

approved: 07/11/17

TOWNSHEND SELECT BOARD

Meeting Minutes

June 27, 2017

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

In Attendance: Joseph Daigneault; Kurt Bostrom; Richard Melanson, (BCTV); Craig Hunt

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

2. Approval of the Minutes: Stowell made a motion: **To approve the Minutes of June 13, 2017**, seconded by Bissonnette and carried by those present.

3. Additions and Deletions: To Correspondence, letters from Dr. Linder and Walter Meyer were added.

4. Warrants: Wright made motions to approve the following Warrants.

62701 Payroll \$ **9,294.49**, seconded by Frisk. Following discussion about call-outs for tree cutting, the motion carried by those present.

62702 Payroll Taxes \$ **3,766.04**, seconded by Frisk and carried by those present.

62703 General \$ **18,694.60**, seconded by Stowell and carried by those present.

62704 General \$ **2,764.39**, seconded by Bissonnette and carried by those present.

62705 Highway \$ **1,600.00**, seconded by Frisk. Following discussion about professional tree cutting services, Bostrom was instructed to speak with the contractor and the motion Failed to carry and by those present.

62706 Highway \$ **209.14**, seconded by Stowell and carried by those present.

62707 Highway \$ **965.26**, seconded by Bissonnette and carried by those present.

62708 Equipment \$ **1,175.46**, seconded by Frisk and carried by those present.

62709 General \$ **830.59**, seconded by Frisk and carried by those present.

62710 Highway \$ **78.78**, seconded by Frisk and carried by those present.

62711 Equipment \$ **34.25**, seconded by Frisk. Following discussion about a missing receipt for gasoline, the motion Failed to carry by those present.

62712 General \$ **9,282.46**, seconded by Stowell and carried by those present.

5. Reports: Highway Report: Bostrom informed the Board that Townshend's Network Inventory, being done with the professional assistance of the Windham Regional Commission and a State of Vermont grant, was still un-scheduled, though supposedly still going to be done this summer. Townshend's compliance with the State's Inventory mandate is now two-years past due and costing the Town an extra 10.0% in matching funds on all grants received. The Windham Regional Commission, which was instrumental in securing the State grant, intended on having the inventory completed this Spring, but apparently has been too busy assisting other towns with which they've contracted.

Bostrom reported that the amount of magnesium chloride which Townshend uses to treat unpaved roads does not create any environmental problems.

The Board discussed the culvert replacement on Oakwood Cemetery Road and work being done to clear the drainage swale across Christina Angell's property.

Bissonnette made a motion: **To solicit bids for the 2017 Grafton Road paving project**, seconded by Wright and carried by those present. Hunt was instructed to have a request for paving bids published in the newspaper and arrange with Bostrom for a contractors meeting for review of the project.

Frisk reminded Bostrom that Highway Department employee evaluations had been requested before and should have been completed prior to the end of the fiscal year. Bostrom said that he'd turn them in.

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

Treasurer's Report: Daigneault reported that the General Fund checking account held a balance of \$750,544.85.

A request from the Library Trustees to reserve any surplus funds from FY2017 for maintenance projects in FY2018 was considered by the Board. Stowell then made a motion: **To reserve the surplus, once known, from the FY2017 Townshend Library tax allocation for expenses in FY2018**, seconded by Bissonnette and carried by those present. Hunt was instructed to notify the Library Trustees of the final figure and make sure that the Trustees knew of their responsibility to solicit bids from qualified, fully-insured contractors for the Select Board to review.

A request from the Townshend Volunteer Fire Department to reserve any surplus funds from FY2017 for the purchase of safety equipment in FY2018 was discussed. Bissonnette made a motion: **To reserve the FY2017 Townshend Fire Department surplus tax funds, once known, for the purchase of safety equipment**, seconded by Frisk and carried by those present, with one abstention.

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

7. Correspondence: The Board discussed a request from the Townshend Historical Society to briefly close State Forest Road at Scott Bridge on July 23rd for bridge restoration ceremonies. Hunt was asked to follow up with the Historical Society for clarification of the purpose for the closure.

A letter from Dr. Linder was received expressing gratitude for the success of the Spring Into Health event sponsored by Grace Cottage Hospital.

A letter was received from Walter Meyer expressing concern about the new transfer station policy that limits access to the recycling bins to residents, barring commercial business. Hunt was asked to write to Meyers and explain the policy.

8. Old Business: Job Description: Bissonnette made a motion: **To approve the proposed transfer station job description, as presented**, seconded by Frisk and carried by those present.

Governance Study Committee: The Board briefly discussed the findings of the Governance Study Committee. Hege noted that no recommendations were actually presented to the Select Board by the Committee. Bissonnette agreed to try to coordinate a joint meeting of the Committee members with the Select Board.

9. New Business: Tobacco Policy: After discussion, Wright made a motion: **For the Select Board to approve the Townshend Smoking Policy, as presented by Hunt and modified by the Board**, seconded by Bissonnette and carried by those present. Hunt was instructed to post the policy for the required period of public review.

State Police Contract: Stowell made a motion to contract with the Vermont State Police for law enforcement services in FY2018 for an amount not to exceed \$20,000.00, seconded by Frisk and carried by those present.

Windham County Humane Society Contract: Bissonnette made a motion: To contract with the Windham County Humane Society for animal care and control services, seconded by Frisk and carried by those present.

10. Other Business: None at this time.

11. Meeting Schedule: Regular Meeting: July 11, 2017 at 6:00 p.m.

12. Adjournment: Stowell made a motion: **To adjourn at 8:22 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt