-120** for a **Storm Water Clerk** explaining that he needs someone for approximately two (2) hours per month for assistance. Shawn asks if this could "morph" into one person with the Highway Clerk position. Mr. Seaver explains that this person would need to be someone who knows stormwater management. He notes that he already has a candidate in mind. He states that he has been working with the Conservation Commission and it would be easier with another person who "knows what's going on".

- **SW-390- Storm Water Testing** and
- **SW-550- Brochures and Public Education** have not been funded for FY2022
- **SW-610- General Supplies:** Mr. Seaver explains that someone donated a file cabinet and he needs the supplies to set it up. He notes this file cabinet will just be for Storm Water Management records.
- **SW-611- Storm Water Management Consultant:** Mr. Seaver notes that he has just received the bill from the consultant to finish the MS3 requirements.
- **SW-612- Street Sweeping:** Mr. Seaver has funded this line because the Town now has roads that have curbing and catch basins. He confirms with Sheila that Ward Way and the cul-de-sac will require more "street-sweeping type" services. Shawn notes this line has decreased from last year.

Dottie motions to approve the budget for #4312.30 Storm Water Management for $12,009. Second by Sheila. Vote is unanimous (5-0).

- **#4312.30 Storm Water Management budget is approved for $12,009. Vote is 5-0**

#4312.50- Winter Maintenance: Mr. Seaver presents the #4312.50 Winter Maintenance budget for $170,000. He reviews the budget with the BOS

- **SN-392- Contracted Services:** This line has been level-funded because "it worked". Mr. Seaver explains it pays for all his subcontractors, and if he needs a loader, he has that covered. He notes that he level-funded it even though he didn't expend all the FY2021 budget because he can't forecast what kind of winter it will be.
- **SN-430- Equipment Maintenance:** This line has also been level-funded and includes repairs/replacement for sanders, plows, chains, cutting edges, etc.
- **SN-681- Sand/Salt Supplies:** Mr. Seaver explains that he has enough sand, but that salt prices have sky rocketed. He states that he paid $46.75 per ton for salt last year, and this year it is $67.00 per ton from one of the Town's suppliers. He notes that the other supplier who supposedly has the State contract is charging $71.63 per ton from Morton Salt. Mr. Seaver explains that he used Eastern last year and will continue to do so this year. He explains to the BOS that Morton Salt also provides the "magic salt" that has additives to it so that it will work when the temperatures get lower. That product is almost $80.00 per ton. He notes that the cost of a tractor-trailer load of salt, plus the delivery charges is approximately $2500. Shawn asks if Mr. Seaver intends to "pre-order" the salt and sand from the FY2021 budget. Mr. Seaver confirms he will be ordering as much as he can at the end of the week. Sheila notes that now the Town has the room (with the new Salt Shed). Mr. Seaver states that he already has approximately 200 tons in the shed. Shawn asks Mr. Seaver to use his judgment regarding how much he needs to keep on hand.
- **SN-740- Machinery and Equipment:** Mr. Seaver has also level-funded this line, noting it is used for new equipment for the sanders. Mr. Seaver explains that one of the sanders needs new headboards and he wants to replace some of the sander headlights with LED lights as they are much brighter. He also wants to purchase cameras for the sanders. He states that the new truck has a camera installed that looks directly down into the sander body. This is a safety issue as the drivers no longer need to climb up on the side of the trucks and that the Highway Dept needs to start talking more about safety. He notes that "Danny's" truck and his truck would need these cameras. Dottie motions to approve the budget for #4312.50 Winter Maintenance for $170,00. Second by Sheila. Vote is unanimous (5-0).

- **#4312.50 Winter Maintenance budget is approved for $170,000 Vote is 5-0.**

#4520.20- Park Maintenance: This budget reflects the mowing contracts for the Town's fields and facilities. Kim has received quotes from Auger for $30,011. She explains that the contract for mowing the Town facilities increased to $13,632, but that Auger has not increased his contract with the Town since 2016. The contract for the Park Maintenance is $16,379. Kim reviews the breakdown of the contracts with the BOS, noting that it includes the parks, summer mulch management, the Town Hall/Safety Complex, and the library mowing. Dottie asks when was the last time the contract went out to bid. Kim responds that she does not know as she's only been here a year. Shawn states that it has been a while and that the BOS can still go out to bid and use the current contract quote as a "placeholder" in the budget. Mr. Seaver notes that getting quotes is the hardest thing and that he is continually calling people and they either don't have the workers or they can't get the parts. He gives an example of trying to get quotes for line-striping that has increased by 50% because of the cost of the paint. Kim agrees, noting that many companies/people simply state that they "don't want to bother" with quoting a price. Sheila reminds the BOS that Beth Caillouette, the Trustee of the Cemeteries, was also talking about going out to bid for the cemetery maintenance contract. Sheila states that the BOS can also go through the bid process for next year's budget. Shawn agrees, noting there is an issue now that Auger's quote is public and that others can use that information to develop their quotes.

Kim expresses her concern with a new contractor having the multiple years of experience that Auger and his crew have. She notes that he "has his people" who work for him and that he treats them well. Sheila states that she has no problem waiting to go out to bid next year. Mr. Ward notes that Mr. Auger does a nice job on the Colby Pond fields. Kim agrees noting that Mr. Auger does a nice job everywhere. Shawn explains that he likes to go out to bid when the quotes "don't pass the sanity sniff test", noting that is not the case here, and that he is a bit surprised

that the quote isn't higher. Sheila states that she is okay with the new quote. Sheila motions to approve the budget for #4320.20 Park Maintenance (Mowing) for $30,011. Second by Dottie. Vote is unanimous (5-0).

- **#43202.0 Park Maintenance (Mowing) budget is approved for $30,011 Vote is 5-0.**

Mr. Seaver confirms that the BOS has no further questions for him. Shawn notes that he has received many compliments from the public regarding the roads and plowing. Mr. Ward states that they have also received positive input from COAST and the Postal Service regarding the ability to pull off the sides of the road. Mr. Seaver states that it's all a work in progress.

Shawn and Kim discuss the remaining budgets and department budget updates. Shawn reminds the BOS that they need to start thinking about the Warrant Articles for the ballot. Kim asks if there are deadlines. Shawn explains that the LGC (Local Government Center) usually sends out a calendar to remind towns of the dates and deadlines and asks Kim to find out these dates. Mr. Hantman (as Town Moderator) explains that Chris, the Town Clerk has that calendar. Shawn reminds Kim that there are also Citizen Petition Warrant Articles in addition to the BOS Warrant Articles and those dates/deadlines must be set as well.

Mr. Hantman explains that the BOS needs to set the date of the Deliberative Session because that will determine the deadlines for all the Warrant Articles. Shawn asks Mr. Hantman to suggest a date. Mr. Hantman suggests Saturday, February 5, 2022, noting that the Deliberative Session is usually the first or second Saturday in February. Sheila confirms the snow date will be Sunday, February 6. Shawn confirms that the consensus of the BOS is that the Deliberative Session will be on Saturday, February 5, 2022, once it is confirmed that is a valid date with the calendar.

Sheila reminds the BOS that she has already proposed a Warrant Article regarding the elderly property tax exemption.[i] Shawn states that he remembers the BOS discussed it briefly and decided to wait to finalize the numbers. He explains the procedure of this process he has used in previous years, stating that he would like to follow the same procedure to maintain consistency in the process. He states that the BOS used the old values of the various exemption age groups and increased those exemptions by the same percentage of increase in the new valuations, noting that statistically, this would keep everything at the same average. Sheila confirms this is also how she did the calculations.

Kim clarifies the Warrant Article process with Shawn and confirms that all the Warrant Articles are voted on by the BOS, are presented and voted on at the Deliberative Session, and then move forward to the official ballot.

#4150.60- Information Technology (Updated budget): Shawn explains the BOS needs to update this budget to reflect increases in the Internet Services Provider line and the Webhosting lines. He notes the budget was originally approved for $90,083. That amount has been updated to $90,253 and includes the updated costs for Comcast and Consolidated Communication IT services. Sheila motions to approve the updated budget for #4150.60 Information Technology for $90,253. Second by Dottie. Vote is 4-yes, 1-no and 0- abstentions. (4-1-0). Steve has voted no.

- **#4150.60 Information Technology updated budget is approved for $90,253. Vote is 4-1.**

III. Old/New Business

Minutes: The BOS review the minutes for the November 15, 2021, BOS public meeting. Sheila asks to discuss the minutes. She states that she believes they do not need to be as detailed as they are and that the "details are getting in the way" of the recording secretary doing them. Kim explains the e-mail that she had received from the recording secretary that explained that she was hired to do them as a transcription. Shawn agrees the transcript is highly detailed. Scott notes the minutes could probably be " a lot more compressed" but that he's not sure of the negative side of having more detail. Sheila expresses concern that the draft minutes are not available as required in the RSA. Scott states that he believes the public draft could be a very abbreviated version and the notes that Kim takes would satisfy that requirement if they were requested, noting that if draft minutes aren't requested there is no issue. Shawn suggests that Kim request that the minutes be "more condensed". Scott notes that the minutes

have always been on time until this recent illness and that he feels too much information is better than not enough. Shawn agrees.

Steve reminds the BOS of the ongoing issue with Eversource and that the November 15 minutes detail the issues and discussion at that meeting. He states that if there is going to be legal action, it is better for the BOS to have more documentation. Sheila notes that the BOS has the video. Steve explains that he believes having the document is better and gives the Town a stronger stance. Scott reiterates that he doesn't see a "downside" to having the details. Shawn agrees with Steve and Scott. Sheila notes that the video "has to be brought up" and that they "can't just spring it on somebody" in court. Steve states that in court, the one with the most ammunition and most organization usually wins.

Steve and Sheila discuss the upcoming meeting with Eversource and how that will be recorded. (It is not a legal meeting). Steve states that he takes notes for everything he does. Kim reminds Sheila that Eversource will be presenting its restoration plan at the December 6 BOS meeting (which will be recorded). Steve notes that he, Mr. Hantman, Mr. Springer, and Ms. O'Connor will be at the Eversource meeting on Thursday, December 2, and can validate the discussions.

Shawn reminds the BOS that the meeting for November 15, 2021, was longer than usual and included additional comments from the public. He can understand why the minutes were so long. He reiterates that he agrees with Steve and Scott that more detail is probably better and is okay with the minutes "as is". Scott notes that if timeliness becomes an issue down the road, it can be addressed then. Dottie motions to approve the minutes of the November 15, 2021 public BOS meeting as written. Second by Sheila. Vote is unanimous (5-0).

Non-Public Minutes: The BOS review the minutes for the November 22, 2021 Non-Public Session under NH RSA 91-A 3:II(d). Dottie motions to approve the minutes as written. Second by Sheila. Vote is unanimous (5-0).

The BOS review the minutes for the November 22, 2021 Non-Public Session under NH RSA 91-A 3:II(b). Dottie motions to approve the minutes as written. Second by Sheila. Vote is unanimous (5-0).

Shawn reads the Town Announcements as listed below.

ACO Budget Update: Sheila explains that two bills were paid on this week's pay warrants and that the next payroll will exceed her FY2021 budget. She explains that there was an incident where a cat was hit by a car. The cat "was in rough shape, she had no idea who the owner was, and the cat bit someone." By law, the cat had to be euthanized and sent for rabies testing. It is these costs that have exceeded her budget. Shawn thanks Sheila for bringing this issue to the attention of the BOS and that issues like this are acceptable, noting that often the difference can be made up from the discretionary lines in the budget. He notes this is why many departments wait until the end of the year to expend their discretionary lines to make sure they have enough for unexpected expenditures. Shawn reiterates that Sheila had a fiduciary responsibility as a department head to bring the issue to the BOS. He notes that when a department goes over its budget, the money must come from somewhere else in the Town budget and the BOS has the fiduciary responsibility to ensure the Town stays within the voter-approved budget.

Sheila asks if the rabies test should be expended from the Health Officer's budget, noting that the budget has a specific line item for rabies. Shawn explains that the line is for "testing" and is more for wild animals. The ACO budget is for domestic animals. Shawn suggests keeping the costs in the ACO budget as he believes they belong there and the BOS will adjust for the over-expenditure. Sheila confirms the costs were approximately $400. She also notes that Brentwood (Vet) has been purchased and is now a "corporate" business and that their prices are much higher, but this was an emergency situation.

IV. Town Announcements

Calendar

- **December 3- Friday:** American Red Cross Blood Drive at the Community Center 2:00 PM-7:00 PM

- **December 4- Saturday:** Annual Craft Fair, hosted by the Recreation Committee 9:00 AM- 3:00 PM
- **December 6-** Monday: BOS meeting at 7:00 at the Town Hall. Budgets to be reviewed are Waste Disposal, et al; Personnel, and the updated Police Dept. budget.
- **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 Dec. 1, and Dec. 15.

As there are no further items to discuss, Shawn adjourns the meeting at 8:07 PM

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

Respectfully Submitted
Deborah A. Christie

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[i] ***Warrant Article Request:*** *Sheila states that now that the Town has completed its property re-evaluation process, she would like the BOS to do a Warrant Article to modify the elderly tax exemption. She notes the last time an adjustment was made was in 2016. Sheila explains that she reached out to Fred Smith (Assessor) and reviewed the discussion of when the elderly tax exemption was changed in 2016. She notes that change was made on the recommendation of the BOS to adjust the values accordingly due to the increase in the property evaluations. The overall increase in the Town's property evaluations was an increase of approximately 30%. Sheila states that she has calculated the percentage for the different age groups and gives the following example: Ages 65-74: property values were $73,865 and increased to $96,000. She notes that she has broken down this information and provides it to the BOS. Shawn states that this was a Warrant Article that he would get to eventually. Sheila states that she has also increased the income limits for the exemption. After talking with Mr. Smith, she is suggesting to increase the income limits by 5% based on the rate of inflation. She reiterates that she would like to bring this issue forward on the ballot this year. Shawn notes this change would try to keep the same ratio of the evaluation assessment to the dollar amount of the exemption, keeping the same relative value. Shawn states that he will review Sheila's numbers and recommends that the BOS support this. He thanks Sheila for bringing this issue forward.* ***Town of Danville NH Board of Selectmen's Minutes, November 01, 2021*** *online at www.townofdanville.org. November 29, 2021.*