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Town of Danville
Board of Selectmen
Monday, November 21, 2022
7:00 PM

7:00 PM

Meeting is Video-Recorded

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

Others Present: Kimberly Burnham, Selectmen Administrator; Art Griswold, Fire Ward; Chrissy McKeemon, Chair, Danville Lions Club; Sharon Woodside, Chair, Recreation Committee

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. Delegate Session

Shawn opens the Delegate Session at 7:01 PM and asks if there are any members of the public not on the agenda who wish to address the BOS.

Sharon Woodside states that she had publicly insulted Kim and would like to publicly apologize to her. She states there was a misunderstanding about the number of freezers in the Community Center and she was told by phone that the Community Center Committee had told her to get the freezer out. Ms. Woodside clarifies that this was a misunderstanding and apologizes to Kim again.

As no more members of the public wish to speak, Shawn closes the Delegate session at 7:02 PM

II. Budgets

#4221.10- Fire Dept. The proposed FY23 budget is \$522,595. Steve moves around the meeting table to join Fire Ward Art Griswold in presenting the Fire Dept. budget as the Fire Chief. Shawn states that he received a call from one of the other Fire Wards and that he cooperated with the third Fire Ward, and the budget has not been seen by either of the other two Fire Wards. Shawn explains that he is willing to go through the Fire Dept. budget tonight because he has looked at it and feels it is “pretty straightforward,” but the Fire Wards are the committee that approves the Fire Dept. budget. The budget has to be approved by the Fire Wards and noted as such in their minutes before it comes to the BOS. Shawn offers to hear the budget information and have the BOS agree with what they want to approve, but the BOS can’t vote on the budget until the Fire Wards have approved it because the Fire Wards have been elected to represent the Townspeople. Shawn explains that this is also the law. ¹ Mr. Griswold states that he received the budget from John Hughes who said it is not precedent.

Shawn explains that, as a board, the Fire Wards can delegate work, but that they have to approve that work (i.e.: the budget) as a committee before the BOS can approve it. Shawn also explains that by law the next step in the process is that the Fire Dept. budget must be approved by the Budget Committee (BudCom). He notes that if the BOS approves the budget before the Fire Wards, and the Fire Wards disagree on the budget, how will that problem be addressed?

Steve presents the Fire Dept budget as follows:

- Salaries: were increased by the BOS-approved 6% COLA. The increase in FICA costs was also calculated.

The remaining budget lines were level-funded except for the lines below.

- Motor Fuel: This line was increased by \$500 to adjust for the increase in the price of diesel fuel.
- Protection of Personnel: This line was increased to \$18,000. Steve explains that he has new Fire Dept.

members that he needs to outfit. He is anticipating replacing some turn-out gear in 2023, and budgeting for future new Fire Dept. members. Steve explains that it is an NFPA suggestion to replace protective gear every ten (10) years. Art Griswold notes that “prices have skyrocketed on those.” Steve agrees, noting that the majority of the department's turn-out gear needs replacement. He explains that the NFPA sets up standards for the NYC and Boston Fire Depts., just like the air packs that had to be replaced last year, and will need to be replaced again in fifteen (15) years. The NFPA standards are “only suggestions,” not a rule or law, but if a department member got hurt or killed, an IOCH investigation is opened and even though it's not a hard-set rule, the investigators go back to those rules. Steve states that if the equipment is outdated, it could “insinuate the reason the firefighter got hurt was that his gear was outdated.” Steve notes that he doesn't want to take that chance. Dennis agrees.

Steve reiterates that these are the only three (3) lines in the FY23 proposed Fire Dept. budget that increased.

Sheila notes that he did not discuss the IT line in the budget. Steve explains that John Hughes is now the head of IT for the Fire Dept. He felt that he needed to increase the IT budget to improve the wi-fi access, and the Fire Dept. plans to purchase a new computer and whatever “network things that (Mr. Hughes) feels he needs.” Shawn notes that the IT line was actually level-funded from FY22 at \$6650.

Dottie asks how Steve calculated the budget for Communications, noting that he budgeted \$10,000. The explanation in the notes only comes to \$5113. Steve explains the remainder of the budget is under “Radio Programming.” He explains that the Fire Dept. got all new portables through the ARPA funds, but the mobile radios in the trucks are over 25 years old and were given to the Fire Dept. by the State. He can no longer get the parts to repair them. Steve states he got the costs for the new mobiles at \$2500 each, and plans to replace two of the mobiles in 2023. He notes that he needs to replace a total of six (6) mobile radios. Sheila asks why he couldn't replace all of them now through the ARPA funds and encourages him to do that, noting that is what the fund is specifically for. Steve agrees to do that but notes that he had another project that he wanted to propose for ARPA and that was the pump house at the Community Center. Dennis and Sheila agree that he could still do that and there is no reason why the Fire Dept. couldn't do both projects through the ARPA grant. Sheila reiterates these kinds of projects are what the ARPA funds are for, and by going through ARPA, the expense of replacing the mobile radios is taken out of the budget. Dennis agrees, noting that he feels there is no better way to spend the money than on first responder equipment. Steve states that he will get the bids to the BOS for approval.

Shawn asks if using the ARPA funds could reduce the Communications line to \$6000. He confirms Dottie's math for the other budget notes is \$5113. Steve notes that he still has to replace the pagers and pager batteries, but feels that \$6000 would be “a safe number to keep in that line.” Dennis asks if Steve could include the costs of the pagers and batteries in his ARPA request, and suggests that perhaps the whole line could be paid for through the ARPA funds, noting “it's not a big bite.” Sheila notes that repairs couldn't be included in any ARPA request. Shawn agrees, noting that ARPA requests need to be for capital expenses. Shawn expresses concern that the Communications line needs to have some funding in the operating budget and feels that \$6000 is an appropriate amount. Dennis suggests that Steve use the ARPA funds for new mobile radios, pagers, and batteries, and keep \$5000 in the budget for repairs, etc. Steve agrees. Shawn confirms the new total for the Fire Dept. budget is now \$517,595.

Shawn explains that Fire Wards can approve the FY23 Fire Dept. budget at their next meeting. Mr. Griswold expresses his concern that he is leaving Wednesday. Shawn states that the budget can come back to the BOS at a later meeting when it is convenient. He recommends that the Fire Wards approve the budget at their next meeting and schedule a return to the BOS after that. Sheila reminds Steve that he can still move forward with his ARPA requests in the interim. Shawn notes that once the Fire Wards approve the new budget amount, the BOS approval will just be a formality because they have already agreed to and approved the revised budget.

Retention Bonus Request: Steve states that when the Police Dept. budget was presented, and before that, the BOS approved retention bonuses for the Police Dept. staff as long as Chief Parsons did not exceed his FY22 budget. He

explains that he thought this was a great idea and while he hadn't completely figured out how to do it for the Fire Dept., he asks if he will be granted the same courtesy to award retention bonuses to his Fire Dept. staff.

Dennis states that "it's a little different circumstance because the Police Dept. is so short-handed, and so many officers are pushing 60 hours a week, working seven (7) days a week and that's primarily the biggest thing." Dennis also notes that "the industry itself is short on personnel." Mr. Griswold asks if Dennis had checked the Fire Dept. Dennis states that "no" and that he "doesn't claim to know that information either and with that, that was his reason for getting behind the retention and hiring bonuses." Dennis asks if the Fire Dept. is in a similar situation.

Steve states that "his job as Fire Chief is to look into the future to prevent losses." He notes the BOS and the Town supported great raises a couple of years ago and explains that he needs to continue to treat his staff well and make them feel appreciated so that they will stay with the department. Sheila asks if Steve will have the money in his FY22 budget to do this. Steve states that he may, and is planning on looking at his budget after November 30 and analyzing each Fire Dept. staff's responses from 2022 for participation. He reminds the BOS that his department's staff work at other jobs and still answer calls at 2:00 AM. Sheila reiterates that the Police Dept. used its existing budget to pay the bonuses. She states that she "doesn't have a problem if Steve has the money in his budget to use" and agrees that "right is right."

Shawn states that the Police Dept. employees are working full-time plus, and the BOS knew the amount of the bonuses. He explains that he would like to see Steve's bonus proposal. Steve agrees. He states that his idea, once he analyzes everything, is to use the responses to determine the bonuses. He notes the Fire Dept. has already had 400 calls so far this year. He would base the bonuses, with the Fire Wards approval, on money that he has left that's reasonable and put a dollar amount to each call. Sheila confirms that all the staff would get something, but it would be based on the number of calls that each staff member answered. Steve reiterates that some firefighters answer calls at 2:00 AM and then go to work the next day. He states that he's not minimizing the Police Dept. bonuses, but "that's those officers' primary job." Steve expresses his concern that these firefighters are doing this as a part-time job and if he loses them, he will need to move to a full-time fire dept.

Shawn agrees. Steve states that he will present a plan. Shawn explains that it's easy to understand the Police Dept. plan because it was straightforward according to an officer's employment status. Dennis agrees that "if it's in the budget, that's fine, but he would also like to see how it's laid out." Steve explains that he wanted to bring it up now so that "it wouldn't shock the board." He will get it all figured out and present it to the BOS. Shawn agrees it was a good idea to let the board know ahead of time what Steve wants to do.

Community Center Budget: Shawn moves on to the Community Center budget. Sharon Woodside states that she came to the BOS meeting because she has questions and concerns about the Community Center and asks to join the BOS at the table. Ms. Woodside states that "from what she's seeing, the question was brought up why the Recreation Committee has the authority to sponsor any event." This is from the records of a Community Center Committee meeting.ⁱⁱ Ms. Woodside asks if that was the reason the Recreation Committee existed. Shawn states that "the BOS is here to do the Community Center budget."

Ms. Woodside states that she understands this. Shawn states that would prefer that this was brought up during the Delegate Session. Ms. Woodside explains that "she waited because it is a Community Center issue and she apologizes if she timed it wrong." She states that the Recreation Committee sponsors Olde Home Days, Trunk or Treat, the Senior Luncheon, activities after the tree lighting, the Craft Fair, etc. and she doesn't understand why... "any use of the Community Center, including the Recreation Committee has to come before the Community Center Committee for approval."ⁱⁱⁱ Ms. Woodside confirms this is from the July 25, 2022 Community Center Committee meeting and that Gail took the minutes. She notes that anyone who wants to reserve the Community Center calls or e-mails (Kim) for open days and asks why the Recreation Committee has to go before the Community Center Committee. Ms. Woodside states that she wants to know the difference.

Sheila asks Ms. Woodside to clarify if her question is that if the Recreation Committee wants to do an event, do they have to ask the Community Center Committee? Ms. Woodside states that Sheila has "misunderstood her." She

explains that “when somebody wants to reserve the Community Center, they make a phone call to Kim because she handles the calendar.” Sheila confirms that Kim is in charge of making the appointments because she is the Chair of the Community Center Committee. Ms. Woodside states that she wants to know why, according to the minutes, ^{iv} the Recreation Committee has to go to the Community Center Committee. Kim asks her if the Recreation Committee has ever been denied access to the Community Center. Shawn states that Sheila just pointed out that the Community Center Committee has delegated the responsibility of scheduling the Community Center to the Chair (Kim), who is Ms. Woodside’s point of contact. Ms. Woodside reads “...should not be up to the Recreation Committee to authorize any event, any use of the Community Center should come before the Community Center Committee.” ^v

Dennis states that he believes Ms. Woodside is misunderstanding how the minutes read and that “the Community Center Committee agreed, as a committee, that any event that happens at the Community Center should be discussed with the Community Center Committee and that the committee has delegated that responsibility to the Chairperson (Kim).” Dennis confirms with Kim that “the Community Center Committee is NOT saying that the Recreation Committee has to show up at a Community Center Committee meeting and that they have simply delegated the final word to Kim.” Ms. Woodside agrees that is all she had to know. Shawn ends the discussion and moves on to the budget.

#4194.20- Community Center. The proposed FY23 budget is \$44,411. Kim, as Chair of the Community Center Committee, presents the budget.

- Custodial Salary: This line was increased by 6% to \$6042
- Professional Services was increased by 6% to \$7791
- FICA increases include the salaries for the Custodian and Professional Services.
- Electricity: Kim explains that the Community Center has already expended \$6000 for electricity in year-to-date 2022. She has increased this line to \$7500
- Fuel and Propane: This line has been increased to \$5000. Kim explains that even with the Town’s fuel contracts, the Community Center is rented and used almost every single day and the doors are constantly being opened and shut and there is no way to control the use of fuel.

Dennis confirms that the Community Center Committee charges a rental fee and asks where that money goes. Shawn explains that it is shown on the revenue side of the budget and the BOS is only doing the expense side of the budget right now.

- Repairs and Maintenance: This line has been budgeted for \$15,000. Kim states that the Community Center is over budget on repairs and maintenance in 2022. The ramp and deck were redone. Shawn explains those costs were eventually paid for out of the Town Buildings budget but the costs are reflected as over budget in the Community Center budget. Steve asks why the BOS couldn’t use ARPA funds for this because the Community Center is the designated Town Emergency Shelter. There is a discussion of why this project couldn’t go through ARPA. Shawn notes it’s a maintenance issue and that is not covered by ARPA. Sheila states that the BOS could possibly use ARPA funds to replace the windows because they don’t have tempered glass and that is a safety issue, and she believes that she can put that project through the ARPA grant. Shawn notes the Community Center budget was left with only \$6000 in the Repairs and Maintenance line and that doing the ramp and the deck cost \$23,000. He states that he still wants to budget some money in the “Repairs and Maintenance” line for the windows, but if those are paid for through ARPA, there are still major repairs and maintenance that need to be done. Sheila notes the committee’s concern that the heating system may fail. Dennis agrees that \$15,000 should remain in that line.

Dennis suggests that the lighting at the ramp end of the deck could be improved and suggests that additional lighting be installed. Kim explains there is one light on the building and they were required to add a light on a telephone pole for the lower parking lot, which has already been addressed. The Community Center Committee had to pay for the pole, the electricity to the pole, and the installation of the light. She expresses her concern that lighting the ramp would require another pole to be “installed in the corner.” Dennis clarifies that he’s talking about installing a light on the building and confirms that he is trying to light the ramp itself, and a little bit in front of it. Dennis and Shawn discuss and clarify what Dennis is trying to illuminate with the light. Dennis states that the installation and light should only be about \$200.

Sheila confirms the board is discussing additional lighting “on the ramp side of the deck,” stating that she thinks “it’s well lit.” Kim and Dennis disagree. Dennis notes that it is “very dimly lit, and it’s just something to think about.” He also notes that the parking lot needs to be lined. Sheila agrees. Steve suggests that the Community Center Committee waits until spring to do that. Chrissy McKeemon, Chair of the Lion’s Club, notes that the lines on the stairs also need to be done. Kim suggests that a reflection strip could be installed on them. Ms. McKeemon notes that it is important to see the difference between the steps. Dennis suggests using riser lights. Ms. McKeemon notes that the new steps are extremely slippery. Sheila confirms they are made with the Trex material and that is very slippery. Ms. McKeemon notes that they are gorgeous.


Shawn asks Kim about the status of the Community Center roof issues. Kim explains that she doesn’t know and it is up for discussion. She notes that she has not gotten an estimate yet. Kim states that she knows they are “peeling off the ridge vent.” Shawn and Steve ask how old the roof is. Kim explains it was done as piecemeal, first the right-hand side, then the committee fixed what they could. She states that looking at the shingles from the left-hand side of the building, the whole roof needs to be done and the ridge vent is curling up. Shawn does not believe that \$15,000 will cover replacing the windows and replacing the roof. Dennis states that a new roof alone would be more than one-half of \$15,000. Sheila notes the Community Center Committee did have earlier quotes on the windows but they would need to be re-bid.

There is further discussion regarding the window bids. Kim remembers that she had three quotes, and a local vendor quote was for \$21,000 including installation. Dennis notes there are a lot of windows. Kim explains that she is giving the BOS “a good guess estimate,” noting these are the committee’s needs and wants. Steve suggests that the Community Center Committee get some current estimates and replace the windows through the ARPA grant, reiterating that it is a safety issue and there would also be some energy savings. He also suggests leaving \$15,000 in the Repair and Maintenance line to replace the roof. Shawn notes that if the BOS addresses those costs early enough, he would be comfortable reducing that line at the Deliberative Session. Dennis confirms with Kim that the BOS wants to keep \$15,000 in the Repairs and Maintenance Line.

- Supply: This line has been increased by \$100 due to increasing costs for paper towels and toilet paper.
- Alarm System: Kim explains that the year-to-date expenditures were never separated into each account for the Fire Dept and the Community Center. She confirms her note that the true cost of the alarm system is \$94 per month for the Community Center.

Ms. Woodside asks if the board has discussed the Supply line yet. Shawn confirms that they have. Ms. Woodside states that “she seems to be the face of Danville on Facebook and she gets calls that there is no toilet paper.” Shawn states that “he gets a lot of phone calls too.” Ms. Woodside reiterates that the Community Center seems to have no toilet paper and no paper towels and that it was dirty the last time... when this person called and said it was dirty the last time they used it. Kim asked when that was. Ms. Woodside states that the person said last month. Kim asks for a specific date. Ms. Woodside states that she does not know, the person just called her that there was no toilet paper. Kim explains that the person hired to replace the paper products is only there once a week and can’t possibly manage to get there every day.

Sheila explains there are paper products available in an open closet in the back room where the Lion’s Club is. Ms. Woodside states that no one is going to go meandering around looking for toilet paper. Sheila reiterates the supplies are there. Shawn confirms that Kim is proposing to increase the Supply line to \$900. He notes that he has no other questions, but that he feels the Fuel and Propane increase of \$1000 is very conservative, noting he has the same issue with the proposed increase in electricity. Steve motions to approve the Community Center budget for \$44,411. Second by Dottie. Vote is unanimous (5-0).

 **#4194.20- Community Center budget is approved for \$44,411**

#4550- Library revised budget: The BOS has received the revised FY23 proposed budget for the Colby Memorial Library. The revised budget reflects the changes the board had requested in the Health and Dental Insurance line.

That line has been adjusted to \$24,566 which has been added to the previously approved amount of \$280,521.^{vi} Dottie motions to approve the revised Library budget for \$305,087. Second by Steve. Vote is unanimous (5-0).

 **#4550- Revised Library budget is approved for \$305,087**

#4140.20- Voter Registration revised budget: The BOS has received a revised budget for Voter Registration. Kim explains that the originally approved budget^{vii} did not include FICA costs and included a new line “Police Detail Salary for \$800.”^{viii} Kim states that when she and Tom talked, that line was changed to read “Selectmen’s Salary.” Kim explains that she has added the FICA costs to the previously approved budget and that the BOS needs to decide on the \$800 budgeted for the Police detail. She reminds the BOS that when the budget was presented, there was a question regarding budgeting for two (2) Police officers to cover the elections. There was a discussion and the consensus of the BOS is that it is the job of the Police Dept. to cover the elections without that coverage being paid as a special detail. Steve notes that the Police Dept. would have to pay overtime for those officers. Kim states that she is just bringing the issue to the board’s attention.

Kim explains that when the budget was presented to the BOS, that line was explained as Police Dept. coverage, however, when the budget was returned from BudCom, that line had been renamed as “Selectmen’s Salary.” Shawn clarifies that the BOS is discussing Line #133 of the Voter Registration budget and states that it should NOT be labeled as “Selectmen’s Salary” and should be labeled as “Police Detail” as it was in the original budget presented. Kim asks if the BOS wants to keep that line in the budget, noting that Ms. Tracy has stated that she is fine with or without it. Shawn expresses his concern that the line is labeled correctly, noting that it has nothing to do with the Selectmen. He states his concern that the Townspeople would read that and think the BOS was “double-dipping.” Kim explains that the bottom line of the budget will change regardless because the FICA costs need to be added to the approved budget. Dennis confirms the FICA costs are \$516 and the new total for the Voter Registration budget is \$17,543. Dottie motions to approve the Voter Registration revised budget for \$17,543. Second by Sheila. Vote is unanimous (5-0).

