

Approved 07/21/14

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

Present: Select Board: Kathy Hege; Bob LeCours; Dale West; Kyle LaPointe; Carole Melis

In Attendance: Joe Daigneault; Ryan Hockertlotz; Brad Boucher; John Synder (The Commons); Mason Cleveland (The Commons); Richard Melanson (BCTV); Craig Hunt

1. Call to Order: Hege called the Meeting to Order at 6:01 p.m.

2. Approval of the Minutes: LaPointe made a motion: **To approve the Minutes of June 16, 2014, as corrected**, seconded by West and carried by those present.

3. Additions and Deletions: Scheduling a Tax Rate Workshop was added by Hege to Other Business.

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

70701 General \$622.46, seconded by Melis and carried by those present.

70702 Equipment \$5.50, seconded by Melis and carried by those present.

70703 Equipment \$1,023.22, seconded by LeCours and carried by those present.

70704 General \$20.00, seconded by Melis and carried by those present.

70705 Equipment \$4,410.00, seconded by Melis and carried by those present.

70706 General \$3,333.34, seconded by Melis and carried by those present.

70707 Highway \$1,507.81, seconded by Melis and carried by those present.

70708 Highway \$60.00, seconded by LaPointe and carried by those present.

70709 Equipment \$87.64, seconded by LaPointe and carried by those present.

5. Reports: Highway: LeCours reported that the curbstone obstructing the Library walkway had been removed and that he'd speak with Karen La Rue about how the work should be completed.

He reported that the hydraulic study by A.N.R. on Deer Ridge Road had not yet been done.

Melis requested that the Highway Foreman attend all Select Board meetings, as a matter of policy.

Law Enforcement: Hunt relayed that Sheriff Clark was unable to attend the meeting to answer questions about monthly patrol reports, and that Deputy Andrew Brothers had been assigned Townshend's residential deputy under the new contract.

Town Clerk: The Town Clerk's cash journal reports for the prior two weeks were received.

Treasurer: Daigneault reported that the Town General Fund held a balance of \$204,377.86 and that a Treasurer's Warrant had been delivered to the Delinquent Tax Collector in the amount of \$150,492.00 for FY 2013-14. Additionally, he reported that the short-term loan of \$20,000.00 to Townshend Elementary School had been repaid and that a little more than \$13,000.00 had been transferred from the Library Trustees money market account to settle the Library's FY 2013-14 balance with the Town General Fund.

6. Members of the Public: Brad Boucher was welcomed and the Board reviewed his offer to buy 2.0 acres of municipal property on Higgins Lane. Melis made a motion: **To have Brad Boucher present a Purchase and Sale Agreement to the Town of Townshend**, seconded by LaPointe and carried by those present with two abstentions.

7. Correspondence: None at this time.

8. Old Business: Soveren Solar Agreement: Nothing at this time since language in the agreement has not been finalized.

Ancient Roads: Discussion ensued about whether the Select Board should retain Billie Smith Road, French Cabin Road, Jamison Cellar Hole Road and TH-40 as Class 4 roads or make them into public trails.

Compactor: West conveyed the need for the Select Board to make a decision on whether to buy a new or a used compactor and figure out whether Townshend could comply with the regulations in Act 148 without finding a new site for the transfer station.

Town Website and ListServe: Melis made a motion: **To indefinitely suspend the Town of Townshend website and listserve**, seconded by LaPointe. Discussion about the new Open Meeting Law ensued. Hege pointed out that Townshend was already in violation of the State law by not posting on the website Minutes from the July 2nd Grievance Hearings, which,

she noted, the Listers had not provided for public posting. The motion, when called, was carried by those present.

LeCours presented a letter he had drafted addressed to Townshend's Senators and Representative, and other State Officials, explaining why Townshend was suspending its website in reaction to the Open Meeting Law. Melis made a motion: **To send this letter to Townshend's Senators, Representative and other State Officials**, seconded by LaPointe and carried by those present.

Payroll Time Clocks: As requested, Hunt summarized his findings of the various types and costs of both biometric and card-stamp time clocks for use by hourly-paid officials in Town Hall and Highway Department employees. Melis made a motion: **To have Hunt narrow the search to the two or three best time clocks of each type for the Board to review at its meeting on July 21st**, seconded by LaPointe and carried by those present.

9. New Business: Grafton Road Culvert RFP: Hunt explained that Hammond Engineering was awaiting Select Board approval of the draft R.F.P. for the Grafton Road culvert. Payment for this project will be mostly covered by an AOT Structures Grant and Hammond is urging that the Town proceed. LeCours agreed to review the document with Bostrom and Melis reiterated the importance of having the Highway Foreman available to provide counsel to the Select Board.

Windham County Humane Society Contract: Melis made a motion: **To have the Select Board Chair sign the 2014-15 contract with the Windham County Humane Society and set a \$30.00 holding fee, as recommended**, seconded by LaPointe and carried by those present.

10. Other Business: By general consent, Board members agreed to meet on July 16, 2014, at 6:00 p.m. for a Workshop on the FY 2014-15 tax rate.

11. Executive Session: None at this time.

12. Meeting Schedules:

Tax Rate Workshop: July 16, 2014 at 6:00 p.m.

Ancient Roads Hearing: July 21, 2014 at 5:30 p.m.

Regular Meeting: July 21, 2014 at 6:00 p.m.

13. Adjournment: LaPointe made a motion: **To adjourn at 7:35 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt, assistant