

Approved: 04/21/14

**Townshend Select Board  
Minutes  
April 7, 2014**

**Present:** Select Board: David Dezendorf; Kathy Hege; Robert LeCours; Dale West

**In Attendance:** Joe Daigneault; Kurt Bostrom; Sheriff Clark; Mary Gould; Peter Thurrell, (SOVEREN Solar); Richard Melanson (BCTV); Craig Hunt

**1. Call to Order:** Dezendorf called the Meeting to Order at 6:03 p.m.

**2. Approval of the Minutes:** Dezendorf made a motion: **To approve the Minutes of March 17, 2014**, seconded by LeCours and carried by those present.

**3. Additions and Deletions:** Added to the Highway Report was a request from Stan Holt to park a Grace Cottage Fair Days storage trailer on municipal land.

**4. Warrants:** Hege made motions to approve the following Warrants, all seconded by West:

**WARRANT 40701 Payroll \$8,002.51**, carried by those present.

**WARRANT 40702 Payroll Taxes \$3,177.33**, carried by those present.

**WARRANT 40703 General Fund \$150,288.16**, carried by those present.

**WARRANT 40704 General Fund \$20,249.75**, carried by those present.

**WARRANT 40705 Highway Fund \$8,972.74**, carried by those present.

**WARRANT 40706 Equipment Fund \$9,327.45**, carried by those present.

**5. Reports:** **Highway Report:** At 6:12 p.m., Bostrom updated the Board on road repair labors of the previous two weeks and reported that all of the equipment was in good working order. He stated that he had received two bids for street sweeping and advocated that a roadside mowing

machine be leased from TENCO for in-house trimming this fall.

Bostrom provided the Board with summaries of estimates he'd received for a new plow truck to replace T-8:

Patriot: Freightliner @ \$91,130 less \$25,000 in trade plus \$8,800 for extended Warranty.

DeLurey: International @ \$94,885 less \$32,500 in trade plus \$9,000 for extended Warranty.

Green Mountain: Kenworth @ \$104, 53 less \$22,500 in trade plus \$5,000 for extended Warranty.

For body and plow:

TENCO: \$55,422

Osgood: \$64,696

Fairfield: \$59,990

West made a motion: **For the Town to purchase an International truck from DeLurey Sales and outfit it with a TENCO body**, seconded by LeCours. Discussion ensued about the purchase, at approximately \$126,807 plus \$5,000 for other installed equipment, being contingent upon successful approval of a loan request and signing of a contract. The motion then carried by those present.

Hunt was instructed to submit an application to the Vermont Equipment Loan Fund prior to the April 15th deadline requesting that Townshend borrow up to \$45,000.

West then made a motion: **To approve overweight permit requests with stated restrictions for travel upon West Hill Road**, seconded by Hege and carried by those present.

LeCours made minor corrections to the 2014 Highway Mileage report and West made a motion: **To approve the Highway Mileage Report, as corrected, and submit it to AOT**, seconded by LeCours and carried by those present.

Mary Gould and Bostrom discussed impact scenarios regarding the Army Corps of Engineers control of Dam Road.

A request from Stan Holt to find a place to temporarily park a storage trailer for Grace Cottage Hospital Fair Days auction items was discussed, with the municipal gravel pit and the access area by Oakwood Cemetery being suggested. Hunt was asked to have Holt discuss the matter with the Cemetery Commissioners.

**Town Clerk's Report:** The Board reviewed the Town Clerk's cash journal reports from the previous weeks and discussed the general decline in compactor revenues.

**Treasurer's Report:** Daigneault reported that the current balance in the General Fund was \$449,183.00 with

\$25,447 still due from the 1st quarter taxes; \$38,761 still due from the 2nd quarter and \$84,208 from the 3rd.

**Emergency Management Report:** Dezendorf reported that Grace Cottage Hospital would be holding its 5K run in early May and requested that the Select Board formally decide whether or not to have the municipality involved by granting a permit and assisting in its management. Discussion ensued, following which West made a motion: **To grant Grace Cottage Hospital a permit to hold the 5K run as planned with Townshend's Emergency Management involved, as needed**, seconded by Hege and carried by those present.

**6. Members of the Public: SOVERN Solar:** At 7:00 p.m., Peter Thurrell of SOVERN Solar was welcomed and discussed at length the engineering, construction and financing details, and revenue opportunities for Townshend, of the proposed solar array at the former Grafton Road dump site. Hunt, the Town's attorney and the Select Board will review the proposed agreement.

**Law Enforcement:** At 7:20 p.m., Sheriff Clark was welcomed and discussed law enforcement patrols in Townshend, suggesting that the Select Board consider a residential deputy contract for 2015.

With regard to parking enforcement, Sheriff Clark urged the Select Board to review and update Townshend's applicable Ordinances and said that his department would issue tickets only and not collect any fines.

**7. Correspondence:** The resignation of Hedy Harris from her position as a member of the Select Board was read by Dezendorf. Hege made a motion: **To accept with regret the resignation of Harris, effective immediately**, seconded by West and carried by those present. Hunt was instructed to post vacancy Notices and request that the names of candidates to fill the vacancy be received by 4:00 p.m. Friday, April 11, 2014. The Board then scheduled a Special Meeting to be held on Monday, April 14, 2014, at 6:00 p.m., to interview candidates and, if possible, make an appointment.

Hege made a motion: **To approve the 2014 2nd Class Liquor License request of Vermont Staple Goods**, seconded by West and carried by those present.

Hege made a motion: **To approve the 2014 Tobacco sales License request of Vermont Staple Goods**, seconded by West and carried by those present.

**8. Old Business: Appointments:** West made a motion: **To appoint Roger Brown as Townshend Forest Fire Warden until June 30, 2019**, seconded by Hege and carried by those present.

Hege made a motion: **To appoint Brad Horn and Craig Hunt as representatives to the Windham Regional Commission and appoint Hunt as Townshend's Energy Coordinator**, seconded by LeCours and carried by those present.

**Snow Blower Storage:** Hege informed Board members that Annette Leigh, in exchange for storing the snow blower for the 2013-14 season, had provided requested estimates of \$70 per month for mowing her grass through the summer. LeCours made a motion: **To appropriate sufficient funds in satisfaction of the storage Agreement with Leigh**, seconded by West and carried by those present.

**Property Maps:** Hege reported that the Listers had completed an arrangement with Dauchy-Creamer for new property maps, which were to be delivered before the end of April. Discussion ensued as to the nature and extent of modifications to the maps and whether further costs might be involved. Hege said that she did not know.

**Purchasing Policy:** Dezendorf summarized the Townshend Purchasing Policy adopted in 2011 and requested that Board members review the policy and consider updating it. Lengthy discussion ensued.

**9. New Business:** None at this time.

**10. Other Business:** None at this time.

**11. Executive Session:** West made a motion: **To enter Executive Session at 8:45 p.m., to discuss personnel matters**, seconded by Hege and carried by those present.

At 10:08 p.m., the Board returned from Executive Session, and as a result, Hege made a motion: **To have the Board review and modify the bookkeeper's job description**, seconded by West and carried by those present.

**12. Meeting Schedules:**

**Special Meeting:** April 14, 2014 @ 6:00 p.m.

**Regular Meeting:** April 21, 2014 @ 6:00 p.m.

**13. Adjournment:** West made a motion: **To adjourn at 10:15 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt, assistant