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Town of Danville  
Board of Selectmen  
July 7, 2014  
7:00 pm

Selectmen Present: Shawn O'Neil-Chairman, Vice-Chair Chris Giordano, Annemarie Inman, Kimberly Farah

Excused absence: Michelle Cooper

Others present: Carsten Springer, David Caillouette, Christiann Caillouette, MaryAnn DiStefano, Frances Skinner

Selectman O'Neil opened the meeting with a moment of silence for the troops who put themselves in harms way. All stood for the Pledge of Allegiance.

**I. Delegate Session**

Carsten Springer updated the Board on the wooly alder, an insect that attacks hemlocks and creates a high mortality rate for the species. Spotted in the Town Forest, there are currently no effective treatments to rid an area of this pest. Vice-chair Giordano asked if the trees could be harvested before being destroyed and Selectman Farah noted that measures would need to be taken if transporting the wood. Carsten stated that selected cutting may help the spreading of the insect and Patty stated that wood and chips were needed for the outdoor wood-burning furnace at the Town Garage. The Board thanked Carsten for the update.

**II. Signature File**

The Board signed Warrant 2014-14 Payroll (\$24,873.26) and Vendor (\$151,250.26) which includes the final one-third payment to fund the library operating budget for \$103,056.41.

Selectmen signed five Intent to Cut forms. Selectman Inman stated she had reviewed the New England Timing, LLC contract for the run during Old Home Day, a few changes were made, and the document was ready for approval. Vice-chair Giordano made the motion, seconded by Selectman Inman, to authorize the Chair to sign the New England Timing, LLC contract; motion passed and Chairman O'Neil signed the contract.

Vice-chair Giordano made the motion, seconded by Selectman Inman, to appoint Amber Rose McIntyre as alternate to the Heritage Commission and MaryAnn DiStefano as a full member to the Heritage Commission. Motion passed and the appointments were signed.

Vice-chair Giordano made the motion, seconded by Selectman Farah, to adopt the standard mileage rate reimbursement rate to 0.56 cents per mile as per the IRS change; motion passed.

**III. Minutes**

Vice-chair Giordano made the motion, seconded by Selectman Inman, to approve the June 9, 2014 non-public minutes as written; motion passed.

Selectman Farah made the motion, seconded by Vice-chair Giordano, to approve the June 9, 2014 minutes as written; motion passed.

Vice-chair Giordano made the motion, seconded by Selectman Farah, to approve the June 23, 2014 non-public minutes as written; motion passed.

Selectman Farah made the motion, seconded by Vice-chair Giordano, to approve the June 23, 2014 minutes as amended; motion passed.

**IV. Banking RFP**

Selectmen discussed going out to bid for banking services for the Town and agreed this would be done. Patty updated the Board stating that MRI did not have an RFP example. Patty stated she had received the RFP used by Plaistow for banking services and she was instructed to forward that to the Board and to include Betsy Sanders – Treasurer and Patti Sarcione – Deputy Treasurer for input to the RFP.

Selectman Inman stated she was concerned that TD Bank tied 10% of the Town's funds to meet their Federal Requirements for insurance. She stated that the bank should use their own funds for this and not hold 10% of the Town's funds.

#### V. Old / New Business

Patty was asked to get the ETA for the new gate and boulders to be placed by Road Agent Bruce Caillouette.

Patty was asked if the police department tracked the number of calls that were received that addressed an issue in the Town Forest. Patty responded that she would talk with Chief Parsons and get back to the Board.

Danville Selectman Inman made the motion, seconded by Danville Vice-chair Giordano, to accept the EMPG grant agreement terms as presented for the new heating and air conditioning system, tables and chairs, and exterior security lighting for \$26,893.00 and the town's matching funds of \$26,893.00 and ensured that the Town has complied with any public meeting requirement for acceptance of this grant including, if applicable, RSA 31:95-b; motion passed by the Danville Board of Selectmen.

The Board discussed the Impact Fee information received from Betsy Sanders, Town Treasurer. Following a discussion, the Board stated they had adopted the forms to be used and moved the oversight of the Impact fees and the tracking spreadsheet to Land Use/Assessing Clerk Janet Denison. Janet was asked to provide the 2014 Impact Fee spreadsheet to the Board. It was clarified that the Treasurer need only receive a simple warrant from the Selectmen to distribute any impact fee monies and that it was not required to include any backup information. All supporting documentation is kept by Janet and available to the public if requested. All reporting requirements for Impact Fees will be generated by the Selectmen's office/Land Use and the documents will include the requirements outlined in the 2012 amended RSA 647:21.

Selectman Farah stated that she had seen some blogs and noted that many people were concerned with the rising school budget and our declining enrollment. She suggested we receive input from the school budget committee and school board to hear their plans and to give and receive feedback. Vice-chair Giordano and Chairman O'Neil stated that we had two Danville representatives on each board and that for the kinds of questions Selectman Farah has, the board should request that George Stokinger and possibly Dr. Earl Metzler be asked to attend a Selectmen's meeting. Chairman O'Neil stated that Selectman Farah could set this up for the board if she wished. Vice-chair Giordano added that the Selectmen once met with department heads quarterly and the Selectmen should bring this practice back.

Selectman Farah addressed the use of electronic devices during meetings. Chairman O'Neil stated the notice posted on the meeting room regarding cell phones doors is addressing the audience who attends meetings, leaves their phones on, and takes calls during meetings. It was stated that laptops were used frequently during all meetings but that if Selectman Farah believed this to be disruptive; she should draft an electronic use/cell phone policy and present it to the board.

Vice-chair Giordano made the motion, seconded by Selectman Inman, to move to non-public session under RSA 91-A: 3 II (e). Roll-call vote: O'Neil – yes, Inman – yes, Farah – yes, Giordano – yes.

Vice-chair Giordano made the motion, seconded by Selectman Inman, to return to public session. Roll-call vote: O'Neil – yes, Inman – yes, Farah – yes, Giordano – yes.

Vice-chair Giordano made the motion, seconded by Selectman Inman, to return to seal the minutes for reasons outlined under the parameters of non-public sessions. Roll-call vote: O'Neil – yes, Inman – yes, Farah – yes, Giordano – yes.

At 8:50pm Vice-chair Giordano made the motion, seconded by Selectman Inman, to adjourn; motion passed.

Respectfully submitted,

Patricia Shogren  
Selectmen's Administrator