

approved: 09/17/12

**Townshend Select Board
Minutes
September 4, 2012**

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

In Attendance: Kim Ellison; Joe Daigneault; Kurt Bostrom; Cynthia Davis; Holly Hockertlotz; Joe Novick; Warren Beattie; Deputy Tyler Cook; Robert DiSiervo; Richard Melanson (BCTV); Craig Hunt

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

2. Approval of Minutes: Martin made a motion: **To approve the Minutes of August 20, 2012**, seconded by Dezendorf and carried by those present.

3. Additions and Deletions: Fire Department water resources and T.B.A. flag maintenance were added to Old Business, and to Correspondence, a letter of request for funding from the Townshend School Board was received.

4. Warrants: Martin made motions:

To approve the WARRANT 0904-1 Payroll week ending 08/11/12 \$11,828.05, seconded by Dezendorf and carried by those present.

To approve the WARRANT 0904-2 Payroll Tax week ending 08/11/12 \$4,186.11, seconded by Dezendorf and carried by those present.

To approve the WARRANT 0904-3 Equipment Fund \$2,038.06, seconded by Dezendorf and carried by those present.

To approve the WARRANT 0904-4 Payroll week ending 08/25/12 \$7,930.49, seconded by Dezendorf and carried by those present.

To approve the WARRANT 0904-5 Payroll Tax week ending 08/25/12 \$2,691.52, seconded by Dezendorf and carried by those present.

To approve the WARRANT 0904-6 General Fund \$11,281.85, seconded by Greenwood and carried by those present with one abstention.

To approve the WARRANT 0904-7 Highway Fund \$85,557.14, seconded by Russ and carried by those present with one abstention.

5. Reports: Highway Department Report: Bostrom reported that roadside mowing was completed for this year and requested permission to reserve a rental machine to do heavier cutting next year. The Board gave general consent reminding Bostrom to make sure that the amount was added into the budget.

Bostrom reported that a gate could be bought to close the gravel pit road, or that one at the former dump site on Grafton Road could be brought down and installed. Discussion ensued about how best to limit the nuisance created by excessive shooting of firearms at the gravel pit and the Board requested that the Constables respond to any complaints and talk to the offenders.

Bostrom then requested, and received consent to order fog line striping in the amount of \$6,662.56.

He reported that culvert work across from Valley Cares would be attended this coming week and that a bid had been received for winter sand from Cersosimo, up \$.25 per yard from last year.

Dezendorf requested that Ellison contact Unifirst informing them that the contract for uniforms would not be renewed.

Hunt was asked to draft a letter of appreciation to the students from Concord High who volunteered to clean up trash on Mill Brook below Leland & Gray.

The Board discussed the on-going East Hill Road repair project, engineering evaluations and upcoming decisions about, "improvements," needed to carry potential water flow and reduce future risks to the roadway and homes downstream.

Dezendorf reported that software was on order for the fuel management system at the Town Garage and configuration of the system would be attended, shortly.

Ellison reported that FEMA grant specialists had done a review of Town paperwork and had found it to be in good order.

Health Officer's Report: Hockertlotz was welcomed by the Board and reported investigating on three recent complaints: a human waste disposal issue which had been resolved: a potential toxic environment matter, (subsequent to tropical storm Irene), which didn't reveal a problem: and a potential illegal waste storage and environmental spill situation which was now an on-going investigation involving the Vermont Department of Environmental Conservation.

Hockertlotz also discussed drought conditions with the Board and the potential need to monitor the availability of potable water for residents with shallow wells.

Law Enforcement & Constable's Report: The Board welcomed First Constable, Novick, and Second Constable, Beattie, and engaged in lengthy discussion about statutory and other duties that the Constables perform for the Town.

Town Hall Fire Doors: The Board then met with DiSiervo of the Town Hall Renovation Committee and reviewed bids received by architect Wesner in the amounts of \$23,594 from Windridge Builders and \$34,932 from Mindell and Morse for the installation of fire doors in the Town Hall. Discussion followed, with the Board requesting that DiSiervo ask Wesner to try re-negotiating with Windridge in an effort to lower the price.

DiSiervo reminded the Board that the installation of these doors was necessary for certification of the Town Hall being brought into compliance with State fire codes this year and that other upgrades needed to be planned and budgeted for in the future.

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 State had yet to inform the Town of the amount which was owed to Townshend Elementary and Leland & Gray schools from taxes.

After reviewing a request received from the Townshend Elementary School Board, Martin made a motion: **To approve the Townshend Elementary School Board's request for a \$50,000 payment in advance of the statutory obligation for payment in full to the school twenty days following municipal receipt of 1st quarterly taxes**, seconded by Russ and carried by those present. Dezendorf then offered to attend the next TES Board meeting to convey the Treasury's need for such a written request each quarter that the school had need of an advance payment.

Ellison reported that FEMA had completed all expected payment obligations except for those for the Dam Road culvert project, which was still about \$116,000 short. An appeal by the State has just been denied by FEMA.

Discussion turned to the 2012-13 fiscal budget and Martin requested that the Board begin a series of workshops. The first of these was then scheduled for October 9th at 5:30 P.M.

Emergency Management Director's Report: Dezendorf informed the Board that due to the drought, streams hadn't and fire ponds were not being fed adequate amounts of water.

Dezendorf then provided updates on bid requests for the U.S.D.A. Emergency Watershed Protection Program behind Leland & Gray and out at the Holland/Bixby Cemetery.

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

7. Correspondence: None at this time.

8. Old Business: Cemetery Rights of Way: Harris reported that work continued on proposals for obtaining Rights of Way.

Ancient Roads: Harris requested that before the next meeting measurements be taken of the lengths of Brookline and Riverdale Roads.

Dam Road Trees: Following lengthy discussion about the need to have trees planted along Dam Road at the Royce property and cost projections provided by Dezendorf, Russ agreed to speak to local tree suppliers.

Fire Department Boiler: The Board discussed a bid in the amount of \$17,800 received from Jeffers and Sons to convert the Fire Station boiler from a steam system to a hot water system.

T.B.A. Flags: Russ reiterated the need to have the flags flown by the Townshend Business Association on utility poles attended, as many, throughout the season, get tangled or fall from their poles. Dezendorf agreed to raise this issue at the next T.B.A. meeting he was attending.

9. New Business: None at this time.

10. Other Business: Nothing at this time.

11. Executive Session: None at this time.

12. Meeting Schedules:

Regular Meeting: September 17th at 6:00 P.M.

13. Adjournment: Martin made a motion: **To adjourn at 9:33 P.M.**, carried by those present.

Respectfully submitted:

Craig K. Hunt, assistant

