

Approved: 02/17/14

**Townshend Select Board
Minutes
February 3, 2014**

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

In Attendance: Joe Daigneault; Ryan Hockertlotz; Richard Melanson (BCTV); Craig Hunt

1. Call to Order: Martin called the Meeting to Order at 6:15 p.m.

2. Approval of the Minutes: Dezendorf made a motion: **To approve the Minutes of January 6, 2014, and the Minutes of Janury 20, 2014, as corrected**, seconded by Harris and carried by those present.

3. Additions and Deletions: Added to Old Business was discussion of the new Transfer Station proposal; to Correspondence, compliance with State of Vermont Road Standards and review of letters received from Green Lantern Capital and Michael Meyers.

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

WARRANT 02031 Payroll \$9,824.19, carried by those present.

WARRANT 02032 Payroll Tax \$4,160.34, carried by those present.

WARRANT 02033 General Fund \$10,907.80, carried by those present.

WARRANT 02034 General Fund \$338.65, carried by those present.

WARRANT 02035 General Tax \$24,746.76, carried by those present.

WARRANT 02036 Highway Fund \$19,998.82, carried by those present.

WARRANT 02037 Equipment Fund \$3,402.96, carried by those present.

5. Reports: Highway: Dezendorf reported that engineering proposals for the West Hill Road bridge and for the Grafton culvert replacement had been sent out, but that only two contractors attended the pre-bid conference. Dezendorf expected to have bids returned for opening at the February 17th meeting.

T-1, following the fire in the fender well around the headlight, was at the dealer for repairs and discussions were on-going between the insurance company, the dealer and the manufacturer as to responsibility for costs.

Martin relayed that Ed Smith had contacted him requesting a meeting with the Select Board to discuss Personnel Policy changes effecting the computation of overtime pay. Dezendorf and Greenwood agreed to discuss this with the Highway crew and invite tentatively schedule a meeting with the Select Board on February 17th.

Harris asked if something might be done to improve traffic safety on Grafton Road at the curve by the East Hill Road entrance and Dezendorf said that it would be looked into.

Law Enforcement Report: Nothing at this time.

Town Clerk's Report: The Board reviewed the Town Clerk's cash journal reports from the previous weeks.

Treasurer's Report: Daigneault reported to the Select Board that the current balance in the General Fund was \$324,498.02. He reported that \$37,755.20 remained outstanding on the collection of 1st quarter taxes, and \$64,028.75 was outstanding on the 2nd quarter. About \$102,000 remained to be collected in delinquent taxes from years past.

Brief discussion ensued about the date for collecting the 3rd quarter taxes, which had a publication due-date of March 28th, but a Town Meeting amended date of February 28th. Daigneault said that the February 28th date was the official deadline, but that, because of the confusion, he would accept tax payments until March 28th without applying any interest charges.

Emergency Management Report: Dezendorf reported that the State was changing some of the requirements for Towns seeking to receive State and Federal reimbursements for declared emergencies, with an October 1st deadline for first-responders to be certified with ICS 100 training.

6. Members of the Public: Hockertlotz reported that the auditors had completed assembling the FY 2013 Town Report and were submitting it to the printer tomorrow.

Harris made a motion: **For the Select Board to approve the FY 2014-15 budget proposal and sign the Warning for Town Meeting**, seconded by Dezendorf and carried by those present.

7. Correspondence: The Board acknowledged correspondence from Green Lantern Capital communicating that a Public Service Board Certificate of Public Good was going to be sought for a 500kW solar farm on property owned by Robert DuGrenier on Route 30.

Martin read a letter from Michael Meyer complaining that the two-hour parking limit at the Town Common across from the entrance to Leland & Gray was not being enforced. Brief discussion ensued regarding the need for ticketing and towing violators.

Dezendorf made a motion: **To approve the Second Class Liquor License application request of Little MuMu**, seconded by Harris and carried by those present.

Dezendorf then made a motion: **To approve the Tobacco License request of Little MuMu**, seconded by Harris and carried by those present.

Dezendorf made a motion: **To approve the overweight permit of Newport Sand and Gravel, as restricted by needing advance permission from the Highway Foreman for travel on West Hill Road**, seconded by Greenwood and carried by those present.

Following brief discussion, Dezendorf made a motion: **For Townshend to adopt the 2013 State of Vermont Road Standards**, seconded by Greenwood and carried by those present.

Following discussion, Dezendorf made a motion: **To authorize the Chair to sign a General Release Agreement between the Town of Townshend and Marazoff Assessing Services**, seconded by Greenwood and carried by those present.

8. Old Business: Transfer Station: Harris updated the Board on assessment of costs for the new facility proposal and requested that Hunt speak with a representative of Green Mountain Power about electric service installation.

9. New Business: None at this time.

10. Other Business: None at this time.

11. Executive Session: None at this time.

12. Meeting Schedules:

Regular Meeting: February 17th @ 6:00 p.m.

Pre-Town Meeting: February 25th @ 7:00 p.m.

13. Adjournment: Harris made a motion: **To adjourn at 7:45 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt, assistant