

approved: 02/15/16

TOWNSHEND SELECT BOARD

Meeting Minutes February 1, 2016

Present: Kathy Hege; Robert Wright; Irvin Stowell

In Attendance: Joe Daigneault; Richard Melanson; Craig Hunt

1. Call To Order: Hege called the meeting to Order at 6:10 p.m.

2. Approval of the Minutes: Stowell made a motion: **To approve the Minutes of January 18, 2016**, seconded by Wright and carried by those present with one abstention.

3. Additions and Deletions: Added to New Business was acceptance of a donated fire truck and certification of the 2015 Grand List. Deleted were discussions about the publication of Notices, a new Class IV road policy and current year budget.

4: Reports: Highway Department Report: Hege reported that Bostrom had delivered a list of culverts that had been replaced in completion of that requirement for a Network Inventory.

Hege reported discussing with Bostrom the need for a metes and bounds survey of the Townshend Dam Road culvert, replaced in 2012, to satisfy the Army Corp of Engineers' need for a permanent easement.

Law Enforcement Report: None at this time.

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

Treasurer's Report: Daigneault reported that the General Fund checking account held a balance of \$716,564 and that 2nd quarter taxes were beginning to be received.

Stowell made a motion: **To sign the TA-65 paving completion form for release of the \$129,404 State grant funds**, seconded by Wright and carried by those present.

5. Warrants: Wright made motions to approve the following Warrants, all seconded by Stowell: **02011 Payroll \$11,303.22**, carried by those present.

02012 Deductions \$4,908.63, carried by those present.

02013 Highway Fund \$17,009.45, carried by those present.

Hege made a motion: **To amend Warrant 02013 to \$13,379.40, on the recommendation of Bostrom to withhold payment for replacement road signs**, seconded by Stowell and carried by those present. The motion, **To approve Warrant 02013 in the amount of \$13,379.40**, was carried then by those present.

02014 Equipment Fund \$1,178.54, carried by those present.

02015 General Fund \$165.17, carried by those present.

02016 Equipment Fund \$504.80, carried by those present.

02017 General Fund \$22,233.15, carried by those present.

02018 Highway Fund \$850.90, carried by those present.

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

7. Correspondence: The Board acknowledged receipt of a calendar of events from Grace Cottage Hospital.

8. Old Business: Knox Box Policy: Hege reported that the full Board needed to discuss this, once a draft policy had been provided by Townshend's Emergency Management Director.

Land Sales: The Board was updated on the completed transfers for the two municipal properties sold at auction earlier in the year.

Unemployment Hearing: Hege and Hunt updated the Board with the status of an unemployment claim, subsequent to an Appeal Hearing held on January 25, 2016.

Hazard Mitigation Policy: The Board briefly discussed Townshend's draft Hazard Mitigation Policy and Wright made a motion: **To adopt Townshend's Hazard Mitigation Policy.** The motion failed for lack of a second.

Town Meeting Lunch: The Board briefly discussed suggestions received by members of the public for lunch service during the 2016 Town Meeting, but as none were definitive, Stowell made a motion: **For the Select Board to deliberate no further on the provision of lunch at Town Meeting unless a qualified volunteer offers to provide it**, seconded by Wright and carried by those present.

9. New Business: Town Meeting Warning: Hege briefed the Board on the receipt of a 1977 fire truck from Plymouth, Massachusetts, donated to the Townshend Fire Department. Stowell then made a motion: **For the Select Board to accept the gift of a 1977 International 4X4 fire truck for use by the Townshend Fire Department**, seconded by Wright and carried by those present. Hunt was then asked to send a letter of appreciation.

Windham Regional Commission Contract: Following discussion of a letter of request received from the Planning Commission, Stowell made a motion: **To change the expiration terms on the contract with the Windham Regional Commission for assistance in preparation of the new Town Plan from February 1, 2016, to June 30, 2016**, seconded by Wright and carried by those present.

Certification of the Grand List: Stowell made a motion: **For the Select Board to sign the Listers Certification of the 2015 Grand List**, seconded by Wright and carried by those present.

Gazebo Repairs: Following brief discussion about the damage incurred to Townshend's gazebo during an accident on January 22, 2016, Stowell made a motion: **To find that premature disclosure of insurance claims procedures would place the municipality at a significant disadvantage if certain information was made public**, seconded by Wright and carried by those present.

Stowell made a motion: **For the Select Board to enter into Executive Session at 7:07 p.m. with Hunt under 1 V.S.A. 313-a-1-e for discussion of possible litigation**, seconded by Wright and carried by those present.

The Board returned from Executive Session at 7:13 and, as a result, Stowell made a motion: **To instruct Hunt to solicit three bids for repair of the gazebo and continue working with Townshend's insurance carrier toward satisfactory resolution of this matter**, seconded by Wright and carried by those present.

Route 30 Transit Study: The Board briefly discussed the potential costs to the Town if proposals for a bus service are adopted from the, "Route 30 Transit Study." Hunt was instructed to get a final draft of the study and a multi-year projection of Townshend's costs.

10. Other Business: None at this time.

11. Meeting Schedules: Regular Meeting: February 15, 2016, at 6:00 p.m.

Pre-Town Meeting: February 22, 2016 @ 6:00 p.m.

12. Adjournment: Stowell made a motion: **To adjourn at 7:24 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt