

Townshend Select Board Minutes

January 17, 2011

Present:

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

In Attendance: Kim Ellison; Joe Daigneault; Kurt Bostrom; Susanna Palmer; Mike Bills; David Dezendorf; WCSD Deputy Rod Inman; Ryan Hockerlotz; Susan LeCours; Dale Davis; Michael Cutts; Irvin Stowell; Craig Hunt

1. **Call to Order:** Harris called the meeting to Order at 6:06 p.m.
2. **Approval of Minutes:** Harris made a motion: **To approve the Minutes of January 3, 2011**, seconded by Bills and carried by those present.
3. **Additions and Deletions:** Harris added an update on Route 35 utility poles, and Hunt added consideration of the draft Town Plan to Old Business.
4. **Warrants:** Ovenden made a motion: **To approve the Warrants of January 17, 2011**, seconded by Bills and carried by those present.

Harris then made a motion: **To approve the payment of \$3000.00 to Brunelle & Son for Fire Station construction plans**, seconded by Bills, and carried by those present. Hunt was instructed to attach a letter with the payment to Brunelle reiterating the Select Board's understanding that if Brunelle was to be awarded the work, that the cost of the plans would be reimbursed.

Harris then made a motion: **To pay the second payment to Thermal House for insulation work in the Town Hall**, seconded by Russ, and following discussion, carried by those present.

General Fund	\$ 33,626.31
Includes: Brunelle & Son \$ 3,000.00	
Thermal House \$ 27,319.00	
Highway Department	\$ 20,989.31
Inculdes: Diesel Fuel \$ 6,232.99	
T-4 Repairs \$ 6,645.25	
Payroll	\$ 11,611.04

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

Bookkeeper's / Treasurer's Report: Ellison reported that the State had provided reimbursement for the costs of the culvert work done by Renaud Bros. Construction on Route 35, and that the Town was in receipt of a check for \$10,473.72 from civil fines issued by law enforcement in Townshend. The General Fund currently carries a balance of approximately \$375,000.00.

Highway Foreman's Report: Bostrom informed the Board that T-4, recently returned from Tri-State with a new rear end, was back at Tri-State with a blown transmission. T-3, however, was repaired at DeLureys and has been returned to

Townshend. The Board expressed its gratitude for the Highway crew's efforts during the recent storms to keep the roads open, despite failing equipment, and without public complaints.

Asked about the status on the new truck, Bostrom relayed that it was being fitted out at Fairfields, and might be ready for service next month.

Townshend Fire Department Report: Dale Davis confirmed that Fire Department volunteers were of split opinion on whether to simply repair the damage to the Fire Station or undertake serious upgrades, and that the voters should be given the opportunity to debate the matter at Town Meeting. Davis indicated that he and Michael Cutts, with others, could participate in a newly-formed committee to gather pertinent information about the options.

Discussion followed, with Cutts informing the Board that the roof and structural repairs could probably be done for close to what remained of the insurance money received.

The Board requested, and Davis accepted, the task of soliciting contractors for fact-finding on the Town's options, and Harris agreed to contact the property abutters regarding the potential need for drilling a well.

Emergency Management Director's Report: Dezendorf updated Board members on the status of a grant application for radio equipment, which would provide eight new pagers, but relayed that receiving the funding is contingent upon a risk assessment survey yet to be completed by the Fire Department, personnel training in NIMS management courses, and adoption of an incident reporting system which meets Federal standards. Dezendorf stated that he is working with Townshend Fire Department officials to complete the survey, but emphasized again the need for individuals to take and receive training certifications.

Dezendorf also spoke of meeting with Bostrom and the West River Ham Radio Club, and about setting up an operational command center within the Town garage.

Discussion then turned to three separate Memoranda of Understanding drafted to help establish chains of command and pre-prepare the Town for needed service contractors in the event of an incident, and Board members, with Dezendorf, agreed to try and combine the various elements of these understandings more collectively.

6. Members of the Public: Deputy Rod Inman of the Windham County Sheriff's Department was welcomed and provided the Board with a summary of law enforcement activities, emphasizing his travelling of all of Townshend's roads and the number of motor vehicle violations he's written up. Inman also wished to express how well Townshend's road crew had handled the recent storms, citing the lack of calls from stranded motorists. He suggested to Board members that they consider adopting a local ordinance with regard to stopping at Stop signs, conveying that a percentage of the revenue from tickets would then be shared with the Town. The Board took this suggestion under advisement, agreeing to look into it.

7. Correspondence: An Act 250 application from CVPS for upgrading utility poles on Back Windham Road was acknowledged, and a letter from Lisa's Love, requesting use of the Town Hall was read. Ovenden made a motion: **To approve the request from Lisa's Love Charitable Association for use of the Townshend Town Hall on May 14, 2011, and September 17, 2011**, seconded by Harris, and carried by those present.

8. Old Business:

a. Errors & Omissions: With Ellison, the Board met with Mike Bills and Susanna Palmer to discuss the Errors & Omissions tally presented by the Listers Office. Palmer spoke of the mess that the newly-elected Listers inherited last Spring, and of their difficulties working with B & B Associates. Since August, advice has been coming from the State's district advisor.

Following lengthy review of the individual entries, Bills and Palmer concurred that several didn't belong on the list as either errors or omissions, and promised to revise the document, accordingly.

b. Tax Sale Property: The Board then met with Susan LeCours of Barrett and Valley Realty and reviewed a contract proposal for Barrett to market and sell the house in West Townshend that the Town had purchased at tax sale. LeCours discussed the terms with Board members, and after determining the sale price, with broker's commission, to be approximately \$30,000.00, Harris made a motion: **To contract with Barrett and Valley Realty to market the property at 6720 Vermont Route 30**, seconded by Ovenden, and carried by those present. Harris and LeCours then signed the contract.

c. Ancient Roads: Irvin Stowell provided the Board with an update of the work being done by the Ancient Roads Committee, stating that a report should be finalized this Spring. "We walked a lot of miles of old roads this summer," Stowell informed the Board, and will be producing a map for public review. He reminded the Board of the need to reserve some money for legal fees and meeting Notices, and said that the Committee would be recommending that most of the old roads be kept as Town trails.

d. Route 35 Utility Poles: Since there had been no follow-up from Fairpoint regarding the location of utility poles in the roadway across from the Heins Home, Hunt was instructed to contact Fairpoint, again.

e. Draft Town Plan: Hunt was asked to coordinate with the Planning Commission a schedule for meetings and the approval of new Town Plan.

9. New Business: None at this time.

10. Executive Session: None at this time.

11. Next Meeting: Jeep Auction: February 7, 2011 @ 5:30 p.m.
Regular Meeting: February 7, 2011 at 6:00 p.m.

12. Adjournment: Bills made a motion: **To adjourn at 9:00 p.m.**, carried by those present.

Respectfully submitted

Craig K. Hunt, administrative assistant