

approved 5/04/15

## **TOWNSHEND SELECT BOARD**

### **Meeting Minutes**

**April 20, 2015**

**Present:** Kathy Hege; Irv Stowell; Kyle LaPointe; Robert Wright;

**In Attendance:** Joe Daigneault; Kurt Bostrom; Becky Nystrom; Richard Melanson; Craig Hunt

**1. Call To Order:** Hege called the meeting to Order at 6:06 p.m.

**2. Approval of the Minutes:**

LaPointe made a motion: **To approve the Minutes of March 2, 2015**, seconded by Wright and carried by those present with one abstention.

LaPointe made a motion: **To approve the Minutes of April 6, 2015**, seconded by Stowell and carried by those present.

LaPointe made a motion: **To approve the Special Meeting Minutes of April 10, 2015**, seconded by Wright and carried by those present.

LaPointe made a motion: **To approve the Special Meeting Minutes of April 16, 2015**, seconded by Wright and carried by those present

**3. Highway Report:** Bostrom informed the Board that Ameden Construction had completed the clean-up of the fallen trees in Simpson Brook, as per contract awarded on April 6, 2015; that he was seeking property owner's permission to use a staging area for work on the Deer Ridge culvert project; that the yard at the Highway Garage was being cleaned of litter, and that he would be working with Townshend's Tree Warden in preparation of an RFP for the cutting of hazardous tree along Route 35 and Athens Road.

For the record, Hege reported upon damage done to T-8 on April 9<sup>th</sup> while plowing. She informed Board members that the owner of the dealership which had bought T-8 last Fall was requesting a return of the money paid, but would consider re-purchasing the truck if and after repairs were completed. An estimate of the damage has not yet been made, but indications were that it would be an appreciable percentage of the truck's value.

Following discussion, LaPointe made a motion: **To refund to DeLurey Sales and Service \$32,500, which had been paid for Townshend's 2007 Sterling plow-truck**, seconded by Wright and carried by those present.

Stowell then made a motion: **To instruct the Treasurer to transfer \$32,500 from the Equipment Reserve Fund to the General Fund**, seconded by Wright and carried by those present.

Bostrom delivered an application for a paving grant on Athens and Grafton Roads to the Board for its review.

**4. Members of the Public:** Becky Nystrom was welcomed and requested that discussions with her about Delinquent Tax Collector's legal matters be in Executive Session.

LaPointe made a motion: **To find that premature public knowledge of probable litigation concerning delinquent taxes would place the Select Board at a substantial disadvantage because the Board risks disclosing its legal strategy if it discusses the case in public**, seconded by Wright and carried by those present.

LaPointe made a motion: **To enter executive session with the Delinquent Tax Collector to discuss probable litigation by the Town under 1 V.S.A., Section 313(a)(1)(E) at 6:30 p.m.**, seconded by Wright and carried by those present.

The Select Board returned from Executive Session at 6:48 p.m., and, as a result, Stowell made a motion: **To authorize the Delinquent Tax Collector, through her attorney, to seek relief from a stay in Bankruptcy Court**, seconded by Wright and carried by those present.

Regarding expenses of a new computer, Nystrom agreed to reimburse costs to the Town.

She then requested authority to file liens in Probate Court for recouping delinquent taxes, and LaPointe made a motion: **To authorize the Delinquent Tax Collector to pursue delinquent taxes by legal actions in Probate Court**, seconded by Wright and carried by those present..

**5. Additions and Deletions:** Added to the Agenda under Correspondence was a letter from the Vermont Department of Health.

**6. Law Enforcement Report:** Nothing at this time.

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

**8. Treasurer's Report:** Daigneault reported that the General Fund account currently held a balance of \$494,277.00, prior to the payment of Warrants.

**9. Warrants:** Wright moved to approve the following Warrants, seconded by LaPointe:  
**42001 Payroll \$9,292.00**, carried by those present.  
**42002 Payroll Withholding \$3,525.97**, carried by those present.

**10. Correspondence:** A request received from Our Lady of the Valley to have the Town designate a No Parking spot in front of the Church and erect a sign was discussed. Consideration was given to the appropriateness of the Town accommodating the

occasional needs of a single organization to the detriment of all others and the general public, as well as amending the Parking Policy and assuming the responsibility for enforcement.

Stowell made a motion: **To authorize Our Lady of the Valley to exercise, at its discretion, limitations on parking in front of the Church by use of signs, traffic cones, or other means, which it provides as needed and only when needed**, seconded by LaPointe and carried by those present.

Hege summarized a letter received by the Vermont Department of Health conveying its decision on an Appeal Hearing that upholds the Health Order issued by the Townshend Board of Health on February 16, 2015.

**11. Old Business: Renaud Contract for the Grafton Road Culvert:** Hege signed the Agreement between the Town of Townshend and Renaud Brothers for replacement of a culvert on Grafton Road.

**Appointments:** LaPointe made a motion: **That the Select Board not appoint a Deputy Health Officer**, seconded by Wright and carried by those present.

LaPointe nominated Brian Schmidt as Fire Department 911 Liaison, approved by those present.

LaPointe nominated Tim Shafer as Townshend's Health Officer, approved by those present.

LaPointe nominated Susan Hunt as a Weigher of Coal, approved by those present.

LaPointe nominated John Evans as representative to the Windham Regional Traffic Commission, approved by those present.

**Compactor Bags:** Following discussion, LaPointe made a motion: **To approve the purchase of one pallet of custom-order, purple, drawstring trash bags marked, "Townshend," for a sum not to exceed \$3,600.00**, seconded by Wright and carried by those present.

**FEMA Update:** Nothing at this time.

**Stone Arch Bridges:** Hunt reported that the bridges would be examined on Tuesday, April 21<sup>st</sup>, with a report on their conditions coming to the Select Board in mid-May.

**12. New Business: Grace Cottage Hospital 5K Run:** A verbal request received for Townshend's Emergency Management's assistance in traffic calming for the GCH 5K Run, planned for May 9, 2015, was discussed. Hege noted that the Select Board had no formal or prior knowledge of this event and that permission had not yet been sought from, or granted by the Town to close a municipal roadway on a Saturday morning to conduct a fundraising event. She instructed Hunt to seek a written request from GCH containing proof of liability insurance.

**Liquor Licenses:** LaPointe made a motion: **To approve the 2<sup>nd</sup> Class Liquor License sale application of the West River Community Project**, seconded by Wright and carried by those present.

LaPointe made a motion: **To approve the 2<sup>nd</sup> Class Liquor License Outdoor Permit application of the West River Community Project**, seconded by Wright and carried by those present.

**Hazard Mitigation Plan:** The Select Board acknowledged receipt of Townshend's Draft Hazard Mitigation Plan awaits the Planning Commission's review and recommendation prior to deliberation on its adoption.

**Emergency Operations Plan:** Following discussion, LaPointe made a motion: **To adopt Townshend's 2015-16 Emergency Operations Plan, as presented by Townshend's Emergency Management Director**, seconded by Wright and carried by those present.

**13. Executive Sessions:** None at this time.

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

**15. Meeting Schedules:** Regular Meeting: May 4, 2015, at 6:00 p.m.

**16. Adjournment:** LaPointe made a motion: **To adjourn at 8:22 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt