

approved: 04/16/12

**Townshend Select Board  
Minutes  
April 2, 2012**

**Following the Specially-WARNED Town Meeting of April 2, 2012, in which voters present were asked to ratify the actions and results of the Town Meeting held on March 6, 2012.**

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

**In Attendance:** Kim Ellison; Joe Daigneault; Kurt Bostrom; Joe Novick; Craig Hunt

**1. Call to Order:** Harris called the Meeting to Order at 6:11 P.M.

**2. Approval of Minutes:** Dezendorf made a motion: **To approve the Minutes of March 19, 2012, as corrected**, seconded by Harris, and carried by those present.

**3. Additions and Deletions:** Harris requested an update be given regarding inspection of Scott Bridge and the Legislature's re-districting of Townshend.

**4. Warrants:** Dezendorf made a motion: **To approve the Warrants of April 2, 2012**, seconded by Greenwood, and carried by those present.

<b>General Fund</b>	<b>\$ 20,627.82</b>
<b>Highway Department</b>	<b>\$ 165,254.82</b>
<b>(inc. Bazin Bros. \$155,756.50)</b>	
<b>Payroll</b>	<b>\$ 15,105.51</b>

**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 and Daigneault reported on the need for the Town to use its line of credit while awaiting reimbursement payments for Tropical Storm Irene recovery projects. Currently, in the General Fund, there is approximately \$64,000 and payables

totaling approximately \$185,000. Taxes still delinquent for the first three-quarters of this year total approximately \$120,000.

**Highway Department Report:** Bostrom reported meeting with a new representative from FEMA, (the fourth assigned to Townshend), and reviewing Tropical Storm Irene projects. FEMA has agreed to pay for additional paving on the Dam Road, and Bostrom said that he would send out requests for paving bids this week.

The Highway Department has been scraping and raking the roads and will be replacing bridge rails on Simpson Brook Road.

Greenwood asked Bostrom to look at culverts and ditches on State Forest Road that need cleaning.

A letter from the Windham Select Board, containing a Petition signed by Windham residents and requesting the use of more sand in winter maintenance of Windham Hill Road, was read. Bostrom explained that salt was primarily used to keep that road clear.

Lengthy discussion continued regarding fuel metering at the Highway Garage, the need to get bids on a new one-ton truck and on near and long-term Highway Department projects.

Dezendorf said that he would present the Board with a proposed Memorandum of Understanding with RESCUE pertinent to its request to purchase diesel fuel from the Town.

**Emergency Management Report:** Following brief discussion, Harris made a motion: **To sign the Declaration of Authority appointing David Dezendorf as Townshend's Emergency Management Director, Ryan Hockertlotz, Joe Novick, Gaila Gulack and Craig Hunt as deputies and Holly Hockertlotz as deputy director for HAZMAT Operations**, seconded by Greenwood, and carried by those present. The Chair then signed the Declaration.

**6. Members of the Public:** None at this time.

**7. Correspondence:** Dezendorf made a motion: **To approve the Liquor License request of The Windham Hill Inn**, seconded by Harris, and carried by those present.

Dezendorf made a motion: **To have the Chair sign excess weight permits, submitted**, seconded by Harris, and carried by those present.

Hunt was instructed to write a letter to the Windham Select Board explaining the winter maintenance of Windham Hill Road.

Following brief discussion, Hunt was instructed to draft a letter to Wyman regarding a gate across Jordan Hill Road.

Hunt was then instructed to draft a letter to Scott Bertram requesting information about his re-payment of a loan from the Town Revolving Loan Fund.

**8. Old Business:** Harris update Board members on the proposed inspection of Scott Bridge being contracted for by V-Trans, and on the pending reversal of redistricting plans by the State to divide Townshend into two representative districts.

Harris also provided an update on having submitted an application to VLCT for a grant to offset the cost of Town Hall fire doors.

**Ancient Roads:** Lengthy discussion about Ancient Roads ensued, and by general consent, the Board decided to address questions regarding Buck Hill Road at a Special Meeting on May 9, 2012, at 6:00 P.M. Hunt was instructed to notify abutters.

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

911 Coordinator	Charmayne Shirks
911 Fire Dept. Liaison	Phillip Trevorrow
Senior Solutions	Janet Stowell
Fence Viewer	Doug Ballantine
	Amon DeWitt
Health Officer	Dr. Tim Shafer
Howard Legacy	Ellen Fuller
	Ernest Redfield
Shingle Inspector	David Fontaine
Timber Inspector	Otto Tarbell
Planning Commission	Susan LeCours
Pound Keeper	Select Board
Recreation Committee	Deidra Beattie
	Carley Sanderson
Social Services	Ellie Lemire
Business Loan Committee	Sally Winchester

**10. Executive Session:** Harris made a motion: **To enter Executive Session at 9:54 P.M. to discuss contractual matters**, seconded by Russ, and carried by those present.

At 10:14 P.M., Dezendorf made a motion: **To leave Executive Session**, carried by those present. As a result of Executive Session, no action was taken.

**11. Meeting Schedules:**

Select Board Meeting: April 16th at 6:00 P.M.

Select Board Meeting: May 7, 2012 at 6:00 P.M.

Ancient Roads Meeting: May 7, 2012 @ 6:00 P.M.

**12. Adjournment:** Greenwood made a motion: **To adjourn at 10:14 P.M.**, carried by those present.

Respectfully submitted:

Craig K. Hunt, assistant