

approved: 9/21/15

## **TOWNSHEND SELECT BOARD**

### Meeting Minutes

September 7, 2015

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

**In Attendance:** Joe Daigneault; Walter French, Esq.; Amanda Thomas; Craig Hunt

**1. Call To Order:** Hege called the meeting to Order at 6:01 p.m. and made a motion: **To convene as the Townshend Board of Health**, seconded by Martin and carried by those present.

**2. Board of Health:** Following testimony from Wright and Hunt as to findings upon inspection of the premises at 1314 Vermont Route 30, Martin made a motion: **To lift the Health Order upon the property at 1314 Vermont Route 30**, seconded by Wright and carried by those present, with one abstention.

Walter French, Esq., and Amanda Thomas were welcomed and French explained that the terms of the Health Order placed upon 42 Peggy's Lane in West Townshend in August 2015, had not yet been fulfilled. Following discussion, Hege made a motion: **To approve the request of property owner Thomas to have the opportunity to comply with the Health Order upon 42 Peggy's Lane extended until October 5, 2015**, seconded by Wright and carried by those present.

Martin made a motion: **To adjourn as the Townshend Board of Health at 6:16 pm and reconvene as the Townshend Select Board**, seconded by Stowell and carried by those present.

**3. Approval of the Minutes:** Martin made a motion: **To approve the Minutes of August 13, 2015**, seconded by Stowell and carried by those present.

Wright made a motion: **To approve the Minutes of August 17, 2015**, seconded by Stowell and carried by those present.

Stowell made a motion: **To approve the Minutes of August 31, 2015**, seconded by Wright and carried by those present.

**4. Additions and Deletions:** Added to Old Business, an update on municipal land sales: to New Business, correspondence to the State regarding audit findings and discussion about the 5K run being sponsored by Newbrook Fire Department on September 26, 2015.

**5. Reports: Highway:** Stowell forwarded a request from Bostrom to pave the Grafton Road Project "B" and East Hill Road. Discussion ensued about the costs of these projects and the amount of the State grant to help fund the Grafton Road "A" and Athens Road paving projects.

Martin made a motion: **To accept the Agency of Transportation grant agreement in the amount of \$129,404.00 toward the costs of paving Grafton and Athens roads**, seconded by Wright and carried by those present.

Wright made a motion: **To accept the bid offer and contract with Springfield Paving for paving portions of Grafton and East Hill roads**, seconded by Martin and defeated by those present.

Following discussion about the amount of salt Townshend uses to maintain its roads, Stowell made a motion: **To sign the contract with Cargill for purchasing up to 450 tons of winter road salt at \$81.80 per ton in FY2015-16**, seconded by Wright 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 checking account held a balance of \$1,811,489.30, before Reserve accounts were deducted and prior to the payment of Warrants before the Board.

Stowell made a motion: **To approve the Line of Credit Tax Anticipation agreement with People's Bank in the amount of \$250,000.00 at 1.5% interest and payable on or before June 30, 2016**, seconded by Martin and carried by those present.

**6. Warrants:** Wright made motions to approve the following Warrants:

**90701 Payroll \$7,934.83**, seconded by Stowell and carried by those present.

**90702 Payroll Deductions \$3,306.90**, seconded by Martin and carried by those present.

**90703 General Fund \$14,442.81**, seconded by Martin and carried by those present.

**90704 Highway Fund \$4,323.12**, seconded by Stowell and carried by those present.

**90705 Equipment Fund \$4,947.55**, seconded by Stowell and defeated by those present.

**90706 General Fund \$1,466.09**, seconded by Stowell and carried by those present.

**7. Correspondence:** A letter was read from Raymond Sorrentino requesting that a portion of Taft Meadows between the ball park and the Old Cemetery Road be brush-cut. Following discussion, Martin made a motion: **To hire Robert Wright to brush-cut that section of Taft Meadows referenced in the correspondence from Sorrentino**, seconded by Stowell and carried by those present.

**8. Old Business: Officer Appointments:** No at this time.

**Municipal Land Sales Update:** Hege reported that draft deeds had been received from the Town's attorney and that buyers of the properties on Higgins Lane and in West Townshend had been notified. Following discussion, Martin made a motion: **To have the Select Board chair serve as the legal representative of Townshend for the closings on these two properties**, seconded by Wright and carried by those present.

**9. New Business:** Lengthy discussion ensued after a summary was given by Hege regarding a demand from the State of Vermont, Department of Housing and Community Development, for evidence of how Townshend is addressing an independent auditor's recommendations to revise internal financial controls. Hege presented Board members with a draft letter in response, which will be further discussed at the next meeting.

**Errors and Omissions:** The Board reviewed a request from the Listers to reduce the valuation upon Parcel #10006-000 from \$164,400 to \$144,400, due to errors in appraisal. Martin made a motion: **To approve the request of the Listers to reduce the assessment upon Parcel #10006-000**, seconded by Wright and defeated by those present.

**Townshend Dam:** The Board acknowledged correspondence from Ruth Van Houten regarding the condition of Townshend Dam and, with a draft letter proposed by the Planning Commission, discussed those conditions and the failure of the U.S. Government to fulfill its obligations to fairly reimburse Townshend's tax losses.

**Grant Applications:** Following discussion, Martin made a motion: **To authorize Hunt to fill out and submit the newly-required forms requesting Payment in Lieu of Taxes, Current Use reimbursement, Reappraisal funds, Equalization Study funds and Lister Education funds from the State of Vermont**, seconded by Wright and carried by those present.

**Town Common Use:** Wright made a motion: **To approve a request for the use of the Town Common on September 12, 2015**, to hold a wedding ceremony, seconded by Martin and carried by those present.

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

**11. Executive Session:** Martin made a motion: **To find that premature public disclosure of pending litigation in the case of Derry vs Townshend, et al, would put the Townshend Select Board at a substantial disadvantage because to do so would reveal its legal strategy**, seconded by Wright and carried by those present.

Martin then made a motion: **To enter into Executive Session at 8:35 p.m. under 1 V.S.A. 313(a)(1)(f) to discuss pending litigation**, seconded by Stowell and carried by those present.

The Select Board returned from Executive Session at 8:50 p.m. and, as a result, Hege informed members that following the Mediation Hearing on September 2, 2015, she was confident that this case was settled.

**12. Meeting Schedules:** Regular Meeting: September 21, 2015, at 6:00 p.m.

**13. Adjournment:** Stowell made a motion: **To adjourn at 9:00 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt