

approved: 8/17/15

## TOWNSHEND SELECT BOARD

### Meeting Minutes

July 20, 2015

**Present:** Kathy Hege; Kit Martin; Irvin Stowell; Robert Wright; Kyle LaPointe

**In Attendance:** Joe Daigneault; Kurt Bostrom; Shawn Gervais; Kris Grotz-Kuch; Robert DeSiervo; Gaila Gulack; Mike Kolson; Molly Cook; John Evans; Amon DeWitt; Richard Melanson; Craig Hunt

**1. Call To Order:** Hege called the meeting to Order at 6:02 p.m.

**2. Approval of the Minutes:** No Minutes were available for the Select Board to approve at this time.

**3. Additions and Deletions:** To New Business, discussion about Town Common trees and the gazebo were added; to Highway Reports, the paving contract and the Highway Garage gate were added.

**4. Bid Openings: Municipal Land Sales & Contracts:** Hege opened and read the following bids:

**Higgins Lane:**

Adam Clark	\$ 2,075.00
Frances Muise	\$ 5,001.00
Paul Rush	\$ 6,900.00
Jaimie Nystrom, et al	\$20,001.00
Derry Brook Maintenance	\$ 1,000.00
John Evans	\$ 6,000.00
Peter Galbraith	\$ 150.00

Martin made a motion: **To sell 2.0 +/- acres on Higgins Lane in Townshend to Jaime Nystrom, et al, for the sum of \$20,001.00**, seconded by LaPointe and carried by those present with one abstention.

**West Townshend:**

Peter Galbraith	\$ 5,151.00
Derry Brook Maintenance	\$ 1,000.00
Robert DeSiervo	\$ 2,549.83

Martin made a motion: **To sell 17.0 +/- acres in West Townshend to Peter Galbraith for \$5,151.00**, seconded by LaPointe and carried by those present.

**Deer Ridge Road Culvert Repair:**

Gould & Sons	\$ 2,500.00
T.M.G. Enterprises	\$ 3,000.00
A.S. Clark & Sons	\$ 4,350.00

Martin made a motion: **To award the Deer Ridge Culvert Repair contract to Gould & Sons for an amount not to exceed \$2,500.00**, seconded by LaPointe and carried by those present with one abstention.

**Roadside Mowing Contract:**

Andrew Rockwell \$ 5,500.00

Following discussion with Bostrom, Martin made a motion: **To award the roadside mowing contract to Andrew Rockwell for an amount not to exceed \$5,500.00 contingent upon proof of liability insurance**, seconded by LaPointe and carried by those present with one abstention.

**5. Members of the Public:** Martin made a motion: **To suspend the rules and meet with members of the public**, seconded by LaPointe and carried by those present.

Mike Kolson and Molly Cook were welcomed and provided a letter to the Select Board expressing concerns about having a business on the Town Common, approved by the Select Board, that was being discussed in public meetings as setting a bad precedent.

Martin apologized, on behalf of the Select Board, if any offense was taken by the open discussions, since none was intended. He went on to explain, however, that since the prior Select Board allowed a for-profit business to operate on the Town Common, without the benefits provided or limitations imposed by an approved policy, requests from others have been received, creating something of a dilemma.

Historically, Martin said, the Common has been used by non-profit business to raise funds for local causes. Stowell agreed, adding that it's difficult to start denying requests once one has already been approved.

Wright suggested that a policy be considered that perhaps included issuing vendor permits, and Cook suggested that the issue be put before the voters for guidance at Town Meeting.

**6. Executive Sessions:**

LaPointe made a motion: **To enter Executive Session with Shawn Gervais at 6:50 p.m. under 1 V.S.A. 313-a-3**, seconded by Martin and carried by those present.

The Board returned from Executive Session at 7:01 p.m., and, as a result, Gervais will meet with Hunt and Grotz-Kuch to resolve payroll discrepancies and will no longer be cleaning at the Town Garage.

LaPointe made a motion: **To enter Executive Session with Kris Grotz-Kuch at 7:07 p.m. under 1 V.S.A. 313-a-3**, seconded by Martin and carried by those present.

The Board returned from Executive Session at 7:32 p.m. and, as a result, Grotz Kuch will arrange with NEMRC for further training as a bookkeeper and will be attending Select Board meetings.

LaPointe made a motion: **To enter Executive Session with Kurt Bostrom at 7:37 p.m. under 1 V.S.A. 313-a-3**, seconded by Martin and carried by those present.

The Board returned from Executive Session at 8:00 p.m., and, as a result, no action was taken.

**7. Reports: Highway:** Bostrom informed the Board of near-term vacation schedules and reported on a culvert replacement on Grafton Road and the clean-out of the culvert at the Fire Station. He discussed with the Board the need to get sand and salt prices.

Following a brief review of the paving bids opened on July 6<sup>th</sup>, Martin made a motion: **To award to Springfield Paving the contract for the Grafton Road "A" job for a sum not to exceed \$25,064.04**, seconded by LaPointe and carried by those present.

Martin made a motion: **To award to Springfield Paving the contract for the Athens Road project for a sum not to exceed \$149,977.08**, seconded by LaPointe and carried by those present.

Martin then requested that the Board table a decision to award a contract for the Grafton Road “B” project and the East Hill project until the Town secures a line of credit.

**8. Members of the Public:** Martin made a motion: **To suspend the rules and meet with members of the public**, seconded by Wright and carried by those present.

Gaila Gulack was welcomed and asked the Board if it had reached a decision regarding her request to set-up a massage chair on the Town Common. Discussion followed that reiterated many of the points made earlier with Kolson and Cook.

LaPointe then made a motion: **To approve Gaila Gulack’s use of the Town Common for a massage business, pending submission of insurance certificates**, seconded by Martin. Following further discussion, the motion failed to carry by those present.

**9. Reports: Law Enforcement:** None at this time.

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

**Treasurer:** Daigneault reported that the General Fund account currently held a balance of \$465,372.90, prior to the payment of Warrants.

**10. Warrants:** LaPointe made motions to approve the following Warrants:

**72001 Payroll \$8,298.27**, seconded by Martin. Following review in which concerns arose about the figures not being right, the motion failed to carry by those present.

**72002 Payroll Deductions \$3,252.06**, failed to carry by those present for lack of a second.

Martin made a motion: **To table Warrants 72001 and 72002 until such time as corrections and clarifications can be made**, seconded by LaPointe and carried by those present.

**72003 General Fund \$572.20**, seconded by Wright and carried by those present.

**72004 Highway Fund \$3,461.92**, seconded by Wright and carried by those present.

**72005 Equipment Fund \$880.00**, seconded by Wright and carried by those present.

**72006 General Fund \$964.98**, seconded by Wright and carried by those present.

**72007 General Fund \$8,073.83**, seconded by Wright and carried by those present.

**72008 Highway Fund \$112.20**, seconded by Wright and carried by those present.

**72009 Equipment Fund \$1,318.40**, seconded by Wright and carried by those present.

**11. Old Business: Net Metering Agreement:** Hege briefed the Board on a consultation with the Town's attorney regarding expenses that the Town pays to SOVEREN Solar for excess electrical production.

**Officer Appointments:** Martin nominated Susan Hunt to serve on the Social Services Screening Committee, approved by those present.

**Law Enforcement Contract:** Martin reported learning that, as a matter of continuing policy, the Sheriff's Department will not serve the municipality if a contract is awarded instead to the State Police.

LaPointe made a motion: **To award the FY2015-16 law enforcement contract to the Vermont State Police for a sum not to exceed \$20,000.00**, seconded by Wright and carried by those present.

**Board of Health:** Hunt reported that a letter of Intent to Issue a Health Order on August 3, 2015, had been composed, signed and served upon a property owner in West Townshend, at the Board's direction.

**12. New Business: Errors and Omissions:** Following discussion, LaPointe made a motion: **To approve the Listers request to reduce the valuation of Parcel #03013-000 from \$70,600.00 to \$16,800.00**, seconded by Stowell and carried by those present.

Following discussion, Martin made a motion: **To table a decision to approve changing the valuation of Parcel #08021-000 until the Listers could better explain their request**, seconded by LaPointe and carried by those present.

**Gazebo:** On behalf of the Select Board, Martin expressed gratitude to John Evans for painting the Gazebo on the Common.

**Town Common Trees:** Following discussion, Martin made a motion: **To instruct Hunt to have Bartlett Tree Service test the soil and assess the health of the trees on the Town Common and provide the Select Board with recommendations for tree care**, seconded by LaPointe and carried by those present.

**Municipal Tax Rates:** Following lengthy discussion with Hunt, Martin made a motion: **To set Townshend's FY2015-16 Homestead tax rate at \$2.1561 and Townshend's FY2015-16 Non-Residential tax rate at \$1.935**, seconded by LaPointe and carried by those present.

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

**14. Meeting Schedules:** Regular Meeting: August 3, 2015, at 6:00 p.m.

**13. Adjournment:** Stowell made a motion: **To adjourn at 10:00 p.m.**, carried by those present.

Respectfully submitted,  
Craig K. Hunt