

Townshend Select Board Minutes

December 20, 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; Capt. Lakin; Deputy Inman; Craig Hunt

1. Call to Order: Harris called the meeting to Order at 6:07 p.m.

2. Approval of Minutes: Charles made a motion: **To approve the Minutes of December 6, 2010**, seconded by Ovenden and carried by those present.

Harris made a motion: **To approve the Minutes of December 13, 2010**, seconded by Bills and carried by those present, with one abstaining.

3. Additions and Deletions: None at this time.

4. Warrants: Board members reviewed and signed the form for the Vermont Agency of Transportation reimbursement grant of \$128,7000 to pay for the culvert project on Grafton Road completed by Renaud Brothers, Inc.

Harris made a motion: **To approve the Warrants of December 20, 2010**, seconded by Ovenden. Discussion followed regarding an invoice from Brunelle and Sons for plans created for repair and remodeling work at the Fire Station. Charles amended the motion: **To approve the Warrants of December 20, 2010, withholding payment of \$3000.00 to Brunelle and Sons until Brunelle's contract with the Townshend Fire Department could be reviewed, and the invoice, and the account from which to pay it were more fully understood**, seconded by Ovenden, and carried by those present.

General Fund	\$	20,778.28
Highway Department	\$	29,884.34
		(inc. loan payments of \$23,844.20)
Payroll	\$	13,382.83

5. Members of the Public: Harris requested that the rules be suspended in order to recognize members of the Windham County Sheriff's Department, carried by general consent, and welcomed Capt. Lakin and Deputy Inman. Capt. Lakin introduced Deputy Inman to Board members and reported that since July 1, 2010, the Sheriff's Department had written 250 civil violations totaling approximately \$26,000. Deputy Inman, since graduating from the Police Academy earlier this month, will be patrolling Townshend on a C.O.P.S. grant for at least 20 hours a week, can fill in for the Resource Officer at Leland & Gray, and is D.A.R.E. certified.

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

Highway Foreman's Report: Bostrom reported that various roads had water and frost problems due to the lack of snow cover and the extended cold. The lack of snow has allowed the department to get the trucks ready for plowing. Problems with drainage that are occurring on Steiffel Road he will look at this week

On Route 35, by the curve near William Joyce's, A.S. Clark is scheduled to begin hammering ledge for the installation of culverts. Other minor work will need to be done to stop the water and ice flowing onto Route 35 from the Old Stage Road. Though short one man on the crew due to illness, Bostrom believed that the project should be completed by New Year's.

The Board then talked about a petition signed by West Townshend residents regarding the condition of the Windham Hill Road, and Bostrom informed members that the remaining culvert work, which the grant funds are to pay for, would be done in the Spring. The road then will get paved with a shim coat, and in the following year, a top coat of asphalt. During lengthy discussion about costs, Bostrom said that all of the Town roads should be on an eight year cycle for re-paving.

Bookkeeper's / Treasurer's Report: Ellison reported that approximately 4.0% the first quarter of the 2010 taxes remained past due, and that about 6.0% remained outstanding on from the second. She told the Board that a draft time schedule for the future replacement of highway equipment, and a finalized draft of the F.Y. 2011-12 budget would be prepared before the next meeting.

Townshend Fire Department Report: None at this time. Daigneault informed Board members that the next meeting of the Townshend Volunteers would be for a work session on December 27th, and Michael Charles and Jeff Russ said that they'd plan to attend the meeting for information about the Brunnelle and Sons invoice, and about future construction plans at the station.

Emergency Management Director's Report: Dezendorf reported that the fiscal agent survey, for the radio communications and emergency shelter generator grants, was to be completed by the 31st of January, and that the grant for development of the emergency shelter was due by January 27th. Charles asked about the timeframe for using the grants, if awarded, given the need to budget toward the funding match amount, and for town and other officials to satisfy the management training necessary. Dezendorf expressed belief that there was probably a six-month window for acceptance, and reminded members that the radios grant would provide up to 80% funding, and the generator grant, up to 50%.

7. Correspondence: The Board read, with regret, a letter from Barbara Marchant, stating that she would not be seeking another term as an Auditor at Town Meeting in March. With the resignation of Liz Harrison, and the decision by Ellie Lemire not to seek another term, three new Auditors will now have to be elected.

8. Old Business:

a. F.Y. 2011-12 Budget: By general consent, the Board decided to finalize the budget proposals at the next meeting.

b. Select Board Annual Report: Ovenden agreed to present members with a draft Report.

c. Town Meeting Warning: Harris requested that the proposed budget figures for the running expenses and liabilities of the Town and the Highway Department be stated in the Warning, as well as be listed in the budget pages of the Annual Report.

Dezendorf, speaking as the chair of the Townshend Elementary School Board, relayed that the voted intent of the TSB was to hold its annual meeting on Town Meeting day, March 1st, in the Town Hall, and schedule it for 1:00 p.m. By general consent, Select Board members agreed to the proposal.

d. Video Surveillance System: Bostrom agreed to look for a countertop upon which to mount the system recording and monitoring hardware.

e. Town Hall Sidewalk and Steps: Russ agreed to bring a grinder to the Town Hall and, "rough-up," the stainless steel edges on the stairs which get slippery. Both Ovenden and Hunt had left messages with DMI about small cracks appearing in the sidewalks, but neither had heard anything in return as of this date.

f. Tax Sale Property: Board members agreed to discuss the property at the next meeting, and, rather than auction the property, perhaps list it for sale in various newspapers at the Town's cost.

g. Surplus Property: Lengthy discussion ensued regarding how best to auction the 1969 Kaiser Jeep owned by the Town, and the Board decided that it should try to hold an auction in February. Hunt was asked to prepare draft Notices.

9. New Business: Compactor: Following brief discussion about whether the taxpayers should continue to subsidize waste management, and whether the Board should consider budgeting for the future replacement of Townshend's compactor, Hockerlotz volunteered to study the cost-efficiencies of operations and present a report to the Board at its next meeting.

10. Executive Session: None at this time.

11. Next Meeting: Regular Meeting: January 3, 2011 at 6:00 p.m.

12. Adjournment: Charles made a motion: **To adjourn at 8:49 p.m.**, carried by those present.

Respectfully submitted

Craig K. Hunt, administrative assistant