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Town of Danville
Board of Selectmen
Minutes
October 7, 2013
7:00pm

Selectmen Present: Shawn O'Neil, Chris Giordano, Annemarie Inman, Michelle Cooper, Joshua Horns

Others Present: Patricia Shogren-Selectmen's Administrator, Kimberly Burnham, Carol Baird, Christiann Caillouette, Carsten Springer, David Caillouette, Phil Emilo

Attendees observed a moment of silence for our troops who put themselves in harm's way. All stood for the Pledge of Allegiance.

I. Delegate Session - none

II. Budget

4150.1 Tax Collection \$49,085.00: Kimberly Burnham, Tax Collector, presented her budget to the Board of Selectmen. *Vice-chair Giordano made the motion, seconded by Selectman Inman, to approve the 4150.10 Tax Collection budget for \$49,085.00; motion passed.*

4199.1 Heritage Commission \$1,904.00: *Vice-chair Giordano made the motion, seconded by Selectman Inman, to approve the 4199.1 Heritage Commission budget for \$1,904.00; motion passed.* Selectmen stated they would include the \$3200.00 cost in the Facilities budget for the balance of the repair on the Webster Stage Stop and Store windows. The job has already been bid out and LCHIP approved although Heritage did not receive the grant applied for to repair the windows.

4611.1 Conservation Commission \$4,221.00: *Vice-chair Giordano made the motion, seconded by Chairman O'Neil, to approve the 4611.1 Conservation budget for \$4,221.00; motion passed.* It was discussed to put money in the Special Projects line item to match funds, if needed, to continue with the milfoil treatment of Long Pond.

4619.9 Forestry Committee \$5,050.00: *Vice-chair Giordano made the motion, seconded by Selectman Inman, to approve the 4619.9 Forestry budget for \$5,050.00; motion passed.*

III. Signature file/Minutes

Chairman O'Neil read the announcements.

Vice-chair Giordano made the motion, seconded by Selectman Horns, to approve the September 30, 2013 minutes as written; motion passed.

Vice-chair Giordano made the motion, seconded by Selectman Horns, to authorize Chairman O'Neil to sign the B&H Oil contract for PD gasoline with the documentation attached that defined "cost." The motion passed and Chairman O'Neil signed the contract.

Selectmen reviewed the Haverhill Bank letter of credit for the Hoyt reclamation project. Vice-chair Giordano made the motion, seconded by Selectman Inman, to accept the Letter of Credit #82104078 for AL Hoyt and Son from Haverhill Bank in the amount of \$51,000.00; motion passed.

Selectman Cooper raised some residents' concern about the end of Back Road that goes into Kingston and the 'partying' that appears to be going on in that area. The land belongs to the South East Trust and Selectman Cooper asked if a gate could be erected to curb the traveling down to this area. Vice-chair Giordano stated that if gated, the gates could not be locked; public roads and Class VI trails were open to the public. He also stated that the Town could not take over this thoroughfare because it would cause land owners to lose property frontage that would limit what could be done with their property in the future. Selectman Cooper stated she would look into the issue further.

Selectmen reviewed the Notice of Restrictions received from Tom Waters/Iron Wheel and asked Patty to forward on to Peter Loughlin for input.

Selectmen signed three 91-A responses to Betsy Sanders.

IV. Old/New Business

Chairman O'Neil brought the Board up to date on the Department of Education's earlier press release stating that they would not have the Education/school piece for tax setting until mid-November. He stated many communities were upset and DOE retracted their original statement and updated their time-line to have these figures available for DRA within two weeks.

Chairman O'Neil reiterated a discussion he had with Karen Snow, Chris Tracy, and Patty Shogren regarding the one check process. He stated that instead of giving the Town Clerk access to the General Fund for transferring State funds, it was a better method of tracking to have a separate account set up for the Town Clerk to deposit daily funds then transfer funds to the General Fund and the State. Chairman O'Neil did state that seed money was needed for the account since the State funds were transferred daily and the Town would now be responsible for any bounced checks that went to the State as well as the Town. Vice-chair Giordano stated that this sounded as if it was a better way to handle this instead of allowing access to the General Fund.

Assessing Services RFQ: Selectmen discussed the RFQ draft distributed to them by Selectman Cooper and pointed out some changes that needed to be made. Selectman Cooper stated she would make the changes and distribute the updated copy to the Board.

At 9:40pm Vice-chair Giordano made the motion, seconded by Selectman Inman, to adjourn. The motion passed unanimously.

Respectfully submitted,

Patricia Shogren
Selectmen's Administrator