

Townshend Select Board Minutes

January 18, 2010

Present:

Select Board: Steve Ovenden, chair, Hedy Harris; David Dezendorf; Michael Charles; Bruce Bills, absent

In attendance: Kim Ellison, Bookkeeper; Dale Davis (Town Barn Committee, chairman); Irvin Stowell, (Ancient Roads Committee, chairman; Craig Hunt, (Select Board administrative assistant)

1. **Call to Order:** Ovenden called the meeting to Order at 6:10 p.m.
2. **Approval of Minutes:** Following discussion, Harris made a motion: **To approve the Minutes of January 4, 2010 as corrected**, seconded by Dezendorf, and the motion was carried by those present.
3. **Additions and Deletions:** Charles asked to add discussion concerning Townshend's legal representation, and Dezendorf asked to add discussion of Townshend's Emergency Operations Plan under New Business. Ovenden asked to add updates on the status of the Transfer Station re-certification permit application, the Town Hall rear parking study, Ancient Roads, and the Polling Place Grant under Old Business, and to acknowledge and discuss letters received from the Windham County Humane Society, from the State regarding Tax Equalization, and from the State for Highway Mileage Certification under Correspondence.
4. **Warrants:** Following brief discussion, Charles made a motion: **To approve the Warrants of January 18, 2010, as corrected**, seconded by Harris and carried by those present.

General Fund	\$ 7,835.11
Payroll	\$ 12,714.31
Highway Department	\$ 10,880.72
Town Barn Construction	\$ 100,852.26

5. Reports:

Town Clerk's Report: The Board reviewed the printed Town Clerk's Report.

Bookkeeper's / Treasurer's Reports: None at this time.

Highway Foreman's Report: None at this time.

Town Barn Committee Report: Davis reported that inquiry was being made of the rules for securing the Construction Bond regarding what percentage of the costs might be applied toward fixtures and equipment. Charles asked about the exterior night lighting that couldn't be turned off at will, and Davis reported that an electrician was going to assess the circuitry. Additionally, Davis conveyed that while the final completion date was still unknown, that many details, including a roof over the fuel storage area, were completed or being addressed.

Emergency Management Officer's Report: Dezendorf updated the Board on the Shelter Management meeting conducted by the Red Cross on January 16th at the

Town Hall, and conveyed that Grace Cottage Hospital was preparing and distributing a "medical special needs" questionnaire for Townshend residents.

6. Members of the Public: Irvin Stowell reported to Board members upon the finalization of the WSWMD budget and Town assessments; discussed the use of RDAG money for improvements at the Town Hall; discussed Town sidewalk and handicap access ramp construction, and suggested ways to control spending, while emphasizing the need to manage increases in Highway Department spending.

Stowell also questioned the Board about leaving benches out all winter on the Common, and asked whether any Notice was posted prior to the generators at the Highway garage being sold. The Board requested Hunt to speak with the Highway Foreman and find out.

7. Correspondence: Letters from the State pertaining to Tax Equalization and Highway mileage certification were acknowledged. Correspondence from the Windham County Humane Society introducing an insurance program for Towns that might incur excessive shelter and other animal control costs was discussed, with the Board instructing Hunt to reply in writing to the Society that Townshend was aware of its responsibilities and in compliance with municipal regulations, and not interested in this program at this time.

8. Old Business:

Ancient Roads: Stowell updated the Board on the progress of the Ancient Roads Committee.

Transfer Station: Hunt reported that the primary transfer station recertification application had been submitted to the State, and that letters of testimonial, and a request for a waiver to the property line setback requirement would be quickly following. The Board instructed Hunt to have a Notice published and posted for a Public Hearing on the Transfer Station recertification scheduled for February 16th, at 5:00 p.m., if it was necessary.

Favreau's Corner Road: Charles made a motion: **To instruct Hunt to have a Notice published and posted for a Public Hearing on Favreau's Corner Road discontinuance, scheduled for February 16th. at 5:30 p.m.**, seconded by Ovenden, and carried by those present.

Handicap Access Ramp: Ovenden reported on having received three new leads for bids on the Town Hall handicap access ramp railings, and made a motion: **To authorize the chair to enter into contract for handicap access ramp railings to be installed at a cost not to exceed \$7000.00, and to be paid for out of RDAG funds**, seconded by Harris, and carried by those present.

9. New Business:

Legal Representation: Following brief discussion, Charles made a motion: **To have Harris enquire of various qualified and experienced legal firms the costs of providing Townshend with representation**, seconded by Dezendorf, and carried by those present.

Town Meeting Warning: The draft Town Meeting Warning was reviewed by the Board, and following changes, Charles made a motion: **To accept the Town Meeting Warning as corrected**, seconded by Ovenden and carried by those present.

Town Budget: FY2010-11: The Board, with Ellison, reviewed the FY 2010-11 Budget, with Harris making a motion: **To approve the Budget for fiscal year 2010-2011 as prepared**, seconded by Dezendorf, and carried by those present.

Emergency Management Operations: Following discussion, Dezendorf made a motion: **To approve the Basic Emergency Operations Plan and forward a copy to the State of Vermont**, seconded by Charles and carried by those present.

10. Executive Session: None at this time.

11. Next Meeting: Regular Meeting: February 1, 2010 at 6:00 p.m.

12. Adjournment: Ovenden made a motion: **To adjourn at 9:35 p.m.**, seconded by Harris, and carried by those present.

Respectfully submitted,

Craig K. Hunt, administrative assistant