

approved: 05/09/17

TOWNSHEND SELECT BOARD

Special Meeting Minutes

May 2, 2017

Present: Kathy Hege; Robert Wright; Will Bissonnette; Irv Stowell; Steve Frisk

In Attendance: Craig Hunt

1. Call To Order: Hege called the meeting to Order at 6:00 p.m.

2. Highway Foreman Job Description: Bissonnette made a motion: **To adopt the job description for the Highway Foreman, as drafted**, seconded by Wright and carried by those present. Hunt was instructed to provide a copy to Bostrom and have him acknowledge receipt.

3. Governance Committee Charge: Hege made a motion: **To formally adopt the Select Board's charge to the Governance Advisory Committee, as follows:** *"The Governance Advisory Committee of the Select Board is hereby charged with identifying the major deficiencies within the current Town of Townshend governance structure, researching possible solutions to those issues such as instituting a position of Town Manager or Town Administrator, and documenting any legal barriers that might impact the Select Board's presentation of options to the voters of Townshend. The Committee shall present its findings to the Select Board at which time the Board may further charge the Committee with developing a job description for a specific position*, seconded by Bissonnette and carried by those present. Hunt was then instructed to forward a copy of this action to members of the Governance Advisory Committee.

4. Correspondence: Hunt relayed an offer by the Windham Solid Waste Management District to provide recycling roll-off containers after July 1st, and requested that towns indicate how many they would like to have held prior to May 5, 2017. Since there is no commitment, Hunt was instructed to ask for three recycling containers for paper, cardboard and mixed container repositories and three additional for the change-out of these.

5. Highway Financial Statement and Road Standards Certification: Stowell made a motion: **To sign and submit the 2017-18 Highway Financial Statement, TA60, as prepared**, seconded by Bissonnette and carried by those present. Bissonnette then made a motion: **To sign and submit the 2017-18 Road Standards Certificate**, seconded by Frisk and carried by those present.

6. Executive Session: Bissonnette made a motion: **To find that premature disclosure of attorney/client correspondence would put the Town at a disadvantage if made public**, seconded by Wright and carried by those present.

Bissonnette then made a motion: **To enter into Executive Session at 6:20 p.m. to discuss attorney/client correspondence under 1 V.S.A. 317 c 4**, seconded by Wright and carried by those present.

The Select Board returned from Executive Session at 7:00 p.m. and, as a result, Bissonnette made a motion: **To have Hunt instruct Townshend's municipal attorney to begin eviction proceedings against Lisa Johnson, et al, so that the Town of Townshend might take clear possession of properties in West Townshend bought at Tax Sale in April 2016**, seconded by Stowell and carried by those present.

7. Other Business: None at this time.

8. Meeting Schedule: Regular Meeting: May 9, 2017 at 6:00 p.m.

9. Adjournment: Stowell made a motion: **To adjourn at 7:02 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt