

# **Townshend Select Board Meeting Minutes**

## **April 6, 2009**

### **Present:**

**Select Board** - Alene Evans, chair; Hedy Harris, Bruce Bills, Steve Ovenden, Michael Charles, (arrived at 6:40)

**Members of the Public** - Joe Daigneault; Cynthia Davis; Dale Davis; Brud Sanderson; Kurt Bostrom; George Badgley; Richard and Alisha Carusona; Steve Adams; Elizabeth Agostini; Lindsey Squires; David and Priscilla Cotton; Kirsten Reynolds; Elizabeth Garfield; Bob DeSiervo; Gaila Gulack; Sherry Maher; Craig Hunt (Select Board secretary)

1. **Call To Order:** At 6:04 p.m. Evans called the meeting to order.

2. **Additions and Deletions:** None at this time.

3. **Town Barn Committee Report:** At 6:05, Evans recognized Dale Davis and Brud Sanderson of the Town Barn Committee and requested a summary presentation of the Committees' request from Board. Sanderson explained that the Committee, on the advice of the Town's attorney, would send out letters rejecting all bids received subsequent to the Committee's original RFP (request for proposals), and include with those letters an invitation for contractors to re-bid the project, based upon a list of general specifications. The new Bid Packets would be mailed out, e-mailed, or made available for pick-up in the Town Hall and posted on the Town's website for downloading online. Qualified contractors returning bids would be required to obtain all necessary construction permits, provide performance and payment bonds and meet contract stipulations, but would still be submitting design-build proposals to the Committee, using a list of alternate specifications, to keep costs within the budget.

After brief discussion, Evans made a motion: **To authorize the Town Barn Committee to mail out rejection letters to all Town Barn project bidders with an invitation to submit new bids based upon the specifications detailed in the new Bid Packet, and to authorize the Town Barn Committee to spend such money as needed for legal advertising, postage and photocopying**, seconded by Ovenden and carried by those present.

Evans then made a motion: **To authorize the Town Barn Committee to hire Rick Hege for up to one hour for placing the Town Barn project Bid Packet on the Town's website for prospective bidders to download**, seconded by Harris, and carried by those present.

The Board then recognized David Cotton and Lindsey Squires, who wished to present the Board with their construction proposals for the Town Barn facility. Harris voiced objection to the Board hearing from any prospective contractors independently at this time, and the packets that Squires had brought to distribute to the Board were refused. Squires expressed his frustration with not having heard from the Committee in the five weeks since his proposal had been submitted, and asked how the Committee was to judge among new but different design concepts. Sanderson explained that the specifications were more detailed, and that builders' choices would reflect their different

capabilities and expertise, expressing for them, and to the Committee, what was most economical. Squires agreed to look at the new request for proposals when received. Sanderson, Davis, Squires and the Cottons left at 6:25 p.m.

The Board then recognized Sgt. George Badgley of the Windham County Sheriff's Department who reported upon recent Sheriff's Department activity in Townshend; made known that current data regarding the Sheriff's Department activities in Townshend was available to Town Officials online; and questioned the Board as to its desire for more patrols by the Sheriff's Department.

Evans reminded Board members that patrolling by the Sheriff's Department is not a free service, but a contractual matter, and since Townshend's contract with the Windham County Sheriff's Department would be up for renewal on July 1st, that the Board would be deciding upon services. Sgt. Badgley left at 6:35 p.m.

**4. Reports:**

**4a. Town Clerk's Report:** None at this time.

**4b. Treasurer's Report:** Joe Daigneault was recognized and that all paperwork had been submitted for refinancing the John Deere backhoe and that his computer training was proceeding. Evans reported that she believed the auditing work of McSoley McCoy to be completed, and requested that the Treasurer forward a bill for that audit to Valley Cares, Inc. Daigneault left at 6:45 p.m.

**4c. Bookkeeper's Report:** None at this time.

**5. Highway Foreman's Report:** Kurt Bostrom reported that Walter Royce had had surgery and would be out for a time, and identified a request from Fairpoint Communications for Select Board approval to install underground conduit on Depot Road, which he authorized.

**6. Warrants:** After brief discussion, the Board instructed Hunt to have the Bookkeeper make the Warrants available for Board member review on Fridays at noon. Evans then made a motion: **To accept the Warrants but with a reduction in the General Fund Warrant by \$14,500.00, which amount is what Valley Cares, Inc. committed to pay to McSoley McCoy for the audit**, seconded by Charles and carried by those present.

<b>PR 0406</b>	<b>\$ 7,614.25</b>
<b>AP 0406</b>	<b>\$ 24,265.85</b>

**7. Members of the Public:** At 6:55 p.m., the Board recognized the Carusonas, and lengthy discussion ensued regarding Townshend's ownership rights, and classification of, and obligations to the old roadway beginning at the turn in Favreau's Corner Road in West Townshend. Members of the Board expressed Townshend's interest in proposals for commercial development, but made clear that the Board will not mediate disputes between land owners. Until it is understood how the roadway is classified, the Board will not assume any authority in the matter. At 7:15 p.m., Steve Adams and his attorney, Elizabeth Agostini, joined the conversation, and at 7:25 p.m., Evans requested that Carusona and Adams attend the next Select Board meeting.

At 7:30 p.m., Evans welcomed Rick Hege of Rescue, Inc., who answered from the Board regarding Rescue's financial projections, local rates, State and Federal cuts in funding, and collection of debt. Hege left at 7:46 p.m.

The Board welcomed Tiz Garfield and Bob DiSiervo to discuss the Town Hall Renovation project; the possibility of receiving Stimulus money for sidewalk repairs,

parking area construction, new insulation, replacement windows and furnace upgrade. Garfield reminded the Board that engineering plans for the sidewalks had been done for the Harmonyville Walkway study; that ADA access compliance was necessary, and that V-Trans representatives were in possession of plans for the parking area. Ovenden and Charles agreed to follow-up on these matters and attend the next Town Hall Renovation / Planning Commission meeting.

At 8:10 p.m., Gaila Gulack was recognized by the Board and spoke of the Listers difficulties with staffing and data entry. On request of the Board, Ms. Gulack will inquire of listers from other towns who might be available to help out, and give report to the Board at the next meeting. Ms. Gulack left at 8:25.

**8. Old Business:** Bills updated the Board as to making Town appointments. Most incumbents had agreed to serve another term, and Evans made a motion: **To reappoint those officers to another term, and appoint Craig Hunt to a term as Fence Viewer; Alene Evans as a Weigher of Coal; Craig Hunt to the Town Revolving Loan; and Margaret Bills to the Social Services Screening Committee**, seconded by Charles, and carried by those present. Hunt will speak with Effie Chamberlin about finding a Vt / NH Visiting Nurse representative, and Bills will follow up with candidates for Emergency Management Coordinator.

After discussion about the Town Personnel Policy, Hunt was asked to try to get the Draft Policy scanned onto a computer for re-working.

Following discussion with Sherry Maher at 8:45, Harris made a motion: **To approve the request of the Townshend Common Farmer's Market to open at 3:30 p.m. instead of 4:30 p.m., and set-up at 3:00 p.m.**, seconded by Evans, and carried by those present. Ms. Maher will advise the Board with her ideas for signage.

**9. New Business:** The Board recognized Kristen Reynolds, who had expressed an interest in the Select Board's secretarial assistant position, and thanked her for attending the meeting. At 9:25 p.m., Evans made a motion: To enter into Executive Session to discuss personnel, seconded by Charles and carried by those present.

The Board returned from Executive Session at 9:40 p.m., and as a result, no action was taken.

**10.** The next meeting was scheduled for 6:00 p.m. on April 20th.

**11. Adjournment:** Charles made a motion, **To adjourn at 9:43 p.m.**, seconded by Ovenden and carried by those present.

Respectfully submitted,

Craig K. Hunt, secretary