

approved: 12/17/12

**Townshend Select Board**  
**Minutes**  
**December 3, 2012**

**Present:** Select Board: David Dezendorf; Jeff Russ; Chad Greenwood;

**In Attendance:** Kim Ellison; Joe Daigneault; Kurt Bostrom; Janet Stowell; Cynthia Davis; Richard Melanson (BCTV); Craig Hunt

**1. Call to Order:** Dezendorf called the Meeting to Order at 6:05 P.M. and requested that the Rules be suspended to first approve the Warrants. Kit Martin was contacted by telephone at 6:07 P.M., and,

**2. Warrants:** Dezendorf made motions to approve the following Warrants:

**WARRANT 1203-1 Payroll \$3,532.06**, seconded by Greenwood and carried by those present with one abstention.

**WARRANT 1203-2 Payroll Tax \$2,817.38**, seconded by Russ and carried by those present with one abstention.

**WARRANT 1203-1 Payroll \$6,894.31**, seconded by Greenwood. Discussion ensued, and Dezendorf explained that this WARRANT in the amount of \$6,894.31 was to be combined with the first one approved for a total of \$10,426.37. The motion was carried by those present with one abstention.

**WARRANT 1203-3 General Fund \$58,836.28**, seconded by Russ. Dezendorf then offered an amendment: **To withhold any payment from the Treasury to himself included in this WARRANT until that portion payable to him was reviewed and approved by the Select Board Chair or Vice Chair.** The amendment was approved by those present and the main motion was carried by those present with one abstention.

**WARRANT 1203-4 Highway \$498.11**, seconded by Greenwood and carried by those present with one abstention.

**WARRANT 1203-5 Equipment Fund \$562.10**, seconded by Greenwood and carried by those present with one abstention.

**WARRANT 1203-6 General Fund \$40,048.00**, seconded by Greenwood and carried by those present with one abstention.

Martin was thanked for his participation by phone and disconnected from the meeting at 6:19 P.M.

**3. Approval of Minutes:** Greenwood made a motion: **To approve the Minutes of November 19, 2012, and the Special Meeting Minutes of November 27, 2012**, seconded by Russ and carried by those present.

**4. Additions and Deletions:** Correspondence from Mike Bills was added and Conflict of Interest Policy, Winter Maintenance Policy, Municipal Timber Cutting, Cemetery Rights of Way, Ancient Roads and Windham County Humane Society Contract considerations were deleted from the Agenda.

**5. Reports: Law Enforcement Report:** Nothing at this time.

**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 Treasurer had received approximately 91.0% of the second quarter taxes due by November 30th, but that payments were still arriving by mail, and that approximately 4.0% of the first quarter taxes remained outstanding. The checking account, she said, held a balance of \$859,000 and education payments to the elementary and high schools would come from that, soon.

Ellison then informed Board members that changes had been made in Municipal Insurance coverage by the carrier and she would be requesting that a representative come to explain how assessments were computed and costs formulated.

**Highway Department Report:** Bostrom reported that a rubbish truck which he and Daigneault were asked by the Board to inquire about was not worth purchasing, but that he was looking at others to possibly recommend. The new F-550 cab and chassis, however, had been purchased and was to be delivered to Osgood's for outfitting.

This past week, four new tires had been mounted on the front-end loader and one on the compactor. Ditches were being cleaned and some large road repairs had been completed on Acton Hill.

Bob LeCours, hired by the Board to replace Walter Royce, started work today as the third Highway Emoloyee.

Guardrails on West Hill will be attended to this coming week; Bostrom will be getting a load of cold patch and looking into strobe lights for the trucks and Slow Moving Vehicle signs for other equipment.

Ellison offered to ask about storage facilities for the snow-blower in Town.

Dezendorf reported that East Hill Road studies had been finalized with gravel and timber cutting amounts

awaiting State approval prior to forwarding to FEMA with a change-in-project-scope application for its O.K.

Janet Stowell asked why this project has taken so long, noting that it had been well over a year since tropical storm Irene did the damage.

Dezendorf replied with an apology on behalf of the Select Board, but indicated that given the complexity of problems last fall with getting the Dam Road reopened, and the continuing demands on Board time and resources in appealing for reimbursement of the costs to do so, East Hill hadn't gotten the full attention it had probably deserved. Nonetheless, he said, it was proceeding carefully forward and the last of the major hurdles, he hoped, would be cleared soon.

**Emergency Management Director's Report:** Dezendorf had nothing to report at this time.

**6. Members of the Public:** Stowell requested that the Board take note of the gravel which was being graded off of the dirt roads into the ditches and beyond. Dezendorf confirmed that the Highway Commissioners were aware of past grading practices and had, and would continue to address this matter.

**7. Correspondence:** A letter from Mike Bills regarding the discontinuance of a portion of Brookline Road, so-called, dated November 14th, but not received until December 3rd, was acknowledged without further action at this time.

A letter was received from the Auditors requesting that invoices itemize goods and services purchased and document the purveyor.

**8. Old Business: Fuel Metering:** Dezendorf reported that modifying and installing a computer was scheduled to coordinate with replacing the fuel pump at the Highway Garage and electrical upgrades that would allow the fuel pumps to run on back-up generator power, if needed.

**Town Hall Furnace:** Russ said that he would try to present estimates on a boiler unit at the next meeting.

**Damn Road Culvert:** Dezendorf briefed Board members on an appeal of FEMA's decision to not reimburse Townshend for material upgrades on the Dam Road Culvert Project mandated by the State and agreed to by FEMA last fall. Following discussion, Dezendorf made a motion: **To have the Select**

**Board sign letter authorizing the appeal to be filed,** seconded by Greenwood and carried and signed by those present.

**9. New Business: Fire Department Truck Repairs:** Daigneault informed the Board that the newest of Townshend's fire trucks needed approximately \$3000.00 in electrical repairs, due to a faulty electrical control box and an undersized alternator.

**Fire Department Fuel Tank:** Dezendorf said that he would talk to Jeffers & Sons about work needed prior to transferring fuel and removing the underground fuel tank.

**10. Other Business:** Nothing at this time.

**11. Meeting Schedules:**

**Budget Workshop:** December 10, 2012 at 5:30 P.M.

**Regular Meeting:** December 17, 2012 at 6:00 P.M.

**12. Adjournment:** Dezendorf made a motion: **To adjourn at 7:24 P.M.**, seconded by Russ and carried by those present.

Respectfully submitted,

Craig K. Hunt, assistant