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Town of Danville
Board of Selectmen
Monday, September 18, 2023
Annual Meeting
Olde Meeting House
6:30 PM

6:30 PM

Meeting is Video-Recorded

Selectmen Present: Annemarie Inman, Vice Chair, Sheila Johannesen, Dennis Griffiths, Joe Hester
Absent and Excused: Shawn O'Neil, Chair

Others Present: Kimberly Burnham, Selectmen Administrator; Carsten Springer, Chair, Conservation Commission, Chair, Forestry Committee; Barry Hantman, Chair, Cable Committee, Camera Operator

Annemarie called the meeting to order at 6:30 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

Annemarie notes there are no members of the public present who wish to speak so there is no Delegate Session.

II. Agenda

FY24 COLA Increase: Annemarie states that she has spoken with Shawn and he would like to recommend and support a 5% COLA increase for all Town employees to be reflected in all of the FY24 budgets. She explains that Shawn feels that because the Town's employees have missed any merit increases over the past two (2) years, the 5% increase is warranted at this time. She also notes that Shawn has done his annual research, but she doesn't have copies of that information for tonight's meeting. Annemarie states that she agrees with Shawn's recommendation and that the Town employees deserve the increase.

Sheila motions to open discussion on the issue. Second by Joe. Joe states that he also agrees with Shawn's recommendation. Dennis clarified this is the COLA discussion for the Operating budget and that the increase was not going to be shoehorned in on the current Default budget. He notes that in FY21, the COLA increases were added at the end of the year so that if the Default budget passed, the salary increases would still be included. He notes that he was against that. In FY23, the COLA increases were included in the FY23 Operating budget and when that didn't pass and the Town had to use the Default budget, there were no salary increases.

Sheila states that she was the Selectman who made the motion last year to not include COLA increases at the end of the FY22 budget. Dennis states that if the COLA increases are going to be included in the FY24 Operating budget, he is okay with that. Annemarie clarifies that the 5% COLA increase is supposed to be included in every department's FY24 budget when they are presented. Sheila states that she is not in favor of the COLA increase as other things are going on in Town. Joe motions to add a 5% COLA increase to the FY24 Operating budgets as discussed. Second by Dennis. Vote is 3-yes, 1-no, 0-abstentions (4-1-0). Sheila voted no.

III. Old/New Business

Signature File: The BOS reviews and signs documents in the Signature File. There are no discussions.

Minutes: The BOS reviewed the minutes for the Tuesday, September 5, 2023 BOS public meeting. Sheila motions to approve the minutes as written. Second by Joe. Vote is 3- yes, 0-no, and 1-abstention (3-0-1). Dennis abstained as he was absent from the meeting.

Non-Public Minutes: There are no Non-Public minutes for the BOS to review.

Annemarie reads the Town Announcements listed below.

Volunteer Appreciation Program: Joe states that he would like to ask for permission to research the possibility of putting together an appreciation program for the Town's volunteers who serve on the boards. He states his initial idea is perhaps doing something with coins. He explains that Mr. Hantman had mentioned that something like this was done several years ago and he would like to follow up on the idea. Joe states that he would like to research the idea and get some quotes and designs that he could present to the BOS. He notes that he first thought of doing a different coin for each different board, but the dyes are approximately \$99 for each different design, so he didn't feel that would be feasible. Dennis suggests something that would have Volunteer and the year on it. He notes that would also allow the BOS to recognize other volunteers when they do something great for the Town.

Annemarie states that she would totally support this idea and asks Joe to have materials to present at the next BOS meeting. Joe explains that he just wanted a consensus from the BOS to move forward with the idea before he put the work into it.

Sheila states that when she worked for the phone company, employees were recognized regularly and she still has some of those items. She suggests the BOS could determine a specific Volunteer Recognition Day and recognize everyone at that time. Dennis agrees the idea is worth looking into.

Carsten Springer states that approximately six (6) years ago, the BOS did a Volunteer recognition program and that he appreciated it greatly. He explains that he can provide contact information for the company he uses to print placards for the Conservation Commission because they have templates of the Town Seal.

Mr. Hantman notes that for anyone who has served in the military, coins are a very meaningful item. Sheila states she likes the idea, but doesn't believe the BOS has the money to do something like this. Annemarie notes that coins would be something different from the usual towels, mugs, etc., and feels the gesture goes a long way to making people feel appreciated. Sheila does not believe the people in Danville are recognized enough. Annemarie agrees.

Emergency Management Director: Kim has received a letter from Chief Woitkun that he is resigning as the Emergency Management Director (EMD). Sheila states that the position should be going to someone in the Fire Dept. Annemarie states that to her knowledge, that position has always been held by a member of the BOS. Sheila disagrees. Mr. Hantman confirms that for many, many years a Selectman has held that position. Annemarie states that she was the EMD for five (5) years and then Shawn filled that position until he stepped down. Sheila reiterates that someone from the Fire Dept. should be doing this and whoever does fill the position should also be working on the Emergency Management Plan.

Joe asks for more information. Annemarie explains that to the best of her knowledge, a Selectman has always held the EMD position. Sheila expresses her concern that if the Town does not have all the pieces in place, they will not be in compliance with FEMA rules and will be unable to receive FEMA funds in the case of an emergency. Kim confirms the letter states that someone needs to be in that position before the end of the year. Sheila again states that someone in the Fire Dept should fill this position. Kim agrees to check with them again.

Dennis asks if being a Selectman is a requirement for the EMD position, or if was it just always that way. Sheila states there are no rules about who can fill the position, but in other towns, it is always someone from the Fire Dept. or the Police Dept. because they are the first to respond to an emergency. Mr. Hantman explains the plan goes beyond the Fire Dept because it deals with where to evacuate to, backup facilities, etc. Sheila notes that EMDs also have meetings in Concord during emergencies, but no one from Danville has ever attended any of these. Kim confirms

that she will check to see if someone from the Fire Dept will fill the position. She notes there is a small stipend for the position that has never been expended.

Kim informs the BOS that the old fire truck at the Safety Complex needs to be towed. This leads to a discussion of how to dispose of the old Fire Truck. Sheila states she spoke with someone about charging the truck's batteries and the attempts to do so have been unsuccessful. There is a discussion of various ideas. Dennis notes there are set timeframes for old vehicles to make the State Auction. There is a discussion of not being able to get the old fire truck to the auction site. Kim notes that new batteries for the fire truck cost approximately \$900 each and there are three (3) of them, so almost \$3000 for new batteries for the truck. Sheila reiterates the fire truck belongs to the Fire Dept. and they should be the ones to arrange for the its disposal. Dennis asks if the BOS is bound to sell the fire truck through anything like a bid process. Kim explains the BOS could decide to do that and she would set the process up.

Pet Shred Update: Sheila states that in response to a recent resident complaint that her non-profit organization was not in good standing with the State, she has resolved the issue and everything is in order. Annemarie confirms that she saw that online the next morning and clarifies for Sheila that the filings for the non-profits are recorded immediately. She also notes that non-profits only have to file every five (5) years, not annually as corporations do. Sheila notes that Town Counsel is looking at the contract for using the Community Center. Annemarie states that going forward, the BOS will ensure that all non-profits requesting to use the Community Center with no charge are in good standing.

Canine Insurance: Sheila asks if the insurance for the Canine Officer has been put in place. Annemarie confirms that the issue is all set.

IV. Town Announcements

Calendar

- 📅 **September 25- Monday:** Board of Selectmen's meeting at 7:00 PM at the Town Hall
- 📅 **September 25- Monday:** **Budget Schedule:** General Government: Executive, Town Clerk: Town, Clerk budget, Voter Registration
- 📅 **September 29- Friday:** Senior Coffee Hour at the Community Center 10:00 AM- 12:00 Noon
- 📅 **October 14- Saturday:** Casella Fall Bulk Pickup- Start time 7:00 AM. Sign-up sheets can be found online at www.townofdanville.org or can be picked up at the Town Hall

As there are no further items to discuss Annemarie requests a Non-Public session under NH RSA 91-A 3:II (L). Sheila makes the requested motion. Second by Joe. Roll call vote: Dennis-yes, Sheila-yes, Annemarie- yes, Joe-yes.

The public session of the BOS meeting ends at 6:53 PM

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

Respectfully Submitted
Deborah A. Christie