

# Townshend Select Board Minutes

## February 16, 2010

**Present:**

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

**In attendance:** Kim Ellison, Bookkeeper; Chauncey Jones; Craig Hunt, (Select Board administrative assistant)

- 1. Call to Order:** Harris called the meeting to Order at 6:02 p.m.
- 2. Approval of Minutes:** Dezendorf made a motion: **To approve the Minutes of February 1, 2010**, seconded by Charles, and carried by those present.
- 3. Additions and Deletions:** None at this time.
- 4. Warrants:** Bills made a motion: **To approve the Warrants of February 16, 2010**, seconded by Harris and carried by those present.

General Fund	\$ 80,470.60
Payroll	\$
Highway Department	\$ 16,584.26
Town Barn Construction	\$ 3,667.78

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

**Bookkeeper's / Treasurer's Reports:** Ellison reported that the General Fund had a current balance of just over \$607,000.00, with approximately \$42,000.00 still outstanding from the first quarterly tax payment, \$58,000.00 from the second tax payment, and \$255,000.00 from the third. Ellison also informed the Board of a refund received from Kearley fuel in the amount of \$4,500.00.

Discussion ensued regarding forthcoming Report from the auditing firm of McSoley McCoy and the findings and recommendations expected within that Report. Anticipated are findings of material weaknesses that include: year-end accounts payable aging, managerial oversight of appropriations, and accounting of "deferred" revenue. Of significance, the Report will suggest that a formal policy for requesting bid proposals be established, that a formal policy for the collection of delinquent taxes be put in place, and that there be more specific accounting of interest accrued and paid on delinquent taxes.

The Board then briefly discussed awareness of problems in the published Town Report, and instructed Hunt to Warn a Special Meeting of the Select Board for 5:30 p.m. on February 18th, for review of the Town Report, and to have the Warning for Town Meeting published in the Brattleboro Reformer prior to the statutory deadline of February 25th.

**Highway Foreman's Report:** None at this time.

**Town Barn Committee Report:** Charles gave a brief report about the well-attended turnout at the Town Barn Open House on February 13th, and the many positive comments received..

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

- 6. Members of the Public:** At 7:00 p.m., the Board welcomed Chauncey Jones, a student at Leland & Gray Union High School. Jones requested that the Select Board

authorize a fundraising event on behalf of Leland & Gray's Project Graduation. That event was to be a "Coin Drop" scheduled for either March 7th or March 14th, weather depending, on Route 30 in the Village center. Following discussion, Charles made a motion: **To permit Leland & Gray Union High School to conduct a Coin Drop fundraiser on behalf of Project Graduation in the Townshend Village center, across from the Town Common, and to slow or stop traffic traveling in the southbound lane of Route 30 only, between the hours of 2:00 p.m. and 4:00 p.m., on either March 7th, or March 14th, provided that the Windham County Sheriff's School Resource Officer, or other adult personnel were on hand to assure the safety of students and motorists; that signs be posted along Route 30 warning motorists of the Coin Drop well in advance, and that no one under the age of 16 years be allowed to participate in the event**, seconded by Bills, and carried by those present, with Dezendorf abstaining.

7. **Correspondence:** After reading letters from the Grace Cottage Hospital Auxiliary and the Grace Cottage Hospital Foundation, Charles made a motion: **To approve the Grace Cottage Hospital Auxiliary's request to hold its annual Fair on August 7, 2010 on the Town Common**, seconded by Bills, and carried by those present. Dezendorf then made a motion: **To approve the Grace Cottage Hospital Foundation to hold its Community Health Fair on May 15, 2010 on the Town Common, and to use the Leland & Gray field for landing the DHART helicopter, provided permission was also given from Leland & Gray**, seconded by Charles, and carried by those present.

8. **Old Business: Ancient Roads Committee Update:** Nothing at this time.

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

**Favreau's Corner Road:** No action, subsequent to the earlier Public Hearing.

**Handicapped Access Ramp:** Hunt was asked to contact Mike Snow with regard to the scheduled installation of the ramp railings.

**Job Descriptions:** Nothing at this time.

9. **New Business:** Harris presented Hunt with signed copies of the EECBG application for mailing, and signed the 2010 U.S. Census Boundary Survey that was reviewed and approved by the Listers.

Charles made a motion: **To have Rick Hege post the Town Report on the Town's website, and remove the Auditors' survey placed on the website**, seconded by Dezendorf, and carried by those present.

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

11. **Next Meeting:** Special Meeting: February 18, 2010, at 5:30 p.m.

Pre-Town Meeting: February 23, 2010, at 7:00 p.m.

Regular Meeting: March 1, 2010 at 6:00 p.m.

Town Meeting: March 2, 2010, at 9:00 a.m.

Re-Organizational Meeting: March 2, 2010

immediately following Town Meeting

12. **Adjournment:** Charles made a motion: **To adjourn at 8:20 p.m.**, seconded by Harris, and carried by those present.

Respectfully submitted,

Craig K. Hunt, administrative assistant