

approved: 10/19/15

TOWNSHEND SELECT BOARD

Meeting Minutes
October 5, 2015

Present: Kathy Hege; Kit Martin; Irvin Stowell; Robert Wright

In Attendance: Joe Daigneault; Terri Garland; Kurt Bostrom; Amanda Thomas; Richard Melanson; Craig Hunt

1. Call To Order: Hege called the meeting to Order at 6:00 p.m.

2. Approval of the Minutes: Martin made a motion: **To approve the Minutes of September 21, 2015**, seconded by Wright and carried by those present.

3. Additions and Deletions: Added to Correspondence, letters from BDCC, Rep. Emily Long, Rick Hege and added to New Business, a request from Laura Richardson.

4. Board of Health: Martin made a motion: **To have the Select Board convene as the Townshend Board of Health**, seconded by Wright and carried by those present.

Amanda Thomas was welcomed and explained that work to be done on her rental on Peggy's Lane in West Townshend was nearing completion, but that an issue had arisen with the electrician needing to replace the service-entrance panel. She indicated that that would be completed and that carbon monoxide detectors would be installed within the next few weeks. Following brief discussion, Martin made a motion: **To extend the time limit for Thomas to comply with the Health Order issued in August until November 1, 2015**, seconded by Wright and carried by those present.

5. Reports: Bookkeeper's Report: Terri Garland was welcomed and reported that a representative from NEMRC would be coming in on Friday to work on problem accounts. She informed the Board that reconciliation of bank statements was nearing completion and that a request had been submitted for a partial payment of what FEMA should reimburse for the East Hill project.

Highway: Bostrom reported that shoulder work on Athens and Grafton roads was almost done. Lengthy discussion ensued regarding an over-charge from Springfield Paving for paving those roads and Bostrom advised the Board to not pay the bill until he could find out the reason for it.

When asked, he didn't know when the roadside mowing would begin, or when Rice Tree Service, which has been cutting dead trees on Grafton Road since June, would complete its work.

Discussion continued about plugged and partially-plugged culverts, (initiated by correspondence from Rick Hege about a culvert on Plumb Road), and Bostrom assured

the Board that culverts were being maintained, but obviously would need checking again after last week's rain.

A report of gravel spilled at the intersection of East Hill Road and Route 30 was brought forth and Bostrom said that he would speak to the crew about leaving the gravel pit with too-much gravel and taking that corner too-fast.

Law Enforcement: Nothing at this time. Hunt was asked to request a report from the State Police.

Town Clerk: The Select Board reviewed the Town Clerk's cash journal reports from the prior weeks.

Treasurer: Daigneault reported that the General Fund checking account held a balance of \$1,150,409.64, before Reserve accounts were deducted and prior to the payment of Warrants before the Board.

6. Warrants: Martin made motions to approve the following Warrants, all seconded by Wright:

10051 Payroll \$8,018.66, carried by those present. Discussion ensued about the irregularities of time-sheets submitted and Martin made a motion: **To authorize the bookkeeper to withhold pay from any official or employee who does not submit a pay request on an appropriate and authorized form**, seconded by Stowell and carried by those present. Hunt was instructed to issue a memo to all personnel.

10052 Payroll Deductions \$3,306.82, carried by those present.

10050 Highway Fund \$197,109.68. The Springfield Paving failed to carry.

10053 General Fund \$8,983.21, carried by those present.

10054 General Fund \$52,064.00, carried by those present.

10055 General Fund \$754.79, carried by those present.

1005A General Fund \$2,053.16, carried by those present.

10056 General Fund \$12,739.32, Though already paid, the reimbursement of tax sale purchase funds failed to be approved, with one abstention, due to the informality of the request.

10057 General Fund \$2,786.73, carried by those present.

10058 Highway Fund \$3,592.22, carried by those present.

10059 Equipment Fund \$1,142.70, carried by those present.

7. Correspondence: A letter from Henry Pinckney was received and Hege informed the Board that it had been forwarded to the appropriate State agency. A complaint in that letter regarding the nature of a response from a Town official to a previous inquiry was discussed and deemed not without merit.

Hege informed the Board that correspondence had been received from the BDCC and that a representative would be asking to speak with the Board at a future meeting.

In response to a joint letter from the Select Board and the Planning Commission regarding conditions at the Townshend Dam, Representative Long had responded offering to meet with the Board. Hunt was requested to invite Representative Long and members of the Planning Commission to the next meeting on October 19th.

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

9. Old Business: Officer Appointments: None at this time.

10. New Business: Hunt relayed having met with Laura Richardson who was requesting permission to hold the Third Annual Holiday of Horses on December 6, 2015. The Board asked that the request be put in writing.

11. Other Business: None at this time.

12. Meeting Schedules: Regular Meeting: October 19, 2015, at 6:00 p.m.

13. Adjournment: Stowell made a motion: **To adjourn at 7:40 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt