

approved: 04/02/12

**Townshend Select Board
Minutes
March 19, 2012**

Present: Select Board: Hedy Harris; Kit Martin; David Dezendorf; Jeff Russ; Chad Greenwood

In Attendance: Kim Ellison; Joe Daigneault; Kurt Bostrom; Kurt Tietz; Cynthia Davis; Tiz Garfield; Bob DiSiervo; Art Monette; Drew Hazelton; Joe Novick; Ryan Hockertlotz; Susanna Palmer; Craig Hunt

1. Call to Order: Harris called the Meeting to Order at 6:01 P.M.

2. Approval of Minutes: Dezendorf made a motion: **To approve the Minutes of March 5, 2012, March 6, 2012, and March 13, 2012**, seconded by Martin, and carried by those present.

3. Additions and Deletions: None at this time.

4. Warrants: Following brief discussion with Ellison about when the Warrants could be available for Select Board members to review, Dezendorf made a motion: **To approve the Warrants of March 19, 2012, except for a pay Warrant to Jeff Russ containing an error**, seconded by Martin, and carried by those present.

General Fund	\$ 488,712.62
School payments (\$475,665.95)	
Highway Department	\$ 120,287.06
White Mtn PreCast (\$109,017.60)	
Payroll	\$ 16,164.74

5. Reports: Law Enforcement Report: None 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 provided Board Members with a year-to-date report of General Fund and Highway Fund revenues and expenditures. Lengthy discussion ensued, particularly regarding the expected payments from the State of Vermont and FEMA toward the

costs of Tropical Storm Irene. If those funds are not received relatively soon, the Town will likely have to use its line of credit and perhaps secure a loan, since the line of credit balance must be paid off by the end of the fiscal year.

Highway Department Report: Bostrom reported that the Highway Mileage Certificate had been completely filled out and Martin made a motion: **To have the Select Board sign the Highway Mileage Certificate**, seconded by Dezendorf and carried and signed by those present.

General discussion ensued about correspondence from the State of Vermont Contract and Grants Unit extending the time for Tropical Storm Irene debris removal until September 1st and changing the cost formula for co-pay by municipalities downward from 12.5% to 10.0%. Martin expressed concern that continuing assessments needed to be made as some storm damage might not yet be recognized but still be potential. He offered, as an example, land that might not be stable, but prone to sliding at any time.

Dezendorf then made a motion: **To have the Select Board Chair sign the State of Vermont Contract and Grants Unit Amendment Forms 4022 DR VT, FHWA ER, VT 11-1 and VT 11-2 FY 2012**, seconded by Martin, carried by those present and signed by the Chair.

Bostrom reported that Bazin Bros. was on schedule with the Dam Road culvert project and should be completed by the end of April, as agreed.

Hockertlotz reported that he had received complaints regarding Town roadways that had been gated, naming Sanderson and Jordan Hill Roads, and Highway 40, so-called. Bostrom admitted that Cersosimo had gated Highway 40, but that though he had spoken with Cersosimo and had removed the gate, Cersosimo had re-installed it. Bostrom said that Sanderson Road had been discontinued, but would follow up on the others. Martin suggested that if the gates violate the public right of access that letters be written to the offenders.

Hockertlotz said that he'd also heard complaints that, whether about Highway problems or animal control issues, a record of complaints was not being kept for public review. Bostrom answered that a logbook of all complaints received by the Highway Department was kept, and Harris and Martin requested that Hockertlotz tell anyone with a complaint to call members or write letters to the Select Board.

Bostrom reported that muddy roads were continuing to be repaired though the Town was having to purchase gravel for fill from Fitzpatrick.

He also reported that the park benches for the Town Common were finally repaired and painted.

Martin expressed concern that the Highway crew was continuing to work on overtime at considerable expense to the Town, and Bostrom agreed, but explained that given the extent of the thaw in the past two weeks, weekend work on muddy roads was necessary to keep them passable.

Bostrom relayed that he'd received approval from the new FEMA representative to resurface more of Dam Road than originally thought required. The extended area for repaving is due to damage by Bazin Bros. construction vehicles.

After hearing of a complaint, Bostrom said that he would have gravel spilled from a Townshend Highway truck at the foot of Plumb Road picked up.

Emergency Management Report: No report from the Director was given at this time.

6. Members of the Public:

RESCUE: Drew Hazelton of RESCUE was welcomed and requested that the Select Board permit RESCUE to buy diesel fuel from Townshend as needed for its vehicles. Following discussion, Hazelton's request was taken under advisement by the Board until there is an effective means of metering and tracking fuel dispensed at the Town Garage.

Town Hall Renovation Committee: Tiz Garfield, Bob DiSiervo and Art Monette, (Planning Commission, Chair) provided a briefing on the need for fire doors in the Town Hall, reminding the Select Board that the newly-installed fire alarm system could not be certified by the State Fire Marshall until these doors were in place. The proposal for placement from Architect Mark Wesner is for a pair of fire doors in the Town Hall hallway approximately where the entrance to the bathrooms is now, and relocation of that entrance to the bathrooms closer to the Listers office.

With drawings and estimates presented for review, discussion coalesced on the aesthetics of the proposed doors, and the desire for them to be in keeping with the building, and upon the cost of construction, remodeling and installation. The doors most appealing to everyone have ceramic glass windows, and are estimated at around \$13,000.

Garfield and DeSiervo requested that the Board express its opinion, as a deadline for submitting a grant application to offset more than a third of the cost was approaching which the Committee wanted to pursue.

Hockertlotz asked that the Select Board hold a Public Hearing on this matter, and Martin responded that while the Select Board held stewardship responsibility for the Town Hall, this subject has been the topic of discussion at countless Select Board and Planning Commission meetings going back more than five years.

Russ then made a motion: **To have Tiz Garfield pursue grant funding from VLCT for the installation of ceramic glass fire doors for the Town Hall**, seconded by Dezendorf. Dezendorf asked DeSiervo to request a specification sheet of the fire ratings of these doors from architect Wesner, and the motion was carried by those present.

Palmer: Susanna Palmer was recognized by the Board and said that she wanted to provide an update on what was happening in the Listers office, which she found extremely frustrating. Martin interjected that the Select Board had no authority over the Listers or how any elected officials undertook the duties of their office.

Palmer tried to provide examples of the menial tasks she felt were being forced upon her and convey the things that were being said to and about her, when Dezendorf stopped her, saying that it was inappropriate for the Select Board to hear these complaints in an open meeting session and suggesting that there were other avenues of recourse for her to pursue.

Palmer said that though she would seek resolution elsewhere that the Board had listened to her before. Harris reminded Palmer that previously it was in Executive Session with the Select Board and under what were then other circumstances.

Novick: Joe Novick introduced himself as Townshend's Constable and requested the opportunity to discuss citizen complaints and work with the Select Board on law enforcement issues. Harris stated that the Board would welcome a monthly briefing from the Constable, and would take up any issues as they arose.

Hockertlotz: Ryan Hockertlotz reported that the Auditors would be meeting on Wednesday to assess where to begin their review, and that, upon request, a special training session for Auditors in the Windham County area was being considered by VLCT.

7. Correspondence: None at this time.

8. Old Business: Highway Commissioners: The Select Board engaged in lengthy discussion about the long-term projects of the Highway Department, the current priorities and the reality of the budget. Martin said that he would like to see better maintenance records and personnel files kept, and all agreed that documentation was critically important.

Ancient Roads: Harris requested that each Board member review the Ancient Roads documents and prepare to discuss plans for systematically addressing some of these roads in the next few months.

Newspaper of Record: Following a review of legal advertising insertion costs from four area newspapers and brief discussion about the fact that the Brattleboro Reformer is the most expensive, Russ made a motion: **To select the Brattleboro Reformer as the newspaper of record for the Town of Townshend**, seconded by Dezendorf and carried by those present.

Cemetery Rights of Way: Harris reported that she is continuing to work on the subject.

9. New Business: Appointments: The Select Board made the following appointments:

911 Coordinator	Carole Melis
Deputy Health Officer	Holly Hockertlotz
Planning Commission	Art Monette
Howard Legacy	Carole Melis
Tree Warden	Carl Steiner
RESCUE	Ryan Hockertlotz
Business Loan Committee	Carole Melis

10. Executive Session: None at this time.

11. Meeting Schedules:

Special Town Meeting: April 2nd at 6:00 P.M.
Select Board Meeting: April 2nd at 6:00 P.M.
Town Meeting (if needed): April 3rd @ 9:00 A.M.

12. Adjournment: Greenwood made a motion: **To adjourn at 9:47 P.M.**, carried by those present.

Respectfully submitted:

Craig K. Hunt, assistant