

# Townshend Select Board Minutes

## February 1, 2010

### **Present:**

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

**In attendance:** Kim Ellison, Bookkeeper; Dale Davis (Town Barn Committee, chairman); Irvin Stowell, (Ancient Roads Committee, chairman); Cynthia Davis; Mike Bills; Robert Towle; Adrienne Esquivo; Craig Hunt, (Select Board administrative assistant)

**1. Call to Order:** Ovenden called the meeting to Order at 6:04 p.m.

**2. Approval of Minutes:** Following discussion, Harris made a motion: **To approve the Minutes of January 18, 2010, as corrected**, seconded by Dezendorf, and the motion was carried by those present.

**3. Additions and Deletions:** Charles requested adding to Old Business discussion about Article V in the town Warning, and Harris requested adding an update on consideration of legal representation. A letter from Lisa's Love Charitable Association and the Annual Report from Rescue, Inc., were added to Correspondence.

**4. Warrants:** Bills made a motion: **To approve the Warrants of February 1, 2010**, seconded by Charles and carried by those present.

General Fund	\$ 7,066.35
Payroll	\$ 13,104.88
Highway Department	\$ 38,635.28
Town Barn Construction	\$ 154,196.52

### **5. Reports:**

**Town Clerk's Report:** The Board reviewed the cash-journal report from the Town Clerk'.

**Town Barn Committee Report:** Davis conveyed to the Board that the Committee was awaiting an electrician's estimate regarding switch controls on the exterior lights at the garage, and that a fire inspection meeting was scheduled for February 4th. An Open House at the garage for public review of the new facility was being tentatively scheduled for February 27th, but might happen earlier in the month if possible.

After discussing finances, and, in particular, the need to pay off the one-year loan with Chittenden Bank on February 2, 2010, and take out another loan in anticipation of the Bond Bank's issue at the end of the fiscal year, Charles made a motion: **To apply the surplus of money not spent on the Town Barn Project, equaling \$135,000.00, plus all of the interest earned for a combined total of \$154,196.52, toward the \$875,000.00 in principle borrowed, and approve a new loan instrument with Chittenden Bank for \$740,000.00**, seconded by Bills, and carried by those present.

**Bookkeeper's / Treasurer's Reports:** Ellison made a presentation of a year-to-date budget report for Board members to examine prior to the next meeting. Discussion ensued regarding the proper accounting of engineering study costs, and payments to be made to Social Service organizations that were voted to receive funds from the Town. Harris made a motion: **To pay all Social Service requests approved by the voters at Town Meeting within thirty days of receiving the first tax payment in the new Fiscal Year,** seconded by Charles, and carried by those present.

Ellison also reported that outstanding receipts from the September and November 2010 tax payments totaled approximately \$45,000, and \$65,500, respectively.

Discussion continued regarding methods of accounting for equipment reserves and depreciation, with the Board to take this up again following recommendations in the forthcoming Auditors Report.

**Highway Foreman's Report:** Bostrom reported that a skidding accident during the recent ice/snow storm caused an axle on Truck #3 to break, but that parts were on order and that repairs would not involve too much effort. Charles requested that Bostrom prepare to post For Sale the remaining two generators that the Town owned along with the two temporary storage sheds, and reminded Bostrom that the Town needed a sales receipt and payment for the Buda generator that was previously sold.

Ovenden requested that Bostrom begin speaking with John Alexander of VTrans regarding the Town sidewalk replacement and curb work along Route 30, as this work is planned to be completed prior to June 30th. Upon questioning, Bostrom confirmed that the Highway crew could do the demolition work of the old sidewalks, and that the Town could provide the gravel needed.

With regard to the Town Warning Article V proposal for purchasing a new truck for the Highway Department to replace Truck #3, Bostrom suggested that a 7400 series International would be his first choice.

**Emergency Management Officer's Report:** None at this time.

**6. Members of the Public:** At 7:30, Mike Bills was recognized and requested that he be allowed by the Board to pursue Ancient Roads Grant funds that were still available to the Town in reimbursement of costs incurred. Discussion ensued, and Bills confirmed that he was still the Administrator of record with the State for those funds, and that those funds would be released upon submittal of any available Committee receipts. By general consent, the Board authorized Bills to pursue Ancient Roads Grant funds from the State.

Rob Towle was recognized and requested that the Board consider approving the placement of a non-binding referendum question on the November 2010 ballots, specific to whether Townshend voters would support the re-licensure of Vermont Yankee if recommended by the Nuclear Regulatory Commission and the Public Service Board. Towle explained that while his request was only for a polling of voters opinions to better inform political candidates, his reasons were to try to remove "politics" from the decision-making process of Vermont Yankee's future. The Board requested that Towle remind it to consider this matter early next the Fall, closer to the November elections.

**7. Correspondence:** A letter of request from Lisa's Love Charitable Association was read, and Harris made a motion: **To permit Lisa's Love Charitable Association use of the Townshend Town Hall for Mommy's Market sales on May 8, 2010, and September 18, 2010,** seconded by Dezendorf, and carried by those present. Board

members each received copies of the Rescue, Inc. Annual Report, and Hunt conveyed a request from Rick Hege that the Report be studied.

**8. Old Business:**

**Ancient Roads Committee Update:** Nothing at this time.

**Transfer Station Recertification Update:** Nothing at this time.

**Favreau's Corner Road:** Stowell reiterated his belief that discontinuing Favreau's Corner Road obliged the Town to put the property up for public sale by bid.

**Handicapped Access Ramp:** Ovenden reported on having elected the Steel Shed of Greenfield, Massachusetts, to fabricate and install the handicapped access ramp railings, and expected that the contract would be signed and that work would commence this week.

**Job Descriptions:** Harris reported that she was nearing completion on a job description for Townshend's Road Forman.

**9. New Business:** None at this time.

**10. Executive Session:** Harris made a motion: **To enter into Executive Session at 8:50 p.m. for discussion of personnel matter**, seconded by Ovenden, and carried by those present.

At 9:16, Dezendorf made a motion: **To return from Executive Session**, and as a result of Executive Session, Harris made a motion: **To raise the Kim Ellison's salary from \$14.00 per hour to \$15.00 per hour, as per the understanding of the Hiring Committee**, seconded by Dezendorf, and carried by those present.

**11. Next Meeting:** Public Hearing: February 16, 2010 at 5:30 p.m.

Regular Meeting: February 16, 2010 at 6:00 p.m.

**12. Adjournment:** Harris made a motion: **To adjourn at 9:25 p.m.**, seconded by Charles, and carried by those present.

Respectfully submitted,

Craig K. Hunt, administrative assistant