

approved 05/07/12

**Townshend Select Board
Minutes
April 16, 2012**

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

In Attendance: Kim Ellison; Joe Daigneault; WCSD Deputy Jessica Fellows; Joe Novick; Colleen Davis; Becca Schaefer; Cor Trowbridge; Richard Melanson; Scott Bertram; Craig Hunt

1. Call to Order: Harris called the Meeting to Order at 6:03 P.M.

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

3. Additions and Deletions: Hunt added Liquor and Tobacco License requests to Correspondence, and Dezendorf added Asset Accountability to New Business.

4. Warrants: Dezendorf made a motion: **To approve the Warrants of April 16, 2012**, seconded by Russ. Discussion followed, and Ellison was instructed to send a bill to The Commons Newspaper to compensate for a \$37.50 charge from the Town's attorney for a phone consultation with a reporter, and a bill for \$1,278.75 from Bazin Brothers for work on the Dam Road culvert was withheld pending more information. The motion, as amended, was then carried by those present.

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| General Fund | \$ 6,509.95 |
| Highway Department | \$ 156,490.94 |
| (Bazin \$137,703.50: diesel \$9,474.90) | |
| Payroll | \$ 13,074.59 |

5. Reports: Law Enforcement Report: WCSD Deputy Fellows reported that from July 1, 2011 to date Townshend should be receiving approximately \$31,500.00 as its share of traffic violation fines, and announced a Drug Take Back program date of April 28, 2012.

Harris asked Fellows if the Sheriff's Department intended to provide a deputy to Townshend under the COPS grant for another year, and Fellows indicated that Sheriff Clark was hoping to staff it as at least part-time.

Townshend Constable Joe Novick introduced Wardsboro Constable Coleen Davis, and they informed the Select Board about a grant that would pay for 58 hours of constable training at the Vermont Police Academy. All but about \$50 in incidental expenses was said to be covered by the grant, and Novick offered to pay that himself if the Town would not. Davis, who had completed the training last fall, advocated that the Board consider this opportunity and said that though the deadline for submitting the application was July 1, 2012, it should be sent immediately.

Following lengthy discussion concerning whether formal training fit the role that the Town wanted its constable to undertake and the need to revise and draft new local ordinances, Russ made a motion: **For the Select Board to approve the First Constable applying for a funding grant to pay for training at the Vermont Police Academy**, seconded by Dezendorf. The motion failed to pass by those present.

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 again reported on the need for the Town to use the last \$100,000 in its line of credit to cover current expenses.

Following discussion about the unwillingness of FEMA to pay, as promised, much of its share of the Dam Road culvert project, Dezendorf made a motion: **To sign and submit FEMA Application GMT OM1 – Dam Road Culvert Replacement – to forward the process for receiving Federal payments, and then appeal the newly-revised, lower amount**, seconded by Greenwood, and carried by those present.

Dezendorf then made a motion: **To set aside the rules for hearing further reports and meet with the public**, seconded by Harris and consented to by those present.

6. Members of the Public: The Board welcomed Becca Schaefer of Valley Cares and following brief discussion, Dezendorf made a motion: **To adopt the seven policies in the Municipal Policies and Codes Agreement presented by Schaefer, (Equal Opportunity Policy, Fair Housing Policy, Use of Excessive Force Policy, Policy on the Use of VCDP Funds for Federal Lobbying, Code of Ethics for Administration of Vermont Community Development Program, Drug-Free Workplace Policy, and Sub-Recipient Oversight Monitoring Policy)**, seconded by Greenwood, and carried by those present.

Schaefer updated the Board on construction plans at Valley Cares, financial awards and tax credits recently received and a fund-raising campaign about to get underway.

Dezendorf then made a motion: **To appoint Hedy Harris as the Townshend Select Board representative to Valley Cares**, seconded by Russ, and carried by those present.

The Board welcomed Sherry Maher of the Townshend Farmers Market. Maher informed the Board of her discussions with Leland and Gray Principal Dorfman and Townshend Elementary School Principal Leggott about opening the market an hour earlier to receive parents and teachers at the close of school. Maher also reported on partnering with the Townshend Food Shelf to provide discounts of up to 40% for local produce by those receiving public assistance. Discussion continued about the need for better cell phone service in order to process EBT cards.

Starting its fifth season on Townshend Commons, the Townshend Farmers Market will be open on Thursday afternoons between June 7th and October 11th.

The Board then welcomed Cor Trowbridge and Richard Melanson of Brattleboro Community T.V., who informed the Board that filming of Townshend Select Board meetings will begin on May 7th. Un-edited broadcast of those meetings on the Southern Vermont Cable public access channel will follow a few days later, with the time to be announced and all recordings will be archived with copies to be made available upon request.

BCTV, Trowbridge said, will also be recording Leland and Gray School Board meetings.

The Board then welcomed Scott Bertram who informed the Board that he would contact Peoples Bank to schedule payments on the outstanding balance of his loan from the Townshend Revolving Business Loan Fund.

The Select Board then returned to hearing Reports.

Highway Department Report: Dezendorf reviewed a projects list submitted by Bostrom highlighting the need for approximately \$3000 in grader repairs and continuing work on sign and culvert inventories.

Greenwood questioned the need for overtime on the weekends, and discussion focused on the need to check on and break beaver dams. Greenwood and Dezendorf will discuss overtime payments with Bostrom.

Russ made a motion: **To authorize Greenwood and Bostrom to meet with GPT Excavating and purchase gravel for the Town, if acceptable, for a delivered price not to exceed \$7.00 per yard,** seconded by Dezendorf, and carried by those present.

Emergency Management Report: Dezendorf briefed the Board on the May 12, 2012 5-K run hosted by Grace Cottage Hospital and the Tour de Grace scheduled for July 14, 2012.

7. Correspondence: Dezendorf made a motion: **To approve the Liquor License and Tobacco License requests of TheSmoke Shop,** seconded by Greenwood, and carried by those present.

The Board reviewed a statement from the Department of Education re-calculating taxes owed based upon Townshend's revised Grand List. Due to an increase in non-residential tax payments from VELCO, and subtracting overpayments made in the residential amount, Townshend owes \$128,279.83, which is due on June 1, 2012.

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 7, 2012, at 6:00 P.M. Hunt was instructed to notify abutters.

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

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| Energy Coordinator | Clay Turnbull |
| WRC Representative | Clay Turnbull |
| WRC Representative | Brad Horn |
| Recreational Committee | Paula Newton |
| Visiting Nurse Assoc. Rep. | Mary Morgan |

Asset Accountability, requested as a topic for discussion by Dezendorf, was moved to the May 7th Agenda.

Town Common Trees: Hunt was requested to contact Bartlett Tree Service to assess the health of the large maple tree on Townshend Common.

10. Executive Session: None at this time.

11. Meeting Schedules:

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

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

Delinquent Tax Sale: May 9, 2012 @ 10:00 A.M.

12. Adjournment: Russ made a motion: **To adjourn at 9:42 P.M.,** carried by those present.

Respectfully submitted:

Craig K. Hunt, assistant