

approved: 8/17/15

TOWNSHEND SELECT BOARD

Meeting Minutes

August 03, 2015

Present: Kathy Hege; Kit Martin; Irvin Stowell

In Attendance: Anita Bean; Joe Daigneault; Kris Grotz-Kuch; Rick Hege; Walter French; Amanda Thomas; James Wilson; Roger Decato; Dan Swotfigure; Michele McNamee; Richard Melanson; Craig Hunt

1. Call To Order: Hege called the meeting to Order at 6:17 p.m.

2. Board of Health: Martin made a motion: **To have the Select Board recess and convene as the Townshend Board of Health at 6:18 p.m.**, seconded by Stowell and carried by those present.

Attorney Walter French was welcomed and summarized the plans that landlord Amanda Thomas has made to address purported rental code violations enumerated in the Health Inspection Report that Townshend's Health Officer, Timothy Shafer, MD., completed on July 1, 2015. Discussion ensued with testimony regarding the conditions and corrective action plans at 42 Peggy's Lane given by James Wilson, Roger Decato, Dan Swotfigure and Michele McNamee.

At 6:38 p.m., Martin made a motion: **To enter into Executive Session under 1 V.S.A. 310-5, with Hunt, for deliberations**, seconded by Stowell and carried by those present.

The Board returned from Executive Session at 6:45 p.m., and, as a result, Hege announced that the consensus of the Townshend Board of Health was to Issue a Health Order allowing landlord Thomas 30 days (thirty days) to undertake electrical and roofing repairs and install fire and smoke detectors at 42 Peggy's Lane. Thomas is to provide the Board of Health with satisfactory proof that these repairs and installations are completed by September 7, 2015, and allow the premises will to be re-inspected by Townshend's Health Officer.

Martin made a motion: **To adjourn as the Townshend Board of Health and reconvene as the Townshend Select Board at 6:48 p.m.**, seconded by Stowell and carried by those present.

3. Executive Session: Martin made a motion: **To enter into Executive Session at 6:52 p.m., to evaluate an employee under 1 V.S.A. 313 a3 with Town Clerk, Anita Bean, Town Treasurer, Joseph Daigneault, and Hunt**, seconded by Stowell and carried by those present.

The Board returned from Executive Session at 7:08 p.m. and, as a result, Martin made a motion: **To enter into Executive Session for deliberations under 1 V.S.A. 310-5 at 7:09 p.m., with Kristine Grotz-Kuch**, seconded by Stowell and carried by those present.

The Board returned from Executive Session at 7:51 p.m. and, as a result, the Board chair will urgently seek and schedule training for the bookkeeper through NEMRC and/or VLCT.

4. Approval of the Minutes: Martin made a motion: **To suspend approval of the Minutes until a full Select Board is present**, seconded by Stowell and carried by those present.

5. Additions and Deletions: To Correspondence, letters from Pam Bell, the Brattleboro Retreat and Walter Meyer were added and discussion with Drew Hazelton from RESCUE, Inc., was deleted.

6. Reports: Highway: Hunt reported for Bostrom that T-1 needed cylinder repair for the dump body and that LeCours would be keeping busy during the day or two that Bostrom's and Smith's vacations over-lapped.

Stowell expressed concern about the ditching on State Forest Road and Martin conveyed that repair work was needed on the Back Windham Road, where a washout was simply marked with a stake and flagging tape.

Discussion ensued about selling the Sterling plow truck following an offer received from DeLurey in writing for \$30,000. Martin expressed disappointment in the offer and Stowell made a motion: **To table any decision about the sale of the Sterling until a full Select Board was present**, seconded by Martin and carried by those present.

Martin made a motion: **To table any decision about paving projects not yet contracted for until a line-of-credit is approved**, seconded by Stowell and carried by those present.

Law Enforcement: Nothing 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 held a balance of \$339,113.52, after Reserve accounts were deducted and prior to the payment of Warrants before the Board.

7. Warrants: Martin made motions to approve the following Warrants, all seconded by Stowell:

- 72010 General Fund (Tax Reimbursement) \$694.15**, carried by those present.
- 80301 Payroll \$8,811.80**, carried by those present.
- 80302 Payroll Deductions \$3,398.41**, carried by those present.
- 80303 General Fund \$4,210.08**, carried by those present.
- 80304 Highway Fund \$2,659.28**, carried by those present.
- 80305 Equipment Fund \$696.64**, carried by those present.
- 72001 Payroll \$8,298.27**, carried by those present.
- 72002 Payroll Deductions \$3,252.06**, carried by those present.

8. Correspondence: A letter from Pam Bell, requesting that recent adjustments made to her property assessment be made retroactive, was discussed by the Board. Martin made a motion: **To have Hunt respond to Ms. Bell and inform her that the Select Board does**

not have the authority to change property valuations for prior years, seconded by Stowell and carried by those present.

An announcement was read from the Brattleboro Retreat that a motorcycle rally was to be held on August 15th and bikers would be traveling through Townshend during the mid-morning.

A letter was read from Walter Meyer expressing concern about the condition of the Town's sidewalks along Route 35, especially in front of the Catholic Church. By consent of the Board, the Highway Department will be asked to assess the condition of the sidewalks, generally, and present the Board with recommendations. The small section at the church driveway the Highway Department should be able to repair.

A notice from the State Department of Natural Resources was received reminding Transfer Station operators of rules to provide disposal containers for yard waste, effective July 2015. Hunt will talk to Bostrom about placing a small container at the Town yard and receiving any bulk waste at the gravel pit. Hunt will also request fliers from the State for posting and handing out which specifically identify recyclable materials.

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

10. Old Business: Net Metering Agreement: Hege referenced a letter of opinion just received from the Town Attorney regarding the net metering agreement that Townshend has with SOVEREN Solar. The Board will take up this matter at its next meeting.

Officer Appointments: None at this time.

Municipal Land Transfers: Nothing at this time.

Valley Cares Grant Close-Out: Hege reminded Board members present that the terms of the Vermont Housing and Community Development Grant obligate the Town to review financial statements from Valley Cares every year for the next three decades and attest to the State that those reports are correct.

11. New Business: Errors and Omissions: Following discussion, Stowell made a motion: **To approve the Listers request to reduce the valuation of Parcel #05025-100 from \$69,300.00 to \$68,000.00**, seconded by Hege. Discussion ensued in which Hege informed Board members present that this change was mandated by a legal ruling. Martin expressed his concern about property evaluation changes that had been, or were being made in the Listers office, apparently without the knowledge of a quorum of elected Listers. The motion failed to carry for lack of a quorum being present to vote in the affirmative.

Following brief discussion, Martin made a motion: **To table a decision to approve changing the valuation of Parcel #05038-000 and #05039-000 until the Listers provided better explanations to the Select Board**, seconded by Stowell and carried by those present.

Town Common Trees: Following discussion, Martin made a motion: **To contract with Bartlett Tree Service to prune and attend to the trees on the Town Common for a sum not to exceed \$4,410.00**, seconded by Stowell and carried by those present.

12. Other Business: None at this time.

13. Meeting Schedules: Regular Meeting: August 17, 2015, at 6:00 p.m.

14. Adjournment: Stowell made a motion: **To adjourn at 9:43 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt