

# **Townshend Select Board Meeting Minutes**

## **June 1, 2009**

### **Present:**

**Select Board** - Alene Evans, chair; Hedy Harris; Steve Ovenden; Michael Charles; Bruce Bills, absent

**Members of the Public:** Kurt Bostrom; Dale Davis; Brud Sanderson; David Dezendorf; Keith Clark, (Windham County Sheriff); Craig Hunt (Select Board secretary)

**1. Call to Order:** At 6:00 p.m., Evans called the meeting to order.

**2. Additions and Deletions:** Evans requested that the order of business change to accommodate members of the public who were present, and the Board consented.

**3. Members of the Public:** Evans recognized Dale Davis and Brud Sanderson of the Town Barn Committee, and Davis briefly explained the process by which bids for the new town barn construction were reviewed and scored, and how contractors were interviewed. Davis recommended on behalf of the Town Barn Committee, that the Town award the project to Joselyn Brothers of Ludlow, and Charles made a motion: **To have the Select Board enter into contract negotiations with and award a contract to Joselyn Brothers for the construction of the new town barn and sand and salt shed, contingent upon satisfactory contract and performance bond and surety agreements,** seconded by Evans, and carried by those present.

Charles then made a motion: **To have the Town Barn Committee contact Joselyn Brothers and initiate contract preparations and report to the Select Board,** seconded by Evans, and carried by those present.

Discussion continued with Davis and Sanderson about finances for the project, and as the Select Board was approving expenses, money that was being spent from the General Fund was being reimbursed by the Town Barn Bond account. Davis informed the Board that a check in the amount of \$8,734.14, had just been presented to the Treasurer in order to bring accounts current. Evans made a motion: **To allow an amount of up to \$2,000.00 of Town Barn Bond account money to be spent by the Town Treasurer for incidental expenses of the Town Barn Committee in the interim between Select Board meetings,** seconded by Harris, and carried by those present. Charles then made a motion: **To have the Select Board authorize the expenditure of up to \$1,200.00 for asbestos removal from the present garage,** seconded by Harris, and carried by those present. Davis and Sanderson left at 6:25 p.m.

**4. Highway Foreman's Report:** Kurt Bostrom was recognized and reported that an funding grant application had been submitted for culvert replacement on Route 35, just before Styles Brook Road, and that the grant for repair work on Windham Hill Road had received a two-year extension. He also reported on maintenance of town vehicles, including the replacement of two windshields; the moving of chloride tanks and plows from the Town Barn yard; and scheduling with Bartlett Tree Service to begin the

ice storm clean-up in the coming weeks. Discussion continued with Board members about repairs on the compactor in order to get a current inspection sticker, and Charles made a motion: **To have the Town spend up to \$1,400.00 with Osgood's to replace the rear seal in the compactor and install new rear fenders**, seconded by Ovenden, and carried by those present. Bostrom left at 6:35 p.m.

**5. Approval of Minutes:** Following discussion, Evans made a motion: **To approve the Minutes of May 18, 2009, as corrected and amended**, seconded by Charles, and carried by those present, with Harris abstaining.

**6. Warrants:** Charles made a motion: **To approve the Warrants of June 1, 2009**, seconded by Ovenden, and carried by those present.

J0109 PR	\$ 6,050.39
J0109 AP	\$ 9,286.00
J0309 School	\$ 396,826.02

**7. Reports:**

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

**Treasurer's Report:** None at this time.

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

At 6:45 p.m., the Board recognized David Dezendorf, Townshend Emergency Management Officer, and he reported upon receiving an application from FEMA for funding firehouse construction or rehabilitation, which the Board requested he work on for their consideration. Dezendorf also informed the Board of a course provided by FEMA that is available online for Town leaders, providing training and instruction for incident commanders in disaster management, and requested that Board members review the Draft Emergency Ordinance and consider its approval at their next meeting.

With Windham County Sheriff Clark, Dezendorf and the Board discussed various matters of emergency command structure and authority, hazard identification, response and mitigation. Dezendorf left at 7:10 p.m.

The Board then recognized Sheriff Clark and discussion ensued with regard to the Town's contract with the Sheriff's Department. Sheriff Clark provided a summary of the Department's activities in Townshend, which was averaging about 40 hours a month in traffic control and other law enforcement services. Members asked questions about illegal ATV use, VIN checks and civil process, and Sheriff Clark further informed the Board that through a continuing grant, a resource officer would again be present at Leland and Gray Union High School. Evans then made a motion: **To have the Town of Townshend enter into a contract with the Windham County Sheriff's Department for the upcoming year under the same terms as had been accepted last year**, seconded by Charles, and carried by those present. Sheriff Clark left at 7:40 p.m.

**8. Other Business:** Board members then discussed findings at the Special Select Board meeting held with permission of Cindy Hoard earlier in the day on the site of the Hoard residence at 2777 Grafton Road with members of the public and Townshend's Health Officer in attendance. The Board was of general consensus that the amount and nature of the accumulated trash and other refuse present on the property was in apparent violation of Townshend's Waste Disposal Ordinance. Evident to Board Members at that meeting, and of more serious concern, was the potential for environmental pollution and the legitimacy of adjacent resident's worries about potential health hazards posed by rats, insects and other vermin. Evans made a motion: **To have the Townshend Health**

**Officer speak with the Town Attorney and draft a letter to the Hoards relaying the Town's concerns and providing the Hoards with an opportunity, prior to a deadline to be established, and prior to the issuance of an Order by the Town, to attend to this matter,** seconded by Charles, and carried by those present. Charles then made a motion: **To authorize the Select Board chair to sign an Order of the Town should one prove necessary,** seconded by Harris, and carried by those present.

With regard to the discontinuance of Favreau's Corner Road, Hunt was asked by the Board to discover the specifics of road courses, lengths and other details for incorporation in the written draft of the action prior to the next meeting.

The Board decided to discuss the draft Personnel Policy at their next meeting.

Ovenden reported that he was continuing in discussion with V-Trans about parking at the Town Hall, and Charles reported that an estimate to conduct a feasibility study by Stevens and Associates had not yet been returned.

Evans reported, following an earlier suggestion by Charles to make inquiry, on a meeting with the Town Clerk, the Treasurer, and representatives of Chittenden Bank, regarding an opportunity for the Town to use banking services for the collection of property taxes. Evans felt that these services deserved further consideration, given that for an estimated cost of \$1,640.00 per year, the bank would collect and record tax payments, and using NEMRC systems, provide detailed electronic reports, relieving Town personnel of the duties and labors of collection, recording, depositing and data entry. Further meetings were planned with bank representatives, Evans reported, and other treasury functions, such as payroll management, were to be discussed.

Board members then discussed their pleasure at the restitution and re-installation of the Town Common Fountain, and their particular appreciation for the many efforts of Jeff Russ to get the fountain working prior to Memorial Day weekend. Aware of his contributions in attendance to major and minor setbacks in getting this project completed, the Board, and for the record here, expressed its thanks to Mr. Russ.

**9. Correspondence:** Evans reported the receipt of a letter from Gaila Gulack resigning as a Lister, and then made a motion: **To accept the resignation of Gaila Gulack as a Lister with regret, and appoint Richard Lucier to the position vacated by Gaila Gulack,** seconded by Charles, and carried by those present. Evans then informed the Board that following discussion with Howard Lott and Ann Bernhard, and finding that there was no conflict of interest in her doing so, that she had offered and would be assisting the Listers with as needed to enter data on the computer.

**10. Next Meeting:** Budget Workshop: June 2, 2009: Regular Meeting: June 15, 2009

**11. Adjournment:** Evans made a motion, **To adjourn at 8:40 p.m.,** seconded by Harris, and carried by those present.

Respectfully submitted,

Craig K. Hunt, secretary