

approved: 08/04/14

TOWNSHEND SELECT BOARD

Meeting Minutes

July 21, 2014

Present: Kathy Hege; Robert LeCours; Dale West; Kyle LaPointe; Carole Melis

In Attendance: Joe Daigneault; Kurt Bostrom; Deputy Brothers; Molly Cook; Richard Melanson, (BCTV); Craig Hunt

1. Call To Order: Hege called the meeting to Order at 6:07 p.m.

2. Approval of the Minutes: LaPointe made a motion: **To approve the Minutes of July 7, 2014**, seconded by West and carried by those present.

3. Additions and Deletions: West added report of the Fire Station Study Committee to Old Business.

4. Warrants: LaPointe made motions to approve the following Warrants:

72101 Payroll \$ **8,359.17** seconded by Melis and carried by those present.

72102 Bank Fee \$ **71.01** seconded by Melis and carried by those present.

63002 Payroll Tax \$ **3,687.19** seconded by Melis and carried by those present.

72103 General \$ **9,937.71** seconded by Melis and carried by those present.

72104 General \$ **12,386.11** seconded by LeCours and carried by those present.

72105 Highway \$ **1,217.68** seconded by Melis and carried by those present.

72106 Equipment \$ **2,334.16** seconded by Melis and carried by those present.

5. Reports: **Highway:** Bostrom requested that decisions soon be made soon about gravel crushing, paving and culvert replacement. Melis made a motion: **To put out an RFP for stumping and stripping at the gravel pit in preparation for crushing, with bids to be opened on August 18th**, seconded by LeCours and carried by those present.

Bostrom reported that Library curbstone work would be attended to on Thursday, July 24th, and that he would meet with Todd Menees of ANR to discuss options for repairing Deer Ridge Road Culvert #4, which ANR's hydraulic study indicates is inadequate. He also reported that the new International truck would be delivered to TENCO for body work in August.

Law Enforcement Report: Deputy Brothers of the Windham County Sheriff's Department introduced himself to the Board as Townshend's full-time deputy under the new contract.

Town Clerk's Report: The Town Clerk's cash journal reports for the previous two weeks were reviewed.

Treasurer's Report: None at this time.

Members of the Public: Molly Cook presented the Select Board with a proposal from Michael Kolsun to operate a hot dog cart on the Townshend Common. Following brief discussion, Melis mad a motion: **To grant conditional approval to Michael Kolsun for operation of a hot dog stand on the Townshend Common**, seconded by LaPointe and carried by those present.

6. Correspondence: Nothing at this time.

7. Old Business: SOVEREN Solar Lease Agreement: Not at this time.

Municipal Land Purchase Offer: Hege reported that she had researched the Town's costs of the property bought at Tax Sale in 1996, but had not heard from the party interested in purchasing the land. Melis reiterated the Board's position of wanting to proceed with the sale without incurring further legal and other costs.

Ancient Roads: West made a motion: **To retain Billie Smith Road to the Athen's town line as a Class IV roadway**, seconded by LaPointe and carried by those present.

Melis made a motion: To retain **French Cabin Road as a Class IV roadway**, seconded by LaPointe and carried by those present.

West made a motion: **To retain the Jennison Cellar Hole Road as a Class IV roadway**, seconded by Melis and carried by those present.

West made a motion: **To retain Townshend Highway #40 as a Class IV roadway**, seconded by Melis and carried by those present.

Melis made a motion: **To discontinue Wood's Road, (aka Phoenix Way), in its entirety**, seconded by LeCours and carried by those present.

Employee Time Clocks: West made a motion: **To purchase and install an automated employee payroll time-tracking system**, seconded by LaPointe. Lengthy discussion ensued, following which, with consent from West, LaPointe made a motion: **To table any decision to purchase and install an automated payroll time-tracking system until after the Select Board can hold a personnel policy**, seconded by Melis and carried by those present.

Grafton Road Culvert RFP: LeCour made a motion: **To have Hammond Engineering proceed with the Grafton Road Culvert R.F.P.**, seconded by LaPointe and carried by those present. Bostrom is to contact Hammond and set a time for the contractor's site visit.

New Fire Station Study Committee: West briefed Board members on the continuing efforts of the New Fire Station Study Committee.

8. New Business: Tax Rates: Following discussion, Melis made a motion: **To set the 2014-2015 fiscal year Municipal Tax Rate at \$0.7006; with the Homestead Education Tax Rate at \$1.6366, the combined Municipal and Education Homestead Tax Rate will be \$2.3152; with the Non-Residential Education Tax Rate at \$1.4665, the combined Municipal and Education Non-Residential Tax Rate will be \$2.14510**, seconded by LaPointe and carried by those present.

9. Other Business: Nothing at this time.

10. Executive Session: None at this time.

11. Meeting Schedules: Regular Meeting August 3, 2014 @ 6:00 p.m.

12. Adjournment: Melis made a motion: **To adjourn at 8:32 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt