

# **Townshend Select Board Meeting**

## **July 20, 2009**

### **Present:**

**Select Board:** Alene Evans, chair; Hedy Harris; Steve Ovenden; Bruce Bills; Michael Charles; Craig Hunt, (Select Board secretary)

**Town Personnel:** David Dezendorf, Emergency Management Officer; Kurt Bostrom, Highway Foreman

**Members of the Public:** Deputy Lake, Windham County Sheriff's Department

**1. Call to Order:** At 6:03 p.m., Evans called the Meeting to Order and requested changing the Agenda in order to recognize Deputy Lake of the Windham County Sheriff's Department.

**2. Members of the Public:** Deputy Lake reviewed the services provided to the Town of Townshend during the previous year, and questioned the cut in the Town's contract from \$19,500.00 to \$9,500.00. Of the \$62,989.00 that the Sheriff's Department generated from fines in and services to Townshend, \$39,103.00 was provided to the Town as revenue returned. Additionally, the Sheriff's Department had responded to 55 criminal complaints or incidents. Evans explained that the Select Board had carefully examined the Sheriff's services and due to a need to reduce Town spending, had split law enforcement contract services equally between the Sheriff's Department and the Vermont State Police, reminding Deputy Lake that when the Town had requested the Sheriff to serve legal papers in June, that that service had been mishandled, twice. Charles then made the point that all 911 calls go directly to the State Police, and, as often as not, the Sheriff's Department refers calls and complaints to the State Police as a matter of routine. Deputy Lake reminded Board members that in addition to the contract, the Sheriff's Department provided patrolling paid for by State grants in order to further its goal to reduce speeding in Townshend. Ovenden expressed concern that twice as many tickets were being written on Town Roads than on State Route 30, which would seem to disproportionately impact local citizens. Evans offered that the Board would consider making a change in the contract for next year, but felt that the Town's desire for increased presence by law enforcement officials was not just to set speed traps for generating revenues. Deputy Lake left at 6:20 p.m.

The Board then recognized David Dezendorf, who provided an update on courses being offered by the State for operating an Emergency Management office, and encouraged Select Board members to attend the free training.

**3. Highway Report:** At 7:25 p.m., the Board recognized Kurt Bostrom, Townshend's Highway Foreman. Bostrom estimated that approximately 70-80 yards of fill was needed at the Grafton turn to prepare the dump site for relocation of the compactor and recycling bins during construction of the new Town Barn, and requested that the Select Board approve the purchase of a generator to be used at the site. If the

relocation of the dump was made permanent, power could be brought in from the road, but in the short term, a generator would to be needed to provide power to the attendant's hut. Funds for the gravel could come from the Town Barn Bond funds, as cost in support of the construction, but as the generator would be a Town asset, it should be paid for out of the general funds. Discussion about making the relocation permanent followed, and costs were estimated. Evans made a motion: **To have the Town Highway Department relocate the compactor, recycling bins and attendant's hut to the former dump site on Grafton Road, and have the Town Barn Bond funds pay for the labor costs of relocation and for the gravel needed at the site**, seconded by Charles and carried by those present.

Evans then made a motion: **To purchase a generator from Ron's Husqvarna for an amount not to exceed \$1,800.00; have a storage/security shed built for the generator for an amount not to exceed \$500.00; and to contract for electrical services not to exceed \$200.00, to be paid for out of the General Funds**, seconded by Charles, and carried by those present. Hunt was then requested to build the generator storage shed, and he accepted.

Evans asked Bostrom about a tree removed from the Town yard and how it was disposed of, and Bostrom explained that it was taken to the gravel pit for Highway crew members to cut for firewood, if they wanted.

Bostrom again requested that the Board consider replacing Truck number 3, which is need of considerable work, is more than ten-years old and becoming quite expensive to maintain. Discussion followed, including the need for projecting budgets on a ten-year plan; the unforeseen expenses of having one truck down when needed for plowing; the potential savings of having a relief driver for plowing and reducing overtime costs; and the potential for privately contracting plowing services for under-populated Class 3 Roads. Bostrom and Dezendorf left at 7:00 p.m.

**4. Approval of Minutes:** After review, Evans made a motion: **To approve the Minutes of July 6, 2009**, seconded by Harris, and carried by those present. Evans then made a motion: **To approve the Minutes of the Special Meeting on July 13, 2009**, seconded by Bills, and carried by those present.

**5. Warrants:** Following a brief recess, discussion focused upon Warrants that did not include Payroll documentation for the Board's review. Evans made a motion: **To have the Chair get the Payroll documents for the Board to sign at the next meeting and set up procedures with the bookkeeper for assuring that it is provided**, seconded by Bills, and carried by those present. Evans then made a motion: **To approve the Warrants as presented**, seconded by Harriss, and carried by those present.

J2009 - PR	\$ 7,403.41
J2009 - AP	\$ 20,538.19

**6. Reports: Town Clerk's Report:** Evans reported that she and Anita Bean had worked to reduce the penalties for misfiling the 941 Schedule B with the IRS in the 3rd Quarter of 2008 by 20%; in the 4th Quarter of 2008 by almost 50%. Evans made a motion: **To have the Treasurer and Assistant Treasurer handle the filing of the 941 Schedule B for the 2nd Quarter of 2009**, seconded by Charles, and carried by those present.

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

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

**Town Barn Committee Report:** Charles reported to the Board that a schedule of anticipated payments had been received from Josslyn Brothers Construction, Inc., and that completion of the work on the Town Barn Project was estimated for November. Following brief discussion, Charles made a motion: **To instruct the Treasurer to investigate the need for an audit of the Town's books as required prior to issuance of the Bond for the Town Barn Project and report his findings to the Select Board,** seconded by Evans, and carried by those present.

**7. Old Business:** Ovenden volunteered to follow up on the status of the Ancient Roads Committee.

**8. New Business:** The Town Clerk requested that the Town apply for a membership at BJ's.

Evans made a motion: **That the chair sign the Marshall & Swift agreement,** seconded by Bills, and carried by those present.

Charles reported that Carole Melis had offered to prepare the easement documents as needed for the Town's re-construction of the sidewalks along Route 30, free of charge, and Ovenden reminded Board members of the Public Hearing regarding sidewalks on August 3, 2009, at 5:00 p.m.

Evans reported that the Cemetery Commission is displeased with the accounting reports that it has been receiving, and will be changing to a fiscal year accounting basis, if these accounts are corrected. Evans also reported that the Brodies had offered to donate a 50 foot tract of land adjacent to the Round Hill Cemetery.

**9. Executive Session:** At 8:50 p.m. Evans made a motion: **To enter Executive Session to discuss personnel matters,** and by general consent, carried by those present. At 9:05 p.m. the Board returned from Executive Session, and as a result, no action was taken.

**10. Next Meeting:** Sidewalk Hearing August 3rd at 5:00 p.m.

Regular Meeting August 3rd at 6:00 p.m.

**11. Adjournment:** Harris made a motion, **To adjourn at 9:05 p.m.,** seconded by Bills, and carried by those present.

Respectfully submitted,

Craig K. Hunt, secretary