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Town of Danville
Board of Selectmen
March 25, 2019
7:00 PM

7:00 PM Meeting is Video-Recorded - Jacob

Selectmen Present: Chairman Scott Borucki, Vice Chair Shawn O'Neil, David Knight, David Cogswell

Absent: Sheila Johannesen

Others Present: Patricia Shogren, Town Administrator; Carsten Springer

Scott 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. Delegates

Carsten Springer addressed Shawn seeking information on how the School District was choosing members for the SAU Withdrawal Study Committee. He noted his wife is very interested in sitting on that committee and had her resume ready for review. Shawn explained that information needed to be submitted to the School Moderator. Shawn then explained how the Committee would be formed. The School Moderator would appoint four members, the School Board picks two members, the Budget Committee picks one member, and the Superintendent will sit as a non-voting Committee member.

II. Old /New Business

School CIP Committee: This committee needs a representative from the Community. Shawn explains that as he is now a formal member of the School Board, he is not eligible to represent Danville on the CIP Committee. Patty notes she can post the position on the website but needs further information such as the time commitment. Shawn thinks they will meet about once per month until the fall. Scott asks for further clarification of the duties of the CIP committee. Shawn explains they work within a 5-year period for things such as infrastructure, facility upkeep, boilers, paving, etc. One project they are working on is getting projectors into every classroom. Once these items are discussed and costs are estimated, the list is provided to the School Board for budgeting. Dave K. suggests perhaps John Hughes of the school Budget Committee, or Mariann Springer might be interested in representing Danville in this process.

Integration of Budget: Patty explains that she has imported the newly approved budget and it balances with the BOS approved Operating Budget. She noted that she needed to add in \$4000 from the approved ACO Warrant Article and \$25,000 for the approved second bulk pick-up Warrant Article. These items have been added to the appropriate expenditure lines and become part of the Operating Budget.

Minutes: Dave K. noted a reference regarding construction of the Salt Shed and new Police Station going through the ZBA was inaccurate. While he does feel strongly that process should include the Planning Board, Conservation Commission and the Historical Committee; the ZBA is for ordinance violations and there should be none of those. Scotts notes that line #152 needs to be corrected to read the password for the Dog License list is provided by the Town Clerk and not the Police Department. Dave K. also clarified that he felt Sheila should pick up the ACO equipment immediately, and only wait on the software access until her background check is complete.

Patty noted that Sheila had completed the Background forms and picked up the laptop and the password today (March 25, 2019) and would be taking it to Rockingham County Dispatch for set-up. The ACO process will not be going through the Danville Police Dept. There was a brief discussion of e-mails updating the status of this process.

Dave K. noted that he would like Sheila to update the BOS directly. Scott notes the Police Department is taking a hands-off approach to the ACO to honor the will of the people. David C. questions if the ACO is a department of its own and will need its own budget, office space, etc. Patty explains all the equipment is kept with the van, and animals will continue to be housed in the Fire House Bay, as has been the past practice. Dave K. notes the ACO position will be budgeted in the appropriate line in the Town Budget and will no longer be part of the Police Department budget. Patty notes the appropriate line will be the "health" line.

Dave K. motioned to accept the minutes as amended. Seconded by David C. Vote is unanimous.

Little Red Schoolhouse: Dave K. initiated discussion regarding a notice to Mr. Griffin representing the Village Improvement Society (VIS) in reference to the Little Red Schoolhouse. He had noted from a previous discussion the BOS there was an April 1 deadline to notify VIS regarding the Town's intentions for the Little Red Schoolhouse. Patty noted that notice should come from the Fire Wards. The Improvement Society had addressed the BOS and she had passed that information to the Fire Wards because the Association owns the building. She will remind them of the deadline. On a related note, Dave K. has spoken to a member of the Association asking for permission to continue to store Fire Department equipment for another year, as the Warrant for an additional bay at the Fire Station for that storage did not pass.

Annual Performance Reviews: Dave K. noted the annual reviews were due in February. Patty stated she had received reviews from the Police Department and had completed Janet's review, but has not received any response from the other departments. There was discussion regarding completing Patty's review. Shawn noted it should be done by either the Chair or Vice-Chair of the BOS. Patty suggested the BOS seek input from the other departments as she interacts with them as well. Shawn will work with Scott to complete that process.

Recycling: Dave K. informed the BOS of an article he read relating to the increasing difficulty of finding recyclers for aluminum, noting it portends of more increasing costs to the recycling program. Currently only one company is recycling aluminum, resulting in huge quantities of aluminum being stored at recycling centers. Patty asks if she should inquire how many other towns are holding their recycling programs, noting that Danville is paying for recycling. David C. notes stopping the recycling program may not be well received. Scott expressed concern that residents would be requesting extra totes for the extra waste generated. He feels that until the town incurs expenses in the program, it would be wiser to continue.

Committee Appointments: Dave K. refers to a note from Sheila regarding committee appointments. He feels there are two openings are especially important: Recreation Committee and Forestry Commission. Patty noted the other committee/commission seats due this year are re-appointments. There was discussion surrounding the past practice of the BOS to wait until mid-April to fill/reappoint these seats. Shawn noted this period was established due to a history of other Boards quickly filling open seats to maintain certain agendas and not allowing other individuals an opportunity to participate. Scott noted the two open seats had been open for over a year. Patty noted that reappointments have been unanimous with the current BOS.

- ✚ Dave K. motioned to appoint Sonia Landry for the Recreation Committee. He noted that she has volunteered with Recreation and is involved in other activities in Town. Seconded by David C. Vote is unanimous
- ✚ Dave K. motioned to appoint Sayre DeVito to the Conservation Committee, noting that she has been attending and viewing the meetings. Seconded by David C. Vote is unanimous
- ✚ Dave K. motioned to appoint Sayre DeVito to the Forestry Commission. Seconded by David C. Vote is unanimous.

Dave K. notes that in the past he has strongly supported the BOS reappointment schedule of Mid-April. However, as the Committees/Commissions are working well and there appears to be a lack of people interested in serving on these boards, he would like to move forward with the reappointments.

- ✚ Dave K. motioned to reappoint Mark Roy to the Community Center Management Committee. Seconded by Shawn. Vote is unanimous.

- ✚ Dave K. motioned to reappoint Carsten Springer to the Conservation Commission. Seconded by Shawn. Vote is unanimous.
- ✚ Dave K. motioned to reappoint Allan Hess to the Conservation Commission. Seconded by Shawn. Vote is unanimous.

Dave K. reiterates for the Public these people have served their Town very well and continue to work hard and that is why he asked to complete the appointment process at this meeting.

Dave K. expresses his hope that Selectman Johannesen will agree with the BOS appointments and reappointments and sign off on the BOS decisions when she comes in.

Budget Committee Openings: Patty notes the BOS has received two resignations from the Budget Committee. Scott notes that Brenda Whitehouse and Kathy Beattie have resigned their seats on the Budget Committee. He personally thanks them for their time and hard work. Patty explains this will leave one open seat on the Budget Committee. There were two write-in candidates in the election for one open seat. If the Chair of the Budget Committee appoints the second write-in candidate, there will be one open seat remaining. Dave K. notes that anyone interested in serving on the Budget Committee will need to apply to the Budget Committee Chair, as this is an elected position.

Hazardous Waste drop off: Scott read a notice there will be a Hazardous Waste Drop-off on Saturday, April 27 from 9:00AM-12:00PM at 51 Old County Rd. Plaistow. Proof of residency will be required.

Bulk Pick-Up: Saturday, April 27. New Forms will be on the website shortly. Addresses must be on the form and all addresses must be clearly marked on the property in order for pick-up.

Home Business Application: Scott reviewed the completed application for Bellacque Electric Services LLC at 89 Crestwood Dr. Application is for administrative work only. There would be no customer traffic and all work will be conducted off-site. Dave K. motioned to approve the application. Seconded by David C. Vote is unanimous.

Patty read the Town Announcements listed below

Bonding Process: Patty contacted Keith looked into the bonding process as the BOS requested and there are two ways to approach the issue. He would like the BOS to set up a meeting with Keith Pike (TD Bank) to discuss the issue. Patty briefly explained the BOS would need a dollar amount in order to have a discussion. Discussion would include amortization, bond length, and process. The BOS settled on the May 6 meeting date. Patty will check to see if Keith is available then.

Shawn would like to meet with Patty regarding the School District M232 form. If there are any questions or issues, he would like that discussion added to the next BOS agenda.

III. Town Announcements.

Open Committee Seats:

- ✚ Heritage Commission- 1 alternate position
- ✚ Planning Board- 3 alternate positions
- ✚ **NEW** Cable Committee- 2 seats

“New to Medicare” Workshop will be held Wednesday, June 12 from 2:00PM-4:30PM at the Community Center

Recreation Committee

- ✚ Rabies Clinic: Saturday, April 6 at the Safety Building 10:00AM-1:00PM. Sponsored by the Danville Police Dept. and Danville Recreation Committee.
- ✚ Spring Craft and Vendor Fair: Saturday, April 13 at the Community Center from 9:00AM- 3:00PM

If you are interested in reserving a space, contact recreation@townofdanville.org Hurry, there are only a few spaces left!

- ✚ Mother’s Day Pancake Breakfast: Saturday, May 4, at the Community Center from 8:00AM- 11:00AM.
- ✚ Earth Day Clean-Up: Saturday May 4, 8:00AM-11:00PM concurrent with the Pancake Breakfast. There will be activities for the children. Blue bags and gloves will be provided.
- ✚ **Save the Date!** Senior Trip has been scheduled for Saturday, June 22 for Squam Lake. Cruise and Lunch included. Watch for further details in the near future!
- ✚ Recreation Committee will be forming a sub-committee for Old Home Day. If interested please contact them at Recreation@townofdanville.org

Scott requested a motion for a Non-Public session under NH RSA 91A:3-2C. Shawn motioned to go into non-public. Seconded by David C. Roll call vote: Scott-yes, Shawn-yes, David C.- yes, Dave K.- yes.

Non-Public Session entered at 7:45PM

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

Respectfully Submitted
Deborah A. Christie

Motion to enter Nonpublic Session made by Dave seconded by David

Specific Statutory Reason cited as foundation for the nonpublic session: RSA 91-A:3, II(c)

Roll Call vote to enter nonpublic session:	Scott Borucki	yes	Motion: PASSED
	Shawn O’Neil	yes	
	Sheila Johannesen		
	Judi Cogswell	yes	
	David Knight	yes	

Entered nonpublic session at 7:50 p.m.

Roll Call Vote to return to public session:	Scott Borucki	yes	Motion: PASSED
	Shawn O’Neil	yes	
	Sheila Johannesen		
	Judi Cogswell	yes	
	David Knight	yes	

Motion to return to Public Session made by Dave seconded by Scott

Roll Call Vote to return to public session:	Scott Borucki	yes	Motion: PASSED
	Shawn O’Neil	yes	
	Sheila Johannesen		
	Judi Cogswell	yes	
	David Knight	yes	

Motion made to seal these minutes? If so, motion made by Dave seconded by Shawn because it is determined that divulgence of this information likely would adversely affect the reputation of any person other than a member of this board

Roll Call Vote to seal minutes:	Scott Borucki	yes	Motion: PASSED
	Shawn O’Neil	yes	
	Sheila Johannesen	yes	
	Judi Cogswell	yes	
	David Knight	yes	

These minutes recorded by: Patricia Shogren