

approved: 9/12/17

## TOWNSHEND SELECT BOARD

### Meeting Minutes August 22, 2017

**Present:** Kathy Hege; Robert Wright; Steve Frisk; Irv Stowell; Will Bissonnette  
**In Attendance:** Joseph Daigneault; Principal Bob Thibault, L&G; Superintendent Bill Anton, WCSU; Principal Craig Roach, TES; Chief Glenn Beattie, TFD; Richard Melanson, (BCTV); Craig Hunt

- 1. Call To Order:** Hege called the meeting to Order at 6:05 p.m.
- 2. Approval of the Minutes:** Stowell made a motion: **To approve the Minutes of August 8, 2017**, seconded by Bissonnette and carried by those present.
- 3. Additions and Deletions:** Added to Old Business was Transfer Station and to Other Business, Tax Sale Property.
- 4. Highway Report:** Hege and Frisk each wanted noted for the record that Bostrom's absence at the meeting was not acceptable. For Bostrom, Hunt reported:
  - that Bazin Brothers would begin the Grafton Road paving project this week;
  - that Bridge 42 bid invitation packages were prepared and a contractor's site meeting was scheduled for August 28<sup>th</sup> at 9:00 a.m.;
  - that an estimate of about \$3,000.00 for replacing the glass on the loader had been received, but that didn't include installation labor. The Town's insurance will cover the costs, less the \$1,000.00 deductible on the policy;
  - that Bostrom had stated that D&E Tree Service cut trees on Thursday, August 17<sup>th</sup> and he was pleased with their work;
  - that Bostrom didn't yet know when the Windham Regional Commission would begin the erosion study and infrastructure inventory for Townshend.

**Town Clerk's Report:** The Board reviewed the Town Clerk's cash journal reports from the prior weeks and Frisk questioned why there wasn't any dog license revenue, subsequent to issuing a Warrant to the Constable to collect delinquent fees, or seize animals.

**Treasurer's Report:** Daigneault reported that the General Fund checking account held a balance of \$1,022,993.10.

- 5. Warrants:** Wright made motions to approve the following Warrants:  
**082201 Payroll \$8,286.18**, seconded by Frisk and carried by those present.  
**082202 Taxes \$3,419.36**, seconded by Frisk and carried by those present.  
**082203 Hgwy \$1,000.00**, seconded by Frisk and, following discussion about needing more information from Bostrom about tree cutting, failed to carry by those present.  
**082204 General \$3,301.34**, seconded by Frisk and, following discussion about needing more information from Bills for a reimbursement, the motion was amended to: **\$3,250.74**, and was carried by those present.  
**082205 General \$ 43.10**, seconded by Frisk and carried by those present.  
**082206 Hgwy \$1,068.22**, seconded by Frisk and, following discussion about needing more information from Bostrom about the use of flaggers, the motion was amended to **\$ 308.22**, and was carried by those present.  
**082207 Equip \$ 693.62**, seconded by Stowell and carried by those present.

**6. Members of the Public:** Bob Thibault, Principal at Leland & Gray, Bill Anton, Superintendent at Windham Central Supervisory Union and Craig Roach, Principal at Townshend Elementary School were welcomed. Thibault, Anton and Roach had requested the meeting to introduce themselves to the Select Board and help forge a good working relationship with the municipality. Lengthy discussion ensued about the shared environs of Townshend Village and parking access, traffic and pedestrian safety issues. In particular, use of Common Road and whether travel might be made one-way during drop-off and pick-up times at Townshend Elementary School was focused upon.

**7. Correspondence:** Hege read a request for a handicap parking sign from Eddie Benoit of the Townshend Congegational Church and, following discussion, Wright made a motion: **To provide a handicap parking sign to the Townshend Congregational Church with a letter stating that a handicap parking place was not being formally established by the Town. Use of the sign to reserve a parking place was to be the responsibility of the Church only on a temporary, as needed, basis**, seconded by Frisk and carried by those present.

Hege read correspondence from Ross Evans again requesting a resolution of sediment washing into the fire pond on his property and asking the Select Board to explain the existence of a ditch crossing an access road.

Hege summarized discussions held on August 10, 2017, at a Select Board workshop with members of the Governance Study Committee and the public, and then read correspondence received from the Study Committee recommending that a consultant from the Vermont League of Cities and Towns attend a meeting to answer questions and present information to the Select Board and the Town. Following discussion, Wright made a motion: **To contract with VLCT for a representative to consult with the Select Board and the public about options for changing Townshend's governmental structure**, seconded by Bissonnette and carried by those present.

**8. Old Business: Transfer Station:** Hege reported having heard that recycling bins were being used when the Transfer Station was closed by residents cutting the zip ties that keep the access doors on the containers shut. Hunt informed members that a Stop sign was being put out on days when the facility was closed and that banners had been posted stating the operational hours and that use of the facility was limited to Townshend residents with permits.

**9. New Business: Town Report:** Hunt informed the Board that Cynthia Davis had volunteered to serve on the Town Report Committee. Board members accepted her offer with appreciation.

**Employee Evaluation Forms:** Frisk made a motion: **For the Town to adopt the standardized employee evaluation form reviewed at the last meeting**, seconded by Wright and carried by those present.

**Townshend Fire Department:** Glen Beattie was welcomed and informed the Select Board that he had been elected Chief of the Townshend Volunteer Fire Department.

**Town Common Use Policy:** Board members began general discussion about components to be included in a policy regulating use of the Town Common.

**10. Other Business: Tax Sale Property:** Hunt was requested to get an update on the status on municipal possession of the Johnson tax sale property in West Townshend from the Town's attorney.

**11. Executive Session:** Hege made a motion: **For the Select Board to enter Executive Session at 8:15 p.m. under 1 V.S.A. 313a3 to evaluate an employee**, seconded by Bissonnette and carried by those present.

The Board returned from Executive Session at 8:35 p.m., and, as a result, no action was taken.

**12. Meeting Schedule: Regular Meeting:** September 12, 2017 at 6:00 p.m.

**13. Adjournment:** Wright made a motion: **To adjourn at 8:36 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt