

**Town of Danby
DRAFT Select Board Meeting Minutes
December 11, 2025**

Town Office, Danby, VT 7:00pm

<https://www.danbyvt.org/government-information>

ZOOM MEETING ID: [https://us06web.zoom.us/j/813 2851 1750](https://us06web.zoom.us/j/81328511750) (Passcode: YNc5S5)

Recording accessible at www.peg.tv.com

Public Present: Hilary Solomon, Suzanne Crosby, Bill Payne, Matt Blouin

Virtually Present: Annette Smith, Sharon White, Chris Hardaway, Terry Parker, Doug White, Sharon White, Renata Aylward, Gary Derr, Andrea

Call to order at 7:02pm

Pledge of Allegiance

Roll Call: (Haines, Fuller, Abbott, Heaton, Bender)

- **Present:** Haines, Abbott, Heaton, and Fuller
- **Absent:** Bender

Procedure for Remote Access and Public Comment Statement

- Skipped reading with no objection from public.

Motion to Set Agenda

- ***Motion by Fuller to set agenda, seconded by Abbott.***
- ***Motion passed unanimously***

Public Comment

- Natural conservation district study discussed concerning Flower Brook project discussed by Hilary Sobmon. Identify areas in upper watershed to stabilize with 7 projects in Pawlet and 6 in Danby. Will continue to work with landowners and towns with funding resources also available. If you have culverts that need to be replaced there may be some funding available toward replacement. Map and documentation of Flower Brook project provided to Select Board.
- Annette Smith asked if camera could be on during meeting and face the Select Board members. Matt Blouin stated he could try to position computer to capture board members (as embedded on top of computer screen) and take notes at same time. Select Board was ok with this and only Steve Haines was not able to be captured in video.
- Annette Smith also asked Select Board to discuss Currier School closing.

Motion to adopt Minutes of Select Board Meeting of November 13, 2025

- ***Motion by Haines, seconded by Fuller.***
- ***Motion passed unanimously***

Treasurer's Report: Katlyn Parker

- Audit effort discussed: NEMRC bank reconciliation is done. The Town should be in a position by the end of December to hire a firm to conduct the external audit. The external audit likely wouldn't be available until spring and not prior to town meeting.
- 2 computers Ordered for the Listers and Treasurer. Town Clerk's computer was approved previously.
- Fuller asked how work on day-to-day stuff is going. Only Lonna has been actively auditing records (i.e., payroll, deposit, etc.) and just finished November. No one else has come in to help her and uncertain how times to meet are being communicated to other auditors.

Transfer Station Report: Steve Haines

- Looking at roughly 70K for site work and 20K for concrete. No power and no building included. Need to decide if Cliff's current building is moved or closed.
- West side is not an option. Haines believes town will have landowner opposition on all sides.
- Suzanne Crosby asked if town office could move instead. Currier School may not be an option and more to be discussed later in meeting.
- Need to understand costs, permit/environmental approval process and decide if town goes forward. Need to also understand if Act 250 would be part of process.
- Steve will reach out to the committee to provide more information to the board on costs and permitting required for a decision to be made on the feasibility of the site for the transfer station.

CMS Status Report: Greg Heaton

- T&G is not selling or abandoning the school. Looking to potentially use as a special education facility for the southwest region of Vermont. School will be closed and T&G will notify town by December 2026 of their intent for if/how it will be used in future or sold to town. Concerns raised by Fuller on who would maintain the school and if not used as public building it should be taxed. Heaton cannot answer that concern. Heaton stated school is used for some community events and that will likely continue.
- The BRSU will provide out operating expenses, capital improvements made and facility studies to the Town of Danby by mid-January.

Road Commissioner's Report:**Brett Blanchard Complaint**

- Steve commented rocks and dirt may have hit Brett's car by accident during leaf blowing. Driver's window was damaged. Uncertain why complaint did not make it back to Town Clerk. Heaton suggested Bender reach out to him if he wants to follow up. Select Board is uncertain if there is an insurance claim. Brett not present in-person but had issues accessing remotely (waiting room issue should now be fixed).

Bridge 7 Maintenance Agreement

- Fuller cannot give number at this meeting. Will have for January meeting.

Advertising Road Crew Vacancy

- Heaton stated using Indeed would cost \$500 per month and should generate 20-30 applicants. Mid-month there is a check in with Indeed to see if the town is satisfied. Select Board has not had lots of luck filling position. Town Clerk or Treasurer would need to create the account and town credit card is needed for payment.

- Blouin asked if another position could be posted or just one posting for the \$500 fee (i.e., Assistant Clerk position open too). Heaton believes cost is just for the single posting but will check.
- ***Motion by Fuller to pay for advertising for 3 months at \$500/m for Road Crew position, seconded by Haines.***
 - Heaton will work with Katlyn to create the account and start the advertising.
- ***Motion passed unanimously***

Old Business: None

New Business:

- Assistant Clerk Position opening was discussed. Select Board and Annette Smith do not believe position limited only to town residents. Town Clerk appoints Assistant Clerk position. Rate would be set based on experience and Select Board is suggesting \$16 -\$19.29 to be range. Health coverage would not be included, but other union contract benefits such as retirement and potentially eye glass coverage (not exams) would be included. Likely 24 hrs. per week, but Town Clerk sets hours and times.

Motion to adjourn meeting:

- ***Motion by Haines, seconded by Fuller***
- ***Motion passed unanimously***
- Meeting adjourned at 7:58PM

Matthew Blouin
Meeting Facilitator