

approved: 05/06/13

**Townshend Select Board
Minutes
April 15, 2013**

Present: Select Board: Hedy Harris; Chad Greenwood; David Dezendorf; Scott Chase

In Attendance: Joe Daigneault; Kim Ellison; Dale Davis; Cynthia Davis; Becca Shaefer; Rich Melanson (BCTV); Craig Hunt

6:07 P.M. **1. Call to Order:** Harris called the Meeting to Order at 6:07 P.M.

2. Approval of Minutes: Dezendorf made a motion: **To approve the Minutes of April 1, 2013**, seconded by Greenwood and carried by those present.

3. Additions and Deletions: A letter from Henry Pinckney was added to Correspondence and Little League ball field materials to New Business.

4. Warrants: Dezendorf made the following motions to approve the Warrants, all seconded by Greenwood:

WARRANT 0415-1 Payroll \$7,965.26, carried by those present with one abstention.

WARRANT 0415-2 General \$3,074.03, carried by those present.

WARRANT 0415-3 General \$26,263.38, carried by those present.

WARRANT 0415-4 Highway \$4,521.71, carried by those present.

WARRANT 0415-5 Equipment \$5,158.62. Dezendorf then amended the motion: **To withhold a \$150.00 invoice for loader parts, reducing the WARRANT total to \$5,008.62**. The motion, as amended, was then carried by those present.

WARRANT 0415-6 FEMA \$5,400.00, carried by those present.

WARRANT 0415-7 General \$444.32, carried by those present.

5. Reports: Highway Department: Dezendorf reported not having estimates from Bostrom on compactor repair parts or on the welding.

Dezendorf updated the Board on his continuing to effort to receive East Hill Road repair funding approval from FEMA and in particular, on who was responsible for relocating telephone poles.

The request for a loan from the Vermont Equipment Loan Fund in the amount of \$45,000.00 toward the purchase of a new plow truck to replace the Sterling has been submitted.

Dezendorf explained the need to have a spill containment box in which to set the new fuel pump at the Highway Garage. Discussion ensued as to whether bulk purchase of gasoline should be continued since it appeared to be aging too long in the tank prior to use.

6:30 P.M. 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 reported having received \$2,110.00 in the VLCT grant toward the Town Hall fire alarm system and discussed with the Board the recommendation of auditing firm, McSoley McCoy, that the while certificates of deposit are collateralized for amounts over \$250,000.00, the Town should set up sweep accounts for amounts greater than what FDIC insures.

Dezendorf made a motion: **To have the Treasurer set up sweep accounts with the bank to collateralize the General Fund,** seconded by Greenwood and carried by those present.

Ellison also reported that a 90% reimbursement should be forthcoming from FEMA toward the Dam Road culvert costs, hopefully before the end of the fiscal year, though the exact amount has not been stated, yet.

Emergency Management Director's Report: Dezendorf reported that two members of the fire department had been elected to serve on the Townshend Fire Station Building Study Committee and that a Planning Commission member would be requested to join that committee.

7:00 P.M. 6. Members of the Public: Becca Shaefer of Valley Cares was welcomed and reported that revisions to the Community Grant Agreement should be arriving for the Select Board to review soon.

7. Correspondence: A letter from Henry Pinckney, dated April 14th, was received by the Board requesting information about permits for property upgrades. Hunt was requested to respond to Mr. Pinckney.

8. Old Business: Timber Cutting: Dezendorf made a motion: **To sign the contract with Otto Tarbell for cutting timber on municipal land at the Grafton turn, but await signing the Notice to Proceed until further insurance forms were received from Tarbell,** seconded by Greenwood and carried by those present.

Fire Doors: Nothing at this time.

Municipal Officer Appointments: Harris nominated Maggie Bills to serve as the representative to Valley Cares, to be a Weigher of Coal and to serve on the Social Services Screening Committee, approved by those present.

Personnel Policy Revisions: Nothing at this time.

Transfer Station Study: Harris informed the Board that she, Hunt and Stowell would be meeting on Friday, April 19th with WSWMD here in Townshend to discuss options.

7:10 P.M. 9. New Business: Little League: Greenwood reported that the Little League ball field needed some clay, and Dezendorf made a motion: **To authorize Greenwood to get clay for the Little League ball field for a sum not to exceed \$300.00,** seconded by Chase and carried by those present.

10. Other Business: None at this time.

11. Executive Session: None at this time.

12. Meeting Schedules:

Regular Meeting: April 15th at 6:00 P.M.

13. Adjournment: Dezendorf made a motion: **To adjourn at 7:17 P.M.,** carried by those present.

Respectfully submitted,

Craig K. Hunt, assistant