

Approved: October 3, 2011

**Townshend Select Board  
Minutes  
September 19, 2011**

**Present:**

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

**In Attendance:** Kim Ellison; Joe Daigneault; David Dezendorf; Kurt Bostrom; Mary Gould; Kathy Hege; Walter Royce; Irvin Stowell; Cynthia Davis; Craig Hunt

**1. Call to Order:** Harris called the Meeting to Order at 6:03 p.m.

**2. Approval of Minutes:** Ovenden made a motion: **To approve the Minutes of September 6, 2011, and the Special Minutes of** seconded by Harris, and carried by those present.

**3. Additions and Deletions:** To Correspondence, a letter from Vickie Salvo, and to New Business, discussion of the mandated reappraisal, were added.

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

|                              |                     |
|------------------------------|---------------------|
| <b>General Fund</b>          | <b>\$ 39,114.50</b> |
| (Fire Station: \$ 34,976.00) |                     |
| <b>Highway Department</b>    | <b>\$ 66,774.49</b> |
| <b>Payroll</b>               | <b>\$ 28,133.26</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 approximately 92% received, and that almost \$600,000 additional had been received from residents who'd paid their tax bills in full.

She also briefed the Board on a substantial increase in the tax payments being made by VELCO, as a result of the Southern Loop utility upgrade.

Ellison informed the Board that the Vermont Equipment Loan Fund had sent the money requested toward the purchase of the new highway truck, and that while a payment had been made to Townshend Elementary School, the State Department of Education had yet to inform the Town of what the payment amounts to Leland & Gray were to be.

Discussion ensued about tracking the costs of road repairs resulting from tropical storm Irene, and filing FEMA reports for possible reimbursement of those costs.

**Highway Foreman's Report:** Bostrom presented the Board with a status report on short and long-term projects of the Highway Department, and briefed the Board on meetings with the State Agency of Natural Resources, which approved a box culvert repair for the washout on Townshend Dam Road.

Lengthy discussion followed with Mary Gould, Walter Royce and Irvin Stowell discussing the need to get the Dam Road repaired as soon as possible, in any way possible. A letter to the Select Board from Vicki Salvo, signed by other residents along State Forest Road, was referenced, and conversation continued specific to the original design and construction responsibility of the Army Corps of Engineers, and the currently-shared responsibilities of the State and Federal governments.

In other action, Ovenden made a motion: **To authorize the Highway Foreman to enter into a contract with Cersosimo for the purchase of winter sand at \$12.75 per yard,** seconded by Harris, and carried by those present.

Stowell requested that ditch maintenance be done on Route 35 across from his residence, and was assured that it would be.

Harris made a motion: **To have the Town of Townshend seek to hire an additional full-time Highway Department employee,** seconded by Russ. Following discussion with Bostrom, the motion was carried by those present.

**Ancient Roads Committee Report:** Stowell and Davis explained to Board members the efforts of the Ancient Roads Committee, working since October 2009, to research and review the status of all Townshend roads. A letter from the Committee conveyed its findings and offered recommendations for future actions by the Board. Lengthy discussion followed, with Board members expressing appreciation to the Committee for the tremendous work done.

**Townshend Fire Department Report:** Russ reported that Brunelle & Sons Construction had satisfactorily completed repair work at the Fire Station.

**Law Enforcement Report:** None at this time. Harris said that she would speak with Sheriff Clark about receiving regular reports and express concerns about Town officials not being notified in a timely fashion about law enforcement activities which impact the community or have consequence to the provision of government services.

**Emergency Management Director's Report:** Dezendorf and members of the Select Board held lengthy discussion about the storm and clean-up efforts, focusing especially upon preparation of the documentary reports needed in the coming weeks for the Agency of Natural Resources and FEMA.

#### **6. Correspondence:**

The Board read a letter submitted by Ryan Hockertlotz, dated September 7, 2011, tendering his resignation from the Select Board. Ovenden made a motion: **To accept Ryan Hockertlotz's resignation from the Select Board with regret**, seconded by Harris, and carried by those present. Hunt was then instructed to post a NOTICE of VACANCY for soliciting a candidate to fill the interim position.

The Board received a written report from Townshend's Health Officer regarding an inspection of rental property, and instructed Hunt to request that the Health Officer follow-up with the landlord.

The Board also received a letter from Vickie Salvo requesting that the Dam Road culvert, washed out in tropical storm Irene on August 28th, be replaced as soon as possible.

The Board took under advisement a written offer from Ken Maser to donate to the Town approximately one acre of property that he owns in West Townshend.

#### **7. Old Business:**

**Highway Garage Repairs:** No Report at this time.

**Personnel:** Harris made a motion: **To approve the Town Hall custodian's job description**, seconded by Ovenden, and carried by those present.

**Town Plan:** Nothing at this time.

**8. New Business:** After brief discussion with Kathy Hege about the recommendation from the Listers that a full, rather than partial reappraisal be done, Hunt was instructed to send a letter to William Johnson, Director of Vermont Property Valuation and Review, stating that Townshend would develop a compliance plan and submit it within the time allowed.

9. **Members of the Public:** None at this time.
10. **Executive Session:** None at this time.
11. **Meeting Schedules:**  
Regular Select Board Meeting: October 3rd at 6:00 p.m.
12. **Adjournment:** Bills made a motion: **To adjourn at 8:27 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt, assistant