

approved: September 15, 2014

TOWNSHEND SELECT BOARD

Meeting Minutes
September 2, 2014

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

In Attendance: Joe Daigneault; Kurt Bostrom; Winn Clark; Archie Clark; Deputy Brothers; Richard Melanson; Craig Hunt

1. Call To Order: Hege called the meeting to Order at 6:05 p.m.

2. Bid Openings: Hege opened sealed bids for the Grafton Road culvert project:

A.S. Clark	\$195,096.00
Renaud Bros.	\$152,757.00

Hunt was instructed to forward the bid packages to Hammond Engineering for review and recommendation.

Hege opened sealed bids for the gravel pit stumping project:

A.S. Clark	\$ 13,400.00
Gould & Sons	\$ 16,000.00

Melis made a motion: **To award a contract to A.S. Clark for stump removal and dirt work at the Town gravel pit for a sum not to exceed \$13,400.00**, seconded by West and carried by those present.

3. Approval of the Minutes: West made a motion: **To approve the Minutes of August 18, 2014, as corrected**, seconded by Melis and carried by those present.

4. Additions and Deletions: None at this time.

5. Warrants: West made motions to approve the following Warrants, all seconded by Melis:

90201 Payroll \$ 8,378.31, carried by those present with one abstention.

90202 Payroll Tax \$ 3,255.42, carried by those present.

90203 General \$ 1,717.12, carried by those present.

90204 Highway \$ 3,617.55, carried by those present.

90205 Equipment \$ 2,485.00. Discussion ensued about a quantity of ten grader blade sets being received when the purchase requisition called for only two. Bostrom explained that Fairfield wouldn't deliver only two sets, but that he was on vacation when the order went in and that the Highway Department would need them all during the

coming year. LeCours agreed, stating that the price was good and that the blades should be kept. The motion then carried by those present.

90206 General \$ 280.00, carried by those present.

6. Reports: Highway: Grader Blades: LeCours told the Board that he was mistaken on the verbally-quoted price of grader blades from TENCO, explaining the increase paid.

Winter Salt: Bostrom explained that the quoted price on a contract proposal for Townshend's winter salt had been lowered to \$78.65 per ton, bringing that into agreement with the State of Vermont's contracted price.

Winter Sand: Bostrom said that pricing on sand was not yet available.

Signage: Bostrom reported that he was still working on price quotes for the replacement of road signs and informed the Board that the deadline for converting to the State-mandated signage had been extended to 2018.

Town Hall Parking Lot: Bostrom reported that the right-of-way behind Dutton Gym was in place and that the parking lot behind Town Hall had been completed.

Deer Ridge Road Culvert: Bostrom spoke with Todd Menees of ANR and approval was given to repair, rather than replace, the stone culvert. Repair, however, will involve concrete block walls laid-up to support a bridge plate and the work will have to be contracted out.

Employee Evaluations: Bostrom gave to the Board the employee evaluations he finished for the Highway department. Board members will review these prior to the next meeting.

Fuel Pump: LeCours explained that electrical connections would be made by Beattie Electric.

Law Enforcement Report: Windham County Sheriff's Department deputy Brothers spoke briefly with the Board about parking issues and morning traffic, now that school has started.

Town Clerk's Report: None at this time.

Treasurer's Report: Daigneault reported that the General Fund checking account currently held a balance of \$1,117,420.20, following the collection of 1st quarter taxes.

7. Members of the Public: None at this time.

8. Correspondence: Petition: Hege acknowledged that the Select Board had received a petition signed by more than 5.0% of Townshend's voters to prohibit the immediate sale of municipal land on Higgin's Lane. The specific offer to buy that land, however, had been withdrawn prior to receipt of the petition.

The petition also required that if the land is sold, it only be sold through public auction, though the property had been put up for sale at auction already with no result. Under advice of legal counsel, the Board will seek instruction of the voters at Town Meeting regarding the disposition of this land.

Town Hall Renovations: The Board gratefully acknowledged receipt of correspondence from Elizabeth Garfield regarding work remaining to be done to the Town Hall. The Board will try to address some of the major concerns this fall, and, as the budget for next year is crafted, will endeavor to prioritize and fund longer-term projects.

9. Old Business: Errors and Omissions: Hege explained to Board members the details of the Listers office request to correct the property evaluation of Charles, twice tabled by the Select Board for lack of explanation. Melis then made a motion: **To correct the evaluation of property #05041-000, owned by Charles, as requested**, seconded by West and carried by those present.

Following brief discussion, Melis made a motion: **To correct the evaluation of property #12010-000, owned by Bell, as requested**, seconded by LeCours and carried by those present.

Net Metering Agreement: Melis made a motion: **To approve the Net Metering Agreement between the Town of Townshend and SOVEREN Solar, Inc.**, seconded by West and carried by those present.

Highway Department Uniform Service: Following discussion, no action was taken at this time.

Parking Tickets: LeCours made a motion: **To order parking tickets for enforcement of the Parking Ordinance**, seconded by West and carried by those present.

AT&T Cell Tower: Hege briefed Board members that a Certificate of Public Good had not yet been issued by the Public Service Board for construction of a cell phone tower in Townshend, and that, following discussions with representatives from AT&T, the project, if approved, would likely not be completed before early in 2016.

10. New Business: Fairpoint Work Order: Melis made a motion: **To ratify a decision made by a quorum of the Board outside of a Warned meeting authorizing Fairpoint to replace a utility pole on Grafton Road**, seconded by LeCours and carried by those present.

Streetlights: Following discussion about the age and annual expense of streetlights with mercury vapor bulbs, West made a motion: **To have Melis and Hunt conduct an efficiency review of Townshend's streetlights**, seconded by LeCours and carried by those present.

Independent Audit: Melis made a motion: **To solicit bids for an independent audit of Townshend's finances, as required by Federal reimbursements and grants receipts**, seconded by West and carried by those present.

11. Other Business: By general consent, the Select Board scheduled a FY 2015-16 Budget Workshop for September 12, 2014, at 4:30 p.m..

12. Executive Session: None at this time.

13. Meeting Schedules: Ancient Roads Site Visits: Sept. 6th @ 10:00 a.m.
Budget Workshop: Sept. 12th @ 4:30 p.m.
Executive Session: Evaluations: Sept. 15th @ 5:00 p.m.
Ancient Roads Public Hearing: Sept. 15th @ 6:00 p.m.
Regular Meeting: Sept. 15th following the Public Hearing

14. Adjournment: Melis made a motion: **To adjourn at 8:42 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt