

approved: 10/17/11

**Townshend Select Board
Minutes
October 3, 2011**

Present:

Select Board: Hedy Harris; Jeff Russ; Steve Ovenden

In Attendance: Kim Ellison; Joe Daigneault; David Dezendorf; Kurt Bostrom; Irvin Stowell; Art Monette; Bob DeSiervo; Craig Hunt

1. Call to Order: Harris called the Meeting to Order at 6:10 p.m.

2. Approval of Minutes: Harris made a motion: **To approve the Minutes of September 19, 2011**, seconded by Ovenden, and carried by those present.

3. Additions and Deletions: To Old Business, Harris requested the addition of Dog Licenses and Town Hall repairs.

4. Warrants: Ovenden made a motion: **To approve the Warrants of October 3, 2011**, seconded by Harris, and carried by those present.

General Fund	\$ 257,062.42
(Leland & Gray: \$ 253,467.70)	
Highway Department	\$ 77,645.15
(Irene: \$ 69,479.95)	
Payroll	\$ 14,630.84
Social Services:	\$ 14,370.00

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

Bookkeeper's / Treasurer's Report: Ellison reported that reimbursement for Townshend Highway employee services during tropical storm Irene had been received from the Town of Grafton, and that the Town was still waiting for funds from the State of Vermont to reimburse the costs of paving Windham Hill Road.

Townshend Fire Department Report: Russ reported that there was still some minor work to be done at the Fire Station, and that the lighting was being attended to.

Emergency Management Director's Report: Dezendorf reported that the Assistance to Firefighters grant application was completed, and that he would be speaking with the Planning Commission about the development of long-term stream mitigation plans.

Law Enforcement Report: None at this time. Harris reported that she and Ovenden had had a meeting with Sheriff Clark and Deputy Fellows about receiving regular reports and timely notification about local incidents.

Highway Foreman's Report: Bostrom informed the Board that the engineering report for the Dam Road culvert replacement should be completed this week, and that he's get materials ordered as soon as he had the specifications. Stowell emphasized the need to attend this project before the weather changed.

Stowell also complained to the Board about the sander for the 1-ton truck sitting in the salt shed all summer, and the snow plows being left outside. Bostrom promised to move this equipment inside.

Ovenden requested information about East Hill Road repair costs, and questioned the advisability of expensive improvements on the southern section. Bostrom indicated that the engineering studies were nearly complete, and that determination of how much work to do would be influenced by those recommendations.

6. Members of the Public: Art Monette updated the Board on Townshend being in compliance with FEMA on flood plain matters, but reported that a municipal flood plain ordinance was the Planning Commission's highest priority.

Mike Seaton requested that Townshend's Highway Department change the flow of a brook coming onto his property. Lengthy discussion with Bostrom and Stowell ensued, and it was decided that the Town of Wardsboro was responsible for the diversion of the waterway.

7. Correspondence: The Board reviewed an offer by Ken Maser to donate to the Town one acre of land in West Townshend, and declined the offer due to a lack of municipal utility for the parcel.

The Board also reviewed another letter from Henry Pinckney in regard to a tree that had been cut on his property, and apparent arrangements about debris removal which were not completed. The Board determined that the municipality had no jurisdiction over, or responsibility in this matter.

8. Old Business: Highway Garage Repairs: No report at this time.

Town Hall Repairs: Russ agreed to request an assessment and repair schedule for slate and other repairs needed on the Town Hall roof, and the Town Hall Renovations Committee will be asked to assist with guiding the development of a maintenance program for the Town Hall.

Dog Licenses: Harris agreed to speak with the Town Clerk about pursuing the licensure of dogs.

9. New Business: The Board decided to meet on October 24th to begin discussing the fiscal year 2012-13 budget, and Hunt was requested to draft a memo to all departments as a reminder that budgets should begin to be drafted by month's end.

10. Executive Session: Harris made a motion: **To enter Executive Session to discuss personnel at 8:12 p.m.**, carried by those present.

The Board came out of Executive Session at 8:40 p.m., and as a result, Harris made a motion: **To appoint David Dezendorf to the Select Board to fill the term vacated by Ryan Hockertlotz, until March 2012**, carried by those present.

11. Meeting Schedules:

Select Board Meeting: October 17th at 6:00 p.m.

Budget Meeting: October 24th at 5:30 p.m.

12. Adjournment: Russ made a motion: **To adjourn at 8:45 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt, assistant