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Town of Danville  
Board of Selectmen  
Monday, November 7, 2022  
7:00 PM

7:00 PM

Meeting is Video-Recorded.

Selectmen Present: Dottie Billbrough, Vice-Chair; Steve Woitkun, Sheila Johannesen, and Dennis Griffiths  
Chair, Shawn O'Neil is absent and excused

Others Present: Gail Turilli, ZBA administrative assistant (substituting for Kimberly Burnham), Carol Baird, Chair, Heritage Commission

Dottie 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 and for the people of Ukraine. All stood for the Pledge of Allegiance

**I. Delegate Session**

Dottie notes that there are no members of the public in attendance for the Delegate Session.

**II. Agenda**

Dottie states that she will be moving the order of the agenda items around so that the BOS can accommodate those departments that have attended to address their budgets.

**#4199.10- Heritage Commission.** The proposed FY23 budget is \$2,917. Carol Baird, Chair of the Heritage Commission explains that she had e-mailed her budget to the BOS last week. The only increase in the budget was the 6% COLA increase for the Clerk/Secretary position. This increased the budget by \$126.00. She had also added \$1.00 to the postage line. The total increase in the FY23 Heritage Commission budget is \$127.00. She asks if there are any questions on the Heritage Commission budget. Steve and Dennis both state that they have no questions. Dennis commends Ms. Baird on presenting such a well-detailed budget and states that he wishes everyone followed that format. Sheila notes that "they're supposed to, but that the Heritage Commission is the only department that follows those requested guidelines." Dennis states that the budget was "really easy to follow and that it was "super reasonable and he has no issues." Steve motions to approve the Heritage Commission budget as presented. Second by Sheila. Vote is unanimous (4-0).

 **#4199.10- Heritage Commission budget is approved for \$2917**

**Stage Coach Stop Valuation Update:** Ms. Baird states that she watched the BOS meeting last week and noted the question regarding the value of the Stage Coach Stop building. She states that she sent Dottie a copy of the 2013 report which had a breakdown of the grant money that was invested in the building and wants to ensure that information was helpful and that perhaps it would result in a more realistic valuation of the building. Dennis states that he hasn't had a chance to review that information and reassures her that he will do so. Dottie explains that there haven't been any decisions about this yet, but the BOS was supposed to discuss this issue at tonight's meeting. She notes that "some of the buildings (on the insurance list) do not have very good numbers." Ms. Baird explains that she heard Shawn mention the valuation of the Stage Coach Stop and was concerned because it was so low compared to the grant funds that had been invested in the building. She notes that the Heritage Commission had also spent money from the Heritage Fund on that building and that the Stage Coach Stop had value as a building before these investments were made. Ms. Baird also expresses her concern that the State Coach Stop is valued at \$0 on the tax card and "the shed" is valued at \$11,000. She notes that there is only one building on the property and that is the Stage Coach Stop and it is a building and not a shed. Ms. Baird questions if the tax card may be the source of the problem with the current valuation of the building.

Dottie explains that she believes that Kim has spoken to Fred Smith, the Town's appraiser. She expresses her concern that the Red Schoolhouse, which is only one-half the size of the Stage Coach Stop, is valued at \$60,133 and states she believes the Stage Coach Stop should be valued at approximately \$120,000, noting that it has "more stuff" in it. Ms. Baird agrees. She states that the Red Schoolhouse has very few items in it but the Stage Coach Stop is used for storing a large number of historical items.

Ms. Baird explains that the 2013 grant for the Stage Coach Stop was for \$67,149, of which \$24,000 was used to move it to its current location. She notes the BOS can determine if they want to include that amount in their valuation of the building. She reminds the BOS that Heritage Fund money, as well as Town money, was used in that building. She notes the BOS used Town funds to pay \$3200 to restore the windows. Ms. Baird reiterates that it is obvious the current valuation of \$17,000 is not accurate. Dennis, noting that Ms. Baird probably knows the building best, asks her opinion on what would be an appropriate valuation for the Stage Coach Stop, reminding the BOS that Dottie had just suggested a valuation of \$120,000 based on the current valuation of the Red Schoolhouse for \$60,000. Ms. Baird suggests the Stage Coach Stop should be valued at a minimum of \$80,000 based on the amount of money that has been invested in the building. She also suggests that the BOS increases the valuation of the "personal value of contents." Ms. Baird explains that the Heritage Commission had videotaped the interior of the Stage Coach Stop and gave a copy of that video to Patty Hess approximately four (4) years ago. Kim has found the video in the selectmen office. Ms. Baird reiterates the difficulty of assigning a monetary value to historical items as markets are always changing.

Dennis asks if the video of the contents is up-to-date. Ms. Baird explains that there are a few new things from the Towle Farm as well as from Mary Burnett in South Danville (tools, etc.), but she doesn't feel that these items would make a huge difference. She notes that the Heritage Commission also has a written inventory and suggests that next year when they are cleaning the Stage Coach Stop, they could make an updated video. Ms. Baird gives an example of several old straw mats that were found on the second floor. It was a complete mystery as to what they were. The hats were handmade from straw and all had different stamped designs. The Heritage Commission was finally able to identify them as being from the China Trade in Salem, MA. The China Trade would make these items and ship them to Portsmouth. They were able to find this information from a stamp inside one of the hats. Ms. Baird notes that some of the items stored in the Stage Coach Stop are very unique.

Dottie confirms that the date of the existing video is 2019 and is an inventory of more than just the items stored at the Stage Coach Stop. Dennis suggests that the Heritage Commission document any new items with pictures and redo the video in "five years or so." There are multiple discussions about the best way to do this. Ms. Baird believes that the Heritage Commission should redo the video, noting that they had also many items received from the "huge" Hawke Historical Collection that are stored in the Stage Coach Stop, noting that the Heritage Commission is keeping track of the things they are moving. She explains that in the last five (5) years the Heritage Commission has had quite a few things come in from various people as older family members pass away and homes are being sold. The Heritage Commission is grateful to receive historical items from these properties, noting that the biggest job at the Stage Coach Stop is cleaning it. She explains there is a lot at the Stage Coach Stop and a lot of historical items stored upstairs at the Town Hall. Ms. Baird notes that it would be nice to have a museum one day, but is grateful to have the Red Schoolhouse and the Old Stage Coach Stop to store items until then. Ms. Baird explains that nothing is stored at the Olde Meeting House because it is used.

Dennis states that he wants to publicly apologize to Ms. Baird in person regarding the issues with the ATVs. He states that he is really impressed with how the Heritage Commission does its job; he believes they are doing a great job and he assures her that the Heritage Commission will have his support. Ms. Baird thanked him. Dennis states that he recognizes the amount of effort, work, and passion that she and the Heritage Commission have for preserving history.

Ms. Baird explains that one of the main goals of the Heritage Commission is to get things about the Town's history out for people to see, rather than having them stored in boxes and locked away. She notes that the process takes extra time for the meetings and is a challenge. Ms. Baird states that they have been working on a display about the shoe industry in Danville in the front foyer of Town Hall. She explains that very few people are aware that there were

two (2) shoe factories in South Danville that employed a lot of people. Danville also had a “hand cobbler” portion of the industry as well and that the bakery across from the Town Hall was originally a cobbler shop. One of the shoe factories was where the Colby Memorial Library currently is, and the second factory is where Danville Chenille is.

**2023 Bulk Pickup Update:** Gail states that based on the BOS request to change the date of the Spring Bulk Pickup, Casella has tentatively scheduled the Spring Bulk Pickup for May 27, 2023. She notes that “it’s not going to fly” because that is Memorial Day weekend. Gail explains that Casella has other towns scheduled and it is difficult for them to schedule any additional dates in May. She spoke with Brian Goshon who explained that Casella would rather do Danville’s Bulk Pickup at the end of April as usual because the residents are used to that. Dennis asks her if she discussed the option of having the Bulk Pickup on a Sunday. Gail explains that Mr. Goshon never got back to her with an update on that question. Sheila believes it is probably because Casella doesn’t want to do this on a Sunday, reiterating that they have other towns to do as well. Dottie confirms with Gail that the Bulk Pickup is back to being scheduled in April. Sheila confirms that the Fall Bulk Pickup would be in October.