 **#4140.20- Revised Voter Registration budget is approved for \$17,543**

III. Old/New Business

Signature File: The BOS review and sign the documents in the Signature File. There are no discussions on any of those documents.

Minutes: The BOS review the minutes for the November 14, 2022 BOS public meeting. Dottie notes that on line #466, the correct spelling of her contact is Chris Pearsall. Dottie motions to approve the minutes as amended. Second by Sheila. Vote is unanimous (5-0).

Shawn reads the Town Announcements listed below.

Town Building Statement of Values Update: Kim explains that she has not brought this back to the BOS because she has forwarded it to the Town’s department heads to get a list of contents for the buildings. She reminds the board that the current list of values “was ridiculous and the content list was under-valued.” The department heads have been asked to give an estimated value of the contents based on the total loss or damage of those contents. Kim states that she did speak with Fred Smith regarding the value of the Stage Coach Stop. He explained that it is very hard to value historical buildings for replacement and has suggested that the BOS insure the Town’s historical buildings on a separate policy. Shawn states that the BOS does not have to bring all the Town’s buildings up-to-date on “day one” and that he believes this should be an ongoing project for the BOS in order to maintain and continually update the value of the Town’s buildings and equipment.

Kim explains that she “hasn’t done this since she’s been here, and is just getting a list and a value.” Shawn states it is a good exercise, but the BOS needs to remember to maintain it. Dennis states that he believes he previously gave Kim a value of \$12,000 for the Conservation Commission shed. After further discussion with the Conservation Commission, he would like to increase that valuation to \$20,000. Sheila confirms that this amount includes the

contents of the shed. Kim explains to Dennis that the contents need to be valued separately. She needs a value for the building and a (separate) list and value of the contents of the building. Dennis states that he will provide this.







Sheila states that all the ACO equipment is stored in the ACO van and asks how that would be covered if something happened to the ACO van. Dennis and Shawn agree that the equipment would be covered under the van's vehicle insurance. Steve notes that he and Kim were discussing the value of the Safety Complex and he was telling her some of the figures of the equipment the Fire Dept. has and had noted that this also includes the equipment in the Fire trucks. Steve asks if the insurance paid to replace the fire trucks, would it also pay to replace all the equipment in the fire trucks? He notes that he has started his list, but it is a work in progress as he figures out the replacement costs for all the contents on each vehicle. There is a brief discussion of the costs of various pieces of Firehouse equipment.

ACO Van Repairs Update: Steve states that he had "his" mechanic Eric look at the ACO van and that he felt that it would be better to either buy a rebuilt transmission or find one in a junkyard and send it out to be rebuilt, rather than trying to weld the transmission case (current quote). Sheila asks if there would still be a warranty on a rebuilt transmission. Steve states that he believes so. Dennis explains that it would depend. A refurbished transmission may guarantee the work, but not the parts. He notes that he is also concerned with repairing the transmission by welding the case. Steve notes it is approximately \$3600 for a rebuilt transmission from a Ford dealership and that usually comes with a year warranty. Shawn confirms that the "insides" would be all new. Steve states that Eric has also said that he wouldn't trust welding the casing. He reminds Sheila that her quote also included repairing the fly-wheel, and the removal and installation of the transmission (after it is repaired). Sheila asks what the BOS would like to do, noting her concern that "Eric's numbers were a lot higher than her quote."

Dottie asks if the BOS would be getting a better product with a rebuilt transmission. Dennis believes "most definitely." Steve explains that by purchasing a rebuilt transmission, the board would know who sold it and that there would probably be a warranty on it. Dennis explains the process of refurbishing a transmission, noting it is more than just welding the casing. He reiterates that he is "not personally comfortable with welding the casing." Steve reiterates how Sheila's quote was broken down for fly-wheel repair, the removal and re-installation of the transmission, and the cost of repairing the casing. He confirms that the quote of \$3600 that he got was only for the transmission, there would be additional costs for repairing the fly-wheel, the removal of the old transmission, and the installation of the rebuilt one.

