

Townshend Select Board Minutes

July 19, 2010

Present:

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

In attendance: Joe Daigneault; Kim Ellison; Kurt Bostrom; Howard Lott; Gaila Gulack;
David Dezendorf; Lt. Mike Manning; 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 July 5th and July 14th**, seconded by Ovenden, and carried by those present.
3. **Additions and Deletions:** None at this time.
4. **Warrants:** Harris made a motion: **To approve the Warrants of July 19, 2010**, seconded by Russ, and carried by those present.

General Fund	\$ 748,214.96
Highway Department	\$ 7,880.99
Garage	\$ 7,597.34
Payroll	\$ 11,965.91

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

Bookkeeper's / Treasurer's Report: Ellison informed the Board that the year-end figures would be available on Wednesday, July 21st, and that there was approximately \$66,400.00 in the checking account. Daigneault reported that the Tax Anticipation Loan application had been completed and submitted to Chittenden Bank, Board members reviewed and discussed a report from the Finance Office projecting that Municipal and School tax rates would remain essentially the same as last year.

6. **Members of the Public:** Harris requested that the Board suspend the rules to in order to recognize Howard Lott. Lott was welcomed and expressed his interest in being appointed to the Listers position vacated with the resignation of William Johnson. Harris explained that the Listers believed their department to be sufficiently staffed at present, and the Select Board was not going to make an appointment to fill the position at this time. Lott was thanked for his interest, and was promised he'd be notified if the Listers expressed a need for additional staff.

7. **Reports: Highway Foreman's Report:** Bostrom was asked about the leaning tree on Route 35 at Leahy's property, and he told the Board that he was waiting for Southern Vermont Cable to remove the cable prior to felling the tree. Discussion followed regarding the number of months that the tree has been a possible risk, and Kurt promised to ascertain if that cable was actively being used to provide service, or was the old, discontinued cable line.

Bostrom reported that T-4 had been serviced by Delurrey's for replacement of cam bushings and a thrust plate, and that T-7 was in for repairs at Stewart's.

The culvert, at the junction of the Townshend Dam and State Forest Roads, Bostrom informed the Board, was going to be the Town's responsibility to attend to, and guessed that it might cost up to \$40,000, but said that he would get more specific estimates after determining what the best approach to this project would be.

Ditch work was done last week on Windham Hill Road to repair water damage from run-off this spring, with stone fill from Cersosimo. Bostrom reiterated to the Board that staffing is short for these projects, given vacation schedules, the need for someone to run the backhoe, a truck, and flag traffic on the road.

Asked by Charles about purchasing tools for the shop, Bostrom said that he is still making up a list of what is needed.

The Board then reviewed the bids received from Springfield Paving and Lane Construction for paving a portion of Route 35 and the Common Road, and Ovenden made a motion: **To accept the bid from Springfield Paving for work to be done this summer, and for an amount not to exceed \$90,000.00**, seconded by Charles, and carried by those present.

8. Members of the Public: Lt. Mike Manning, representing V-Com, was welcomed, and provided the Board with an overview of municipal emergency services communications needs. Manning, through V-Com, is available to assist Towns with regulatory requirements and the securing of grants for equipment acquisitions. Lengthy discussion ensued regarding pagers, base station and portable generators, signal towers, and narrowband radio equipment. Dezendorf and Ovenden, working with first responders and other regional emergency personnel, will assess Townshend's needs and provide reports to the Board.

9. Correspondence: None at this time.

10. Old Business:

a. Town Officer Appointments: None at this time.

b. Sidewalk Construction: Ovenden reported that Brud Sanderson was preparing a list of specific items to be finished, including the installation of signs, and would be meeting with DMI to adjust the final billing.

c. Personnel Policy: Ellison provided the Board with a report of what other localities were offering their Highway employees for compensation for Board members to review, and informed the Board that the Town's contract for highway uniforms was apparently for a term that wouldn't expire until 2013, with a substantial penalty for cancellation. Ellison said that she would have a copy of this contract for the Board at the next meeting.

d. GPS Unit: Nothing to report at this time.

e. Town Garage Security: Nothing at this time.

f. E-911: Bills relayed a concern of Phil Trevorrow at the Townshend Fire Department regarding updated 911 addresses, and Charles reported that he and Carole Melis had reviewed a report indicating what work still needs to be done for bringing the Town up to date with the E-911 system, and that that work was in progress.

g. EECBG Grant: Harris reported information to the Board received from Tiz Garfield regarding the State being behind schedule in providing the actual contracts for work which the State has approved, through a grant, for insulating the Town Hall. Discussion followed, with a request from Charles that the Planning Commission formally

recommend moving ahead with the project, and that the Town have assurances and a payment schedule for cost reimbursements from the State.

11. New Business: Tax Rate: By general consent, Board members scheduled a Special Meeting for July 26, 2010, at 5:30 p.m., to discuss setting the tax rates.

12. Executive Session: None at this time.

13. Next Meeting: Regular Meeting: August 2, 2010 at 6:00 p.m.

Special Meeting: July 26th at 5:30 p.m.

14. Adjournment: Ovenden made a motion: **To adjourn at 8:35 p.m.**, carried by those present.

Respectfully submitted

Craig K. Hunt, administrative assistant