

approved: 06/20/11

## **Townshend Select Board Minutes**

### **June 6, 2011**

#### **Present:**

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

**In Attendance:** Joe Daigneault; Kim Ellison; David Dezendorf; Kurt Bostrom; Dale Davis; Alice Muise; Adrienne Esquivo; Donna Vondle; Deputy LaFlam; Art Monette; Tom Lyman; Becca Schaefer; Jen Gagliardi; Craig Hunt

**1. Call to Order:** Following a Public Hearing at 5:30 p.m., to discuss the proposed Dog Ordinance, Harris called the Meeting to Order at 6:08 p.m.

**2. Approval of Minutes:** Harris made a motion: **To approve the Minutes of May 16, 2011, as corrected**, seconded by Ovenden, and carried by those present.

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

**4. Warrants:** Ovenden made a motion: **To approve the Warrants of June 6, 2011, withholding payment to Thermal House, Inc. pending a report from Bob DeSiervo**, seconded by Harris, carried by those present.

|                                     |                     |
|-------------------------------------|---------------------|
| <b>General Fund</b>                 | <b>\$ 19,331.44</b> |
| (includes \$9,211.09 tax refunds)   |                     |
| <b>Highway Department</b>           | <b>\$ 52,778.44</b> |
| (includes \$42,939.94 Windham Hill) |                     |
| <b>Payroll</b>                      | <b>\$ 12,668.95</b> |

**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:** Daigneault reported that following the fourth quarter tax payment due date, a Warrant had been sent to the Delinquent Tax Collector for approximately \$160,000.

Ellison reported that the annual payment in lieu of taxes had been received for the Federal property at the Townshend Dam, and presented to a current General Ledger

accounting for the Board to review prior to the next meeting and the fiscal year's end.

**Highway Foreman's Report:** Bostrom presented Board members with a list of near and long term projects that the Highway Department had scheduled, and informed the Board that the State had contractors finally beginning the work on Route 35 outlined under the Safe Roads agreement awarded last year. He also said that there was progress in planning the next phase of repairs of the Dam Road culvert.

Bostrom announced that Townshend would be given approximately \$156,000 from the State for paving Windham Hill Road, but that it would be in the form of reimbursement. Discussion followed regarding the Town's need to borrow funds in anticipation of receiving that State reimbursement for paving expenses.

Bostrom then reported that the Select Board award of a contract to O'Brien Paving for surfacing Windham Hill should be rescinded, since the asphalt which O'Brien would be using would not meet certification requirements. Bostrom advised the Board to enter into contract with Springfield Paving, instead. Following brief discussion, Harris made a motion: **To rescind the Select Board's award of a contract to O'Brien Paving, quoted at \$69.00 per ton, but for asphalt which would not meet standards, and give the award to Springfield Paving, at \$73.38 per ton, for asphalt which would meet standards,** seconded by Ovenden, and carried by those present.

Asked by Harris about finishing the culvert work on Route 35 at Joyce's Corner, Bostrom said that it would be done this week. Also, this week, Bostrom said that he would look again at drainage concerns near Manning Four Corners, and be speaking with Chaves about crushing gravel at the Town pit.

Vondle offered that the guardrail at Townshend Dam, which was damaged by a Town plow last winter, was better, having been straightened, but that it did need to be replaced. Bostrom said that he still hadn't heard from the Insurance Company regarding coverage, despite numerous calls.

Dale Davis agreed to review a draft letter from the Select Board to Josselyn Brothers Construction, regarding problems that continued at the new Town Garage. Hunt was requested to forward a draft letter to Harris and Davis.

**Townshend Fire Department Report:** Russ opened a bid from Stewart Barker for repairs of the Fire Station roof that included other modifications desired by the Fire

Department. Davis and Russ said that options would be discussed at the next Fire Department meeting. Russ then offered to seek bids for removal of the pine trees on the property adjacent to the fire station, and present those bids to the Board at its June 20<sup>th</sup> meeting.

**Emergency Management Director's Report:** Dezendorf provided the Board with updates on pagers, radios, laptops, and Memoranda of Understandings with the Highway Department.

Dezendorf also requested that the Board consider sending a questionnaire out with the next Tax Bill to identify locally available assets which might be used in an emergency.

**Law Enforcement Report:** Windham County Sheriff Deputy LaFlam reported on actions taken subsequent to a recent dog bite incident, and agreed to work closely with the Select Board, Animal Control Officer and Health Officers on issues of this type.

**6. Members of the Public:** Art Monette and Tom Lyman, of the Townshend Planning Commission, spoke with the Board at length about installation of a fire alarm system in the Town Hall.

Becca Schaefer and Jen Gagliardi of Valley Cares, Inc., updated the Board on the progress of plans to construct an additional twelve units at the facility, and requested that Townshend agree to apply and serve as grant administrator for a \$600,000.00 grant from the Vermont Community Development Program. Lengthy discussion about administrative costs and duties followed. Hockertlotz then made a motion: **To have the Town of Townshend apply and serve as grant administrator for a VCDP grant in the amount of \$600,000.00, on behalf of Valley Cares, Inc., following a Public Hearing scheduled for 5:30 p.m. on July 18, 2011,** seconded by Russ, and carried by those present.

**7. Correspondence:** None at this time.

**8. Old Business:** The Board requested that Hunt note in these Minutes its Resolution of March 16, 2011, "to sell the premises at 6720 Route 30, Tax Map No. 04033000 to Walter Persson, Millicent Persson and Andrew Persson, in accordance with the terms of a certain Purchase and Sale Agreement dated February 25, 2011," as recorded in the Town Clerk's office.

**9. New Business:** The Board reviewed a proposed contract from the Windham County Sheriff's Department for fiscal year 2011-12, in the amount of \$20,000, and Harris made a motion: **To approve the Windham County Sheriff Department Contract for law enforcement services**, seconded by Bills, and carried by those present.

**10. Executive Session:** None at this time.

**11. Meeting Schedules:**

Regular Meeting: 6/20/11 at 6:00 p.m.

**12. Adjournment:** Ovenden made a motion: **To adjourn at 9:15 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt, assistant