

# **Townshend Select Board Minutes**

## **December 6, 2010**

### **Present:**

**Select Board:** Hedy Harris; Jeff Russ; Bruce Bills; Steve Ovenden; Michael Charles

**In Attendance:** Kim Ellison; Joe Daigneault; David Dezendorf; Kurt Bostrom; Ryan Hockerlotz; Craig Hunt

**1. Call to Order:** Harris called the meeting to Order at 6:01 p.m.

**2. Approval of Minutes:** Bills made a motion: **To approve the Minutes of November 15, 2010**, seconded by Russ and carried by those present.

Bills made a motion: **To approve the Minutes of November 16, 2010**, seconded by Harris and carried by those present.

Bills made a motion: **To approve the Minutes of November 29, 2010, as corrected**, seconded by Harris and carried by those present.

**3. Additions and Deletions:** Under Old Business, Harris requested that Law Enforcement and Ancient Roads discussions be added.

**4. Warrants:** Harris made a motion: **To ratify the payment of \$143,000 made to Renaud Brothers, Inc., for culvert replacement on Route 35**, seconded by Bills, and carried by those present.

Bills then made a motion: **To approve the Warrants of December 6, 2010**, seconded by Harris, and carried by those present.

General Fund	\$	10,564.41
Highway Department	\$	10,561.53
Payroll	\$	6,718.07

**5. Reports: Town Clerk's Report:** The Board reviewed the Town Clerk's cash-journal reports from the prior weeks.

**Bookkeeper's / Treasurer's Report:** Ellison reported to the Board that approximately 4.0% on the collection of the first quarter of the 2010 taxes remained past due, and that about 7.0% remained outstanding on from the second.

**Highway Foreman's Report:** Prior to hearing from the Highway Foreman, Harris read a congratulatory letter from Vermont Local Roads, and presented Kurt Bostrom with a framed Certificate of Award for his achievement as a, "Level 1 Road Scholar."

Bostrom then reported on the road repairs done following the heavy rains last week, and updated the Board about getting equipment ready for winter. Bostrom also informed the Board that he'd be meeting with John Alexander of the VDOT this week to develop a plan to improve the drainage at the curve on Route 35 near the Joyce residence.

**Townshend Fire Department Report:** None at this time.

**Emergency Management Director's Report:** Dezendorf requested that the Board approve the minor changes made to Townshend's Emergency Management Operations Plan developed in conjunction with the Windham Regional Commission for submission to the State. Ovenden made a motion: **To accept the changes to**

**Townshend's Emergency Operations plan outlined by Dezendorf**, seconded by Harris and carried by those present.

Dezendorf then provided the Board with a procedural overview of applying for grants to buy and install back-up generators for the Fire Department and Townshend's emergency shelters. Discussion followed, and, by general consent, the Board authorized Dezendorf to fill out and submit the grant applications.

**6. Members of the Public:** None at this time.

**7. Correspondence:** The Board reviewed an e-mail letter from Erin Perkins regarding telephone poles located within the Route 35 paved roadway across from the Heins Home. Hunt was instructed to contact Fairpoint and CVPS about possibly relocating these poles. The Board also received a copy of an Act 250 construction application submitted by Grace Cottage Hospital.

**8. Old Business:**

**a. Town Officer Appointments:** None to RESCUE this time

**b. Town Hall Rental Policy:** Nothing at this time.

**c. Personnel Policy:** Nothing at this time.

**d. Town Hall Sidewalk and Steps:** Ovenden agreed to contact Manning about filling three small cracks that have appeared in the new sidewalks, and Russ and Ovenden agreed to attempt to, "rough-up," the stainless steel stair edges, since anti-skid tape will not properly adhere.

**e. Animal Control Ordinance:** Nothing at this time.

**f. Law Enforcement:** Harris reported that Deputy Inman had begun patrolling Townshend under an arrangements made a few months ago with the Windham County Sheriff's Department. Harris said that she would invite Deputy Inman to the Select Board meeting on December 20th for discussing with members how increased law enforcement presence in Townshend might be most effective.

**g. Ancient Roads:** Russ agreed to contact members of the Ancient Roads Committee for a report on the progress that Committee is making.

**9. New Business: E-911:** Harris agreed to contact Carole Melis for an update on the currency and distribution of 911 registration filings.

**Budget:** At 8:10 p.m., the Board began a lengthy review of FY 2011-12 budget projections presented by Ellison.

**10. Executive Session:** None at this time.

**11. Next Meeting:** Budget Workshop: December 13, 2010 at 5:30 p.m.

Regular Meeting: December 20, 2010 at 6:00 p.m.

**12. Adjournment:** Charles made a motion: **To adjourn at 8:40 p.m.**, carried by those present.

Respectfully submitted

Craig K. Hunt, administrative assistant