

approved: 05/21/12

**Townshend Select Board
Minutes
May 7, 2012**

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

In Attendance: Kim Ellison; Joe Daigneault; Kurt Bostrom; Cynthia Davis; Irvin Stowell; Charles Marchant; Robert DeSiervo; Richard Melanson, (BCTV); Craig Hunt

1. Call to Order: Harris called the Meeting to Order at 6:01 P.M., and welcomed Richard Melanson of BCTV who is taping Select Board meetings for later broadcast on Southern Vermont Cable's public access channel.

2. Ancient Roads: Dezendorf opened the discussion of Buck Hill Road by recommending that the Select Board notify the Windham Regional Commission of mapping errors. He also requested that the Select Board consider reclassifying that portion which goes to the Newfane town line as a Public Trail, given the expense involved in maintaining that portion as a Class IV road. Stowell and Marchant reminded the Board that a WARNED Public Hearing would have to attend any changes. The Board agreed, wanting to schedule such a Hearing to potentially include other roads that might be reclassified.

Harris then suggested that Board members meet for a site visit on May 20th at 10:00 A.M., to examine the three ancient roadways at Melis/Bills', Eastwood/Hunt's and Thompson's properties. By general consent, the Board agreed.

3. Approval of Minutes: Dezendorf made a motion: **To approve the Minutes of April 16, 2012, as corrected, and approve the Special Meeting Minutes of April 30, 2012,** seconded by Greenwood, and carried by those present with Martin abstaining.

4. Additions and Deletions: Hunt added correspondence from Linda Cysz and Scott Bertram, and the Warrant for the constable regarding dog licensing to the Agenda.

5. Warrants: Russ made a motion: **To approve the Warrants of May 7, 2012,** seconded by Dezendorf. Following

discussion, Martin amended the motion: **To withhold a return freight-charge payment of \$900.00 to Contech Construction and have Bostrom protest the charge**, seconded by Dezendorf and carried by those present. The main motion, as amended, was then called and carried by those present.

General Fund	\$ 21,432.69
Highway Department	\$ 27,821.78
Payroll	\$ 9,434.57

6. Reports: Law Enforcement Report: Not at this time.

Town Clerk's Report: The Board reviewed the Town Clerk's cash-journal reports from the prior two weeks. Ellison and Daigneault reported that the Town's phone lines, through SOVERNET, had been disrupted by being hacked into over the weekend and that the Town Clerk was working to determine if long distance charges against the Town had been run up.

Bookkeeper's / Treasurer's Report: Ellison reported that sufficient funds were available to pay the Warrants just approved, and updated the Board on the status of a commercial loan application to be collateralized by promises from FEMA. Until money comes in from the State and Federal governments to reimburse the costs of Tropical Storm Irene, the \$500,000 loan being requested won't cover any new summer projects, such as East Hill Road repairs.

Martin expressed his dismay over the lack of FEMA funding and emphasized that the deadline for deciding what to do on East Hill Road was nearing, given the need for engineering, bid proposals and cost negotiations with FEMA.

Ellison then notified the Board of an \$8,400 credit with Kearley fuel remaining on the Town's heating oil pre-buy, and Martin made a motion: **To instruct Ellison to request that Kearley Fuel apply that credit toward the future purchase of diesel fuel for the Highway Department**, seconded by Dezendorf and carried by those present.

Highway Department Report: Bostrom reported that Green Up Day collections were a disappointment, and agreed to complete a Performance Bond survey for Bazin Brother's work at the Dam Road culvert. He informed the Board that he was drafting Requests for Proposals for paving; that ditching had been done on Route 35 and culverts were cleaned on State Forrest Road; that sign and culvert inventories, with GPS locations, were being completed in accordance to requirements of the Windham Regional Commission and FEMA.

He also told the Board that he went to Newfane to retrieve Townshend's sign posts, but couldn't find them.

Dezendorf reminded Bostrom that speed limit signs still needed to be installed on State Forrest Road.

Emergency Management Report: Dezendorf briefed the Board on the May 12, 2012 5-K run hosted by Grace Cottage Hospital and requested that he be authorized to close the Common Road during the event. Martin made a motion: **To grant the Emergency Management Director permission to close the Common Road on May 12, 2012 while Grace Cottage Hospital's sponsored 5K Run was being held**, seconded by Dezendorf and carried by those present.

Dezendorf then provided an update on his submission of a grant application to offset the repair/replacement costs of three dry hydrants, and reminded the Board to review the Basic Emergency Operations plan and consider its adoption.

7. Members of the Public: Stowell requested that Board members look at the ditch dug across the street from his property on Route 35. Water seeking the south side outlet, he suggested, would have to run uphill to reach the culvert.

8. Correspondence: The Board discussed a request from Robert DuGrenier to use the Town Hall for a concert on June 28, 2012 to raise funds for promoting the West River Community's heritage and culture and Dezendorf made a motion: **To permit the West River Community Project to lease the Town Hall on June 28, 2012 at the standard rental rate**, seconded by Martin, and carried by those present.

The Board reviewed a letter from Scott Bertram updating the Board on his loan from the Townshend Business Revolving Loan Fund.

The Board reviewed a letter from Linda Cysz requesting that it grant her permission to clean up trash off of Manning Road and bring it to the compactor at no charge. Following discussion, the Board decided to instruct Bostrom to look at that trash, first.

Dezendorf made a motion: **To sign the appointment forms from the Vermont Department of Health re-authorizing Dr. Shafer as Townshend's Health Officer, and authorizing Holly Hockertlotz to serve as Townshend's Deputy Health Officer**, seconded by Martin and carried by those present.

Dezendorf then made a motion: **To sign the petition from CVPS to install underground service cable in a section of the Town's right-of-way on East Hill Road**, seconded by Martin and carried by those present.

9. Old Business: None at this time.

10. New Business: The Select Board reviewed the Warrant for the Constable to impound and humanely destroy unlicensed dogs and Martin made a motion: **To postpone Select Board deliberation on the issuance of a Warrant to the Constable to impound and destroy unregistered dogs until the next meeting**, seconded by Greenwood and carried by those present.

Harris then asked Martin if he would research and report to the Board what the statutory duties of the local Constables are, and what other duties the Board might assign to the Constables in service to the community. Martin agreed.

Russ reported that the fountain on the Town Common was to be re-painted and would be turned on after that.

11. Executive Session: Martin made a motion: **To enter Executive Session at 8:15 P.M. to discuss personnel matters**, carried by those present.

The Board returned from Executive Session at 8:28 P.M., and, as a result, no action was taken.

12. Meeting Schedules:

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

Ancient Roads Site Meeting:

May 20, 2012 @ 10:00 A.M. at Melis/Bills;
Eastwood/Hunt; Thompson

Select Board Meeting: May 21, 2012 at 6:00 P.M.

13. Adjournment: Martin made a motion: **To adjourn at 8:29 P.M.**, carried by those present.

Respectfully submitted:

Craig K. Hunt, assistant