Dennis reminds the BOS that the impetus behind the requested changes was for good intentions, trying to coordinate a town-wide yard sale with the Bulk Pickup. Dottie suggests that the Recreation Committee could still do one and just back the date up into April. Dennis confirms with Gail that the Spring Bulk Pickup is usually at the end of April, noting the possible dates may be April 22 or April 29. The date for October Bulk Pickup is still to be determined.

**Town Building Valuations:** Dottie states that she feels uncomfortable having the BOS figure out the values of the Town’s buildings and that they need to get these numbers from Fred Smith, or at least have him give them some ideas. Steve and Dennis agree. Dennis states that he “claims no expertise whatsoever.” Sheila gives an example that Steve (as the Fire Chief) would need to figure out the value of all his equipment in the Firehouse. She asks if this would be approximately \$500,000. Steve explains that just the new fire truck the Town purchased last year was \$500,000. Dottie states that the current valuations are seriously undervalued. Steve and Dottie clarify for Dennis that the contents of the buildings are valued (and insured) separately from the value of the buildings as personal property, much like residential insurance. Dottie asks Steve to continue to work on the valuation of the contents of the Firehouse. Steve notes the Highway Garage is valued at only \$46,000 and that the new Salt Shed is not on the insurer’s list, so he questions if it’s even insured. Dennis states that definitely needs to be checked. Steve states that Mr. Seaver also needs to check the value of the backhoe stored in the Salt Shed, noting that it cost at least \$150,000.

Sheila reminds Steve that the valuation of the Firehouse also needs to include the equipment for the Police Dept. Steve explains that the Police Dept. keeps their vehicles outside. Dennis asks about a second building that is at the same address as the Highway Garage, noting that it is currently filled with firewood. Steve explains that this is the old salt shed. Steve agrees with Dottie that if Mr. Smith can’t do the new valuations, the BOS should look for an outside assessor. Dottie reminds the BOS that Mr. Smith is still the Town’s assessor until the end of the year and she would like to use his services first. She also notes that she doesn’t know when the document the BOS is reviewing was done. Sheila asks about a building listed on Rte. 111-A. It is listed at 4800 square feet, built in 1950, and is valued at \$23,080. Dottie suggests that she look it up on the assessor’s map for an accurate location. Sheila also confirms that there is no shed on College Rd. Dennis reminds the BOS that they have previously discussed the shed in the Town Forest. Sheila confirms this is the Conservation Commission’s shed. Dennis confirms that they also have equipment stored there. Sheila expresses her concern that she knows the shed had previously been added to the policy and is not listed. Dennis states that he will address this with Mr. Springer at the next Conservation Commission meeting.

Dottie believes that all the Town’s vehicles are currently insured and questions if they should be insured twice by listing them as contents of the Town’s buildings. Steve suggests that Kim check out this issue, get the values of the vehicles and clarify that the BOS wants replacement costs on all the Town’s equipment, not the current value because the costs have increased. Dottie agrees this is why the BOS is doing this review, to ensure that if anything happened, the Town would be able to replace any losses. Sheila notes a conversation that she had with Kim regarding a recent accident involving two Manchester fire trucks. Both trucks were totaled, and Manchester had self-insured them so the city had to pay out-of-pocket to replace the trucks. Kim has no recollection.

**Emergency Management Plan (EMP) Update:** Gail states that the only thing that she found was an update from March 2014. Sheila agrees and reiterates her previous point that an update needs to be done again. She states that she talked to Kim and there was money taken out of the EMP to pay for the recently completed Hazard Mitigation Plan. Steve expresses his concern that the “process was sold to the BOS as being covered 100% by a grant.” Sheila explains that she does not know if the BOS has to pay for the Hazard Mitigation Plan first and then get reimbursed. Steve states the BOS needs to find out this information. Dottie confirms that the Hazard Mitigation Plan and the Emergency Management Plan are two separate documents. Sheila reiterates that the EMP needs to be updated. Dottie explains that when her husband was the Emergency Management Director (many years ago), he attended yearly training and there was paperwork that needed to be done. She wonders if this is still happening, noting that she does not believe she has seen anything in expenditures from the EMP training line. Sheila states that to her knowledge, nothing has been done.

Steve states that he “needs help” because he wants to concentrate on the Fire Dept. He explains there are three major components to the EMP: the Fire Dept.; the Police Dept.; and the Highway Dept. and that the EMP outlines “who will react (to an emergency).” He reviews the EMP updated from 2014 and states that he doesn’t feel that “a whole lot has changed.” Sheila states that she believes the ACO part of the EMP is not in the 2014 update, stating again that it needs to be updated. Steve suggests that the current Emergency Management Director review the 2014 update and if he approves it, it will then be updated for 2022. Dottie agrees “that needs to happen.” Sheila states that the departments involved in the EMP also need to review the plan. She notes that “there is training that is supposed to be happening which includes going to Concord and sitting in the EOC (Emergency Operations Center) and learning the whole concept of how that works and it’s more than just being the Emergency Management Director.” Dottie asks Gail to ask Kim to let the relevant departments know that the BOS is updating the Town’s Emergency Management Plan.

### III. Budgets:

**#4150.40- Tax Collection.** The proposed FY23 budget is \$81,869. Gail confirms that the budget increased by only 6%. Sheila asks why the Dues and Subscriptions line is budgeted at \$150 when only \$75 was spent in FY22. Dottie notes that the line for Supplies has also increased and is not level-funded as noted. Dennis agrees, noting the increase is 50% over FY22. Gail states that she doesn’t know what supplies have increased. Dottie states that there may be a reason for the increase, but the line can’t be labeled as “level-funded.” Sheila notes there is an increase in the Postage line which is also noted as level-funded.

Dottie states that only \$50 of the \$650 budgeted for Training in FY22 has been spent, but that line has been increased to \$1000 for FY23. Sheila also notes that the FY22 budget for deed recordings was \$3520 and only \$2120 has been spent so far in 2022. That line has been increased to \$3696 in the FY23 budget. Dennis states that overall, he doesn’t question the numbers, but would like a better explanation for the increases in Supplies and Training and an understanding of what training is coming up. The consensus of the BOS is to table the budget until next week’s BOS meeting.

**#4297.10- Advertising and Regional Associations.** The proposed FY23 budget is \$4055 and is noted as an increase in the NH Municipal Association (NHMA) dues. Dennis asks for an explanation. Dottie explains that the Town pays membership dues to the NHMA and she is wondering if this is the cost for the Town to belong. Steve suggests that this budget also be tabled until the information is clarified. The consensus of the BOS is to also table this budget until next week’s BOS meeting.

### IV. Old/New Business

**Minutes:** Dottie asks Gail if there are any updates on the ZBA non-compliance issue. Gail states that Paul D’Amore, the Code Enforcement Officer has sent Mr. Grover a letter regarding his non-compliance with the ZBA’s decision. She will provide a copy of that letter to the BOS. Gail explains that Mr. Grover came in this afternoon and claimed that he had a place to store his vehicles and will be coming back to the ZBA with a new application. Dennis confirms

that Mr. Grover will be storing his vehicles in the Plaistow location. Sheila confirms that Mr. Grover is applying for a special exception under “home business.”<sup>i</sup>

Dottie confirms with Gail that the BOS only has the minutes for the October 31, 2022 BOS public meeting. Sheila questions Gail if she also had the minutes for the October 31, 2022 BOS Non-Public session and for the November 2, 2022 Emergency BOS meeting. Gail reiterates that she does not have those minutes. After reviewing the minutes, Sheila motions to approve the minutes for the October 31, 2022 BOS public meeting as written. Second by Steve. Vote is unanimous (4-0).

Dottie reads the Town Announcements listed below.

**ACO Van Update:** Sheila states that she has looked online for the value of the ACO van and believes it to be \$5000-\$7000. Dennis asks her where she got her price noting that he had used Kelly’s Blue Book. He explains that he looked up the model, year, and relative condition of the van and that he “plugged in a variety of values and then receives a value range based on a private sale, trade-in, etc.” He notes that at the high end (private sale) the comps were approximately \$3200-\$3300. Sheila states that she found the value “just going online,” and that she “Googled it in and looked to see what the van was going for on the market or on Marketplace, where people sell their vehicles.” Steve confirms that she’s referring to the Facebook Marketplace. Sheila believes that “it’s something like that.” Steve explains to Dennis that this is something like Craig’s List.

Sheila reminds the BOS there is only \$5000 in the Van Replacement Fund and states that the board won’t find a second-hand van for even \$15,000, noting “there’s nothing out there for vehicles.” She notes the current ACO van’s body is in great shape, that it does have some miles on it, and it is a 2005. Sheila checks the estimate and notes the van has 157,625 miles. Dennis notes that this is less than 10,000 miles per year. Steve explains that the van used to be “fleet maintained” as a Safeway vehicle. Sheila states that this is the second or third van from Safeway and that the Town purchased this van. Steve and Sheila agree that the van was “very well maintained.” Sheila states that she’s kept up the annual maintenance and that it is inspected thoroughly for its sticker.

Steve asks Sheila what the ACO van is actually used for. Sheila explains she usually uses the van to pick up a dog, a dead animal, or a cat. She explains that not every call requires her to physically drive to the location. She notes that she has also used the van to transport animals from people’s homes that have passed away or are elderly and have to relinquish their pets, as well as transporting other animals to Stratham (NH SPCA).

Dennis asks Sheila how many miles she puts on the van in a year. Sheila states that she has no idea. Dottie explains that the ACO van is like the fire trucks, it doesn’t get a lot of miles but does sit and idle at scenes, noting there are more hours on the vehicle than miles.

Steve asks if it would be possible for Sheila to use her own vehicle and be paid a stipend or mileage, or what would be the ideal vehicle that could be used by multiple Town departments. He notes his issue is with the van “not moving much.” Sheila explains that she gets very few calls in the winter and that she’s not willing to use her own vehicle again. She explains that she did it before when she had her Trailblazer, but her current vehicle is smaller and she doesn’t want to put a strange animal in her own dog’s crate due to infection risks. She explains that her preferred vehicle is the van, noting that with a pick-up truck she has to lift an animal in and out of the back of the truck, with the animal facing her. She notes that a pick-up truck would also have to have a cap and there are issues with temperature during the very cold winters and very hot summers. Sheila also notes it’s easier for her to get in and out of the back of the van. Sheila confirms the current ACO van does not have a back seat and she doesn’t know where it is. She explains that her “Association” has provided a carrier separation between the seat and the back of the van for her protection if an animal got loose.

Dennis asks if anyone else uses the van. Sheila explains that sometimes the Police Dept. uses it. She states that at first, she didn’t want them to because they were “tossing her equipment outside and it was disappearing.” Dennis confirms that this issue has been worked out and the Police Dept. now asks before using the van and that Sheila is

willing to allow other Town departments to use the van if they ask. Sheila notes that she just needs to know it's being used so she doesn't go to use it and it's gone.







Dennis expresses his concern that the van sits outside all the time and that is what is causing the rot. He notes that moisture is going to rot the bottom of any vehicle sitting outside and suggests that if the BOS decides to repair the current ACO van, they also have it treated with some kind of undercoating to reduce the amount of moisture damage. Sheila notes that the van has been treated for this before. She explains that she also checked the estimate with the costs online and it appears to be comparable, noting the estimate also includes a 12-month/12,000-mile warranty. Dennis confirms that the estimate was only to repair the casing of the transmission.

Dennis states that the primary reason he wanted a second opinion on repairing the ACO van was to evaluate if it would be better to simply replace the transmission rather than trying to patch it together and that he believes it would be worth looking at that option. He reminds the board that the van is putting on under 10,000 miles a year and there is probably still plenty of engine life left. If they can keep the bottom from rotting out and maintain the rest of the vehicle, he feels it would be a loss to throw the vehicle out. Dennis confirms that Steve could get the repairs done at one of the vendors discussed at the previous meeting. Steve confirms with Sheila that the van is still at her repair shop and that he will try to get it this week. Sheila suggests that he speak with "Dave", noting that she's used him and trusts him. Dennis reiterates that he wants a second opinion just to make sure the transmission is the only issue with the van. Sheila states that she doesn't care who does the repairs, as long as the van gets fixed. Dennis agrees that given the cost and availability of vehicles at this point in time, it would be best to try to keep what the Town has.

**ACO Radio Request:** Sheila explains that when she reached out to Chief Parsons to offer to replace all the Police Dept. radios through the ARPA grant, rather than piecemealing the purchasing, she had asked him to order a radio for the ACO because the one she is using is a hand-me-down and doesn't work well. Her radio was not ordered. She has since tried to get two (2) quotes. Motorola would not respond to her request for a quote, so she reached out to TCS, the company that Steve uses for his Fire Dept. radios. Dennis confirms with Steve that these are Kenwood radios. Sheila states that she doesn't care what brand of radio she has, noting that she only uses it when she is out on a call. Steve motions to approve the purchase of an ACO radio for \$1,448.89 from the ARPA funds. Second by Dottie. Vote is 3-yes, 0-no, 1- abstention (3-0-1). Sheila abstains from the vote.

Steve notes that he has spare radios that Sheila can use to get by until the new radio comes in. He explains she will need to check to see if there are any Police channels on them, noting it may be a long time before the new radio comes in. He notes that he waited 4-5 months for the Fire Dept. radios and the Highway radios won't be in until 2023. He reiterates that he will provide Sheila with a decent radio and charger that he is taking out of service for the interim. Sheila thanked him.

## V. Town Announcements Calendar

-  **November 8- Tuesday:** General Election @ the Community Center 8:00 AM- 8:00 PM
-  **November 14- Monday:** Board of Selectmen's Meeting – Town Hall at 7:00 PM
-  **November 19- Saturday:** NH Fish and Game Moose Program @ the Community Center 12:00 (Noon)-3:30 PM. Sponsored by the Colby Memorial Library and Danville Animal Control.
-  **November 26- Saturday:** Holiday Senior Luncheon- Community Center 12:00 (Noon)- 2:00 PM. Hosted by the Recreation Committee.
-  **November 26- Saturday:** Christmas Tree Lighting Ceremony on Main St. across from Danville Market @ 5:00 PM. Activities to follow at the Community Center until 9:00 PM
-  **December 4- Sunday:** Holiday Craft Fair at the Community Center 9:00 AM-3:00 PM. Hosted by the Recreation Committee.

As there are no further items to discuss, Steve motions to adjourn the meeting. Second by Sheila. Vote is unanimous (4-0). The meeting is adjourned at 7:55 PM. Dottie reminds everyone to vote. Minutes derived by video provided on the Town of Danville website.

Respectfully Submitted  
Deborah A. Christie

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<sup>i</sup> Town of Danville. **Danville NH Zoning Ordinances Effective March 8, 2022**. Article IV. Paragraph 2 “Customary Home Occupations.” Pgs. 13-16. Online at [https://www.townofdanville.org/planning-board/files/2022 zoning-ordinance](https://www.townofdanville.org/planning-board/files/2022%20zoning-ordinance). November 7, 2022.