

Town of Danby
DRAFT Select Board Meeting Minutes
April 14, 2022
Town Office, Danby, VT 7:00pm
<https://www.danbyvt.org/government-information>

Public Present – D. Stoddard, T. Porter, G. Heaton, B. Thompson, C. Hardaway, J. Millard (treasurer)

- Call to order at 7:00pm
 - Pledge of Allegiance
 - Roll Call – Fuller, Abbott, Power, & Bender present. Haines absent
- Motion to Set Agenda with amendments listed below
 - Add minutes from March, 25,2022 for approval, sign discussion on rt7 to planning commission report, accounts payable procedure, employees holidays, & ARPA to treasurers report, Davenport Excavation to fleet permits, sign warning for delinquent tax collector reconsideration, and B. Thompson with hybrid meeting information to old business
 - Remove structures grant from Road Commissioners report
 - Motion by Powers, 2nd Abbott, passed unanimously
- Motion to adopt minutes from March 10 ,2022 and March 25, 2022
 - Motion by Powers, 2nd by Abbott
 - No discussion
 - Fuller abstained
 - Bender, Powers, Abbott for, motion passes
- Public Comment
 - C. Hardaway asked if ARPA funds, and April 30,2022 deadline would be discussed
 - Will be addressed during treasurer’s report
- Planning Commissions Report
 - Powers spoke in place of S. Taylor being absent
 - Planning Commission is starting to look over town report, so every member is familiar with the document.
 - The town plan is a fluid document
 - Public questioned why is it being reviewed so far in advance?
 - For familiarization for current and new members to help serve the town better
 - Business owner on Main Street Myklebust submitted an email expressing questions about town signage on rt. 7
 - Currently there is just the Danby Town Sign with arrow due to state regulation about billboards and advertising
 - Powers offered to review email and investigate it further
- Treasurer Reports – J. Millard
 - Any budget status report questions?
 - Everything is on point so far with the budget
 - When town was audited it was suggested that there were procedure books for all town positions
 - Review accounts payable procedures
 - Board is happy with how that is currently handled

- Purchasing Policy
 - Purchase Orders, grants and bids
 - What happens when there is an emergency and a PO isn't available
 - Planned purchases, PO system works very well
- Town employees & Eligible benefits
 - Ease of access pay roll information has been consolidated
 - Review with employees what their benefits are so they are informed about eligible PTO
- B. Halligan is done as of May 1, 2022
- Credit card limit will now be shared use for limit between J. Millard and T. Fuller
- Review Retirement Plan Paperwork
 - Set up meeting with provider to review questions and paperwork
 - Powers will facilitated that meeting
- APRA
 - Final guidelines have been released
 - No longer have to prove loss from Covid-19 for interested projects
 - It is an understanding that loss/damage occurred
 - First deadline is April 30,2022
 - Must decide if the town is going to elect to accept the standard amount of 10 million (or less) or outline specific projects with cost
 - Special meeting will be held for final clarification before paperwork in submitted
 - J. Millard will fill out the online paperwork and submit
 - April 26, 2022 at 12pm
 - Special meeting for clarification of paperwork and submission
- Motion to approve fleet permits as follows
 - Herman Construction, Pike Industries, Belden Construction, Camp Precast Concrete, Driscoll Brothers, Miles Lumber, Wind River Environmental, Sargent Concrete and Construction, A. Johnson Co., Brown's Welding, Cota & Cota, Beacon Sales Acquisitions, HOP Energy, & Davenport Excavation
 - Motion by Fuller, 2nd by Powers, no discussion, motion passes unanimously
- Road Commissioners Report
 - Sign annual plan
 - Grader is currently broken, parts are on order and should be repaired and back in working order soon
 - Made it through the winter without going over budget on materials
- Motion to approve Otter Creek Campground Liquor License
 - Motion by Fuller, 2nd by Abbott, no discussion, motion passes unanimously
- Discussion of Delinquent Tax Collector Reconsideration vote
 - March 29, 2022 a petition was submitted with 77 signatures to have a revote of article 8 from original ballot in March with better clarification.
 - Warning that there will be a revote on May 17, 2022 for article 8
 - Should the delinquent tax collector be appointed or voted position
 - By Australian ballot polls will be open 7am-7pm
 - Informational meeting will be May 16, 2022 7pm at Currier Memorial School

- Warning signed and submitted
 - Ballots will be mailed for a cost of \$560 for postage
 - Ballot clerks will cost \$1,160
 - Discussion on using paper ballots vs. tabulator coding ballots
 - Motion to use paper ballots
 - Motion by Fuller, 2nd by Powers, no discussion, motion passes unanimously
- Old Business
 - B. Thompson reached out the neighboring towns about current policies and procedures for hybrid meetings
 - Created a draft from information collected for Danby
 - Select Board will need to find someone to facilitate the remote portion of the meetings
 - B. Thompson volunteered for the interim but not long term
 - GoTo Meeting account was renewed and is active
 - At next Select Board meeting May 12, 2022
 - Approve & adopt policies and procedures for hybrid meetings
 - Select hybrid meeting facilitator
 - Access supplies needed for meeting
 - Computer, microphones, etc
 - Hopefully be implemented for June Select Board meeting
- New Business
 - Dump Day for June
 - J. Millard offered help collect fees day of
 - June 4, 2022
 - Motion by Powers, 2nd by Abbott, no discussion, passes unanimously
 - Rate of pay for workers during dump day
 - Check on last years rate and review at next meeting
- Motion to adjourn
 - Motion by Powers, 2nd by Fuller, passed unanimously
 - Meeting adjourned at 8:30pm

Respectfully Submitted by:
Drea Stoddard
Minute Taker