

approved: 12/05/11

**Townshend Select Board  
Minutes  
November 21, 2011**

**Present:**

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

**In Attendance:** Kim Ellison; Joe Daigneault; Kurt Bostrom; Irvin Stowell; Mary Merrill; Deputy Fellows; Bob DeSiervo; Robert Wright; Craig Hunt

**1. Call to Order:** Harris called the Meeting to Order at 6:00 p.m.

**2. Approval of Minutes:** Harris made a motion: **To approve the Minutes of November 7, 2011, as corrected**, seconded by Bills, and carried by those present.

**3. Additions and Deletions:** None at this time.

**4. Warrants:** Ovenden made a motion: **To approve the Warrants of November 21, 2011**, seconded by Bills, and carried by those present.

<b>General Fund</b>	<b>\$ 26,838.28</b>
(Fuel Pre-buy: \$18,771.30)	
<b>Highway Department</b>	<b>\$ 43,508.27</b>
(Storm Irene: \$ 22,557.50)	
<b>Library (Fuel Pre-buy)</b>	<b>\$ 2,064.41</b>
<b>Payroll ( 2 Pay Periods)</b>	<b>\$ 32,494.32</b>

**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 the first quarter tax payments were still about 5.0% unpaid, but that the second quarter payments were coming in well. She also reported that the total cost of tropical storm Irene, before State and Federal reimbursements, had exceeded \$303,000.00 to date, and that the Town still had not been reimbursed \$156,000.00 from the State for the paving project on Windham Hill Road.

**Highway Foreman's Report:** Bostrom provided the Board with a written update of projects and reported that the FEMA paperwork was nearing completion. Discussion with Merrill and Stowell then ensued about the status of the Dam Road culvert and the condition of State Forest Road. Bostrom informed the Board that Beck Engineering was working with the State Agency of Natural Resources in pushing the culvert project forward; that State Forest Road would be graded again as soon as possible, and that speed limit signs for State Forest Road were on order.

**Townshend Fire Department Report:** Russ agreed to get additional bids for replacing the Fire Station boiler.

**Emergency Management Director's Report:** A brief written report from the Emergency Management Director was received and read.

**Law Enforcement Report:** Deputy Fellows reported that patrols were being stepped up due to holiday traffic, and a copy of the Route 35 and Town Common Parking Ordinance was provided to her for enforcement discussion at the next meeting.

**6. Members of the Public:** Stowell again requested that the Select Board explain where the funding was to come from for hiring a fourth Highway Department employee and cited that public records law required that the Board answer his question. Merrill complained that while no action was taken after the Executive Session on November 7th between the Board and the Highway Foreman, the open position for that fourth Highway employee was offered to, though declined by, Joe Daigneault the very next day. Stowell believed that the names of all applicants for the position should be written into the records.

Harris explained that the Select Board, with the Highway Foreman, was continuing to consider the applications received and the need to hire an employee at this time, but answered Merrill that the Executive Session held on November 7th to discuss personnel might not have involved Highway Department personnel.

Stowell reported to the Board that maps ordered by the Ancient Roads Committee had been received and were being reviewed by the Committee.

**7. Correspondence:** The Board reviewed a written request from Tiz Garfield to expedite the installation of a security system in the Town Hall, and Ovenden made a

motion: **To authorize Countryside to install motion detectors for a sum not to exceed an additional \$750.00 during their installation of the fire alarm system in the Town Hall**, seconded by Harris. Discussion about potential false alarms ease of public use of the building ensued, and Ovenden subsequently amended the motion, adding: **if Select Board concerns can be satisfactorily addressed by Countryside in advance**, seconded by Harris. The motion, as amended, was then carried by those present.

**8. Old Business:** Board members discussed with Ellison plan options for municipal employee health insurance offered by VLCT, and Harris made a motion: **To accept the AVIS Insurance plan offered by VLCT**, seconded by Russ, and carried by those present.

**9. New Business:** Robert Wright conveyed to the Select Board his concerns about an outpatient drug treatment clinic reported to be opening on Grafton Road, and asked whether the Select Board had any authority to limit commercial activities in a town with no zoning restrictions. Lengthy discussion ensued, and Board members agreed to continue this conversation at the next meeting.

Board members then reviewed a request from the Lister's office to appoint a fifth Lister, and decided to address this matter at the next meeting.

**10. Meeting Schedules:**

Budget Meeting: November 28th at 5:30 p.m.

Property Tax Sale: November 30th at 10:00 a.m.

Select Board Meeting: December 5th at 6:00 p.m.

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

Respectfully submitted,

Craig K. Hunt, assistant