Shawn notes the BOS has not put much money into the ACO van over the past several years and if the total of the repairs comes to approximately \$5000, the board would then have a road-worthy vehicle. Steve agrees that everyone has said the underneath is good. Dennis notes the van has low mileage for its age. Steve states that he had Jim and Andy (Highway Dept.) look at it and they said it's in relatively good shape. Dennis states he would support repairing the ACO van with a rebuilt transmission. Steve notes that the BOS is comfortable dealing with Sheila's mechanic and suggests that she have him quote a price for a rebuilt transmission with a warranty.

IV. Town Announcements Calendar

-  **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
-  **November 28- Monday:** Board of Selectmen's Meeting: Town Hall at 7:00 PM
-  **December 2- Friday:** American Red Cross Blood Drive- 1:00 PM-6:00 PM @ the Community Center
-  **December 4- Sunday:** Holiday Craft Fair at the Community Center 9:00 AM-3:00 PM. Hosted by the Recreation Committee.
-  **December 30- Friday:** Senior Coffee Hour 10:00 AM to 12:00 Noon @ the Community Center. Hosted by the Recreation Committee

As there are no further items to discuss, Shawn states that the BOS needs to go into a Non-Public session under NH RSA 91-A 3:II (c). Sheila makes the requested motion. Second by Dottie. Roll call vote: Shawn-yes, Steve-yes, Sheila-yes, Dottie-yes, Dennis-yes.

The public session of the BOS meeting ends at 8:00 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 XII-PUBLIC SAFETY AND WELFARE. CHAPTER 154-FIREWARDS, FIREFIGHTERS, AND FIRE HAZARDS. Firewards, Fire Chiefs and Fire Departments; Organization, Powers and Duties-Section 154:15: Compensation, Etc., of Chief; Expenses.***

– The chief fireward or fire chief shall be paid for services such compensation as the council, aldermen or town meeting shall think reasonable; and the bills for the operation of the fire department, including but not limited to costs of apparatus and equipment, shall be approved or disapproved by the fire chief, fireward or engineer responsible and, if approved, shall be presented for payment to those town officials designated for this purpose by statute, local ordinance or town meeting within the limits of the funds appropriated. Online at www.gencourt.state.nh.us/rsa/html. November 21, 2022.

ⁱⁱ *“A question was brought up as to why the Recreation Committee has the authority to sponsor any event.” Line #14. **Town of Danville NH. Community Center Committee Draft Minutes. July 25, 2022. (Minutes have not been approved.)***

ⁱⁱⁱ *“It should not be up to the Recreation Committee to authorize any sponsored event. Any use of the Community Center should come before this committee for approval. Gail is in agreement with Sheila.” Lines #25-27. **Town of Danville, NH. Community Center Committee Draft Minutes. July 25, 2022. (Minutes have not been approved.)***

^{iv} *IBID*

^v *IBID*

^{vi} *Dottie motions to approve the Library budget for \$280,521 with the understanding that the Library budget line #210 (Personnel Health & Dental) will be adjusted and a new number provided for next week’s BOS meeting. Second by Sheila. Vote is unanimous (5-0). #4551.10- Library budget is approved for \$280,521. Pg. 3. **Town of Danville NH Board of Selectmen’s Minutes November 14, 2022.** Online at www.townofdanville.org . November 21, 2022.*

^{vii} *Dottie motions to approve the Voter Registration budget as presented. Second by Sheila. Vote is unanimous (5-0). #4140.20- Voter Registration budget is approved for \$17,202. Pg. 2. **Town of Danville NH Board of Selectmen’s Minutes October 17, 2022.** Online at www.townofdanville.org. November 21, 2022.*

^{viii} *Sheila asks why there is a new line in the budget for “Police Detail Salary.” Ms. Tracy explains that there were two officers at the primary elections, each officer covering six (6) hours. They were paid as “Special Detail Officers.” She states that other surrounding towns are also asking for Police Officer coverage as “special details.” Sheila and Shawn confirm the BOS is paying for these officers above and beyond their scheduled hours. Ms. Tracy states that she estimated those costs at \$800. Pg. 2. **Town of Danville NH Board of Selectmen’s Minutes October 17, 2022.** Online at www.townofdanville.org. November 21, 2022.*