

# **Townshend Select Board Minutes**

## **Special Meeting Minutes**

### **July 26, 2010**

#### **Present:**

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

**In attendance:** Kim Ellison; Joseph Daigneault; Elizabeth Garfield; Bob DeSiervo; John Birch; Keith Abbot; Adrienne Esquivo; Craig Hunt

**1. Call to Order:** At 5:35, Harris called the meeting to Order.

**2. Additions and Deletions:** Harris requested adding discussion of the EECBG grant under other business.

**3. Tax Rates:** Lengthy discussion ensued regarding the 2009-10 fiscal year end balance following a report from Ellison that the Town deficit was going to be approximately \$70,000.00, (caused mostly by the cost of property bought at tax sale, fees paid to Chittenden for the collection of taxes, construction of the Town Hall ramp, and maintenance and overtime payments to the Highway Department), and that there would be \$23,800.00 in interest on the Town Garage Bond payment due in December 2010 that wasn't budgeted for in FY 2010-11. Board members determined that they would have to cut spending costs wherever possible this year to make up the differences.

After reviewing the budgets passed at Town Meeting in March, Harris made a motion: **To set the 2010-11 residential tax rate at \$1.7873 and the non-residential tax rate at \$1.8231**, seconded by Ovenden, and carried by those present.

**4. Other Business:** The Board welcomed Elizabeth Garfield and Bob DeSiervo of the Town Hall Renovations Committee, and Keith Abbot and John Birch of Thermal House, Inc. Charles asked Abbott about the projected savings of 50% annually in fuel costs subsequent to insulating the Town Hall, and Abbott responded that he was confident in the accuracy of that projection, despite it being only an estimate.

Charles then asked Garfield about the guarantee of reimbursement from the State through the EECBG grant award, and Garfield explained that the Department of Public Service had confirmed the award, and that even though the actual contract from the State would be delayed, maybe until late fall, that it could be, "back-dated," to correspond with any work the Town had done.

Charles asked DeSiervo whether the Planning Commission endorsed the plans to have the Town Hall insulated under this arrangement, and DeSiervo responded that, "the Planning Commission was fully behind the project."

Ovenden asked Garfield whether the State would send a Notice to Proceed with a promise to pay while the Town awaited a formal agreement with the State, and Garfield

responded that it would. Charles then asked whether the State would reimburse the Town for costs in a timely manner, and Garfield said that that was a question for the Board to ask the State. When Charles asked Abbott if Thermal House could wait up to four months for payments, Abbot replied that he understood that the State would be prompt in making payments, but that, no, Thermal House couldn't wait that long. Abbott explained further, however, that this work, which he had hoped to undertake in July, could not now be scheduled until October, but that, in consideration, instead of requesting a 30% deposit in advance of commencing work, Thermal House would require only a \$5000.00 deposit.

Charles suggested that Thermal House present the Board with a proposed contract contingent upon, and with a guarantee to not proceed with any work or purchase any materials until the Town had a written agreement with the State. Charles further requested that the contract with Thermal House be specific as to what materials and labors were to be provided.

Abbot responded that he'd prepare a draft contract and make it available for the Board by the end of the week, and lauded the Board, and especially Ms. Garfield, for efforts to move this project forward.

**5. Next Meeting:** Regular Select Board Meeting: August 2, 2010 @ 6:00 p.m.

**6. Adjournment:** Charles made a motion: **To adjourn at 7:30 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt, administrative assistant