

approved: October 10, 2017

## **TOWNSHEND SELECT BOARD**

### **Meeting Minutes**

**September 26, 2017**

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

**In Attendance:** Joseph Daigneault; Kurt Bostrom; 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:** Bissonnette made a motion: **To approve the Minutes of September 12, 2017**, seconded by Wright and carried by those present.

Stowell made a motion: **To approve the Special Meeting Minutes of September 19, 2017**, seconded by Bissonnette and carried by those present, with one abstention.

**3. Additions and Deletions:** None at this time.

**4. Highway Report: Windham Regional Commission:** Bostrom reported he had been unable to connect with Jeff Nugent regarding the Municipal General Grant survey that the Windham Regional Commission was contracted for. Hunt reminded the Board that the State grant award letter from Alan May in June 2016 stated that the grant would expire at the end of October 2017. Discussion ensued and Bostrom said that Townshend's mandatory Network inventory, which WRC was going to also assist with, was due to expire at the end of December.

By general consensus, the Board agreed that it was already too late for the Windham Regional Commission to survey town roads and ditches and study hydrologic problems to help Townshend prepare a multi-year capital expenditure plan in the next few weeks.

**Mowing:** Bostrom reported hearing that Bruce Orchitt was no longer mowing roadsides and said that Jake Beattie would be interested. Hunt was asked to speak with Jake Beattie.

**Paving:** Bostrom was asked and said that he had not yet received the asphalt delivery sheets from Bazin Brothers for the 2017 paving project on Grafton Road.

**Plumb Road:** Bostrom reported that the Plumb Road bank stabilization project, being paid for with a grant from 2016, had begun.

**Loader:** Stowell and Bostrom had looked over the specifications of different front end loaders that Townshend could purchase and Hunt was asked to solicit bids from Deere, Case and Caterpillar.

**Winter Salt:** Following brief discussion, Stowell made a motion: **To authorize the purchase of up to 450 tons of winter salt from American at a price not to exceed \$71.32 per ton, delivered,** seconded by Bissonnette and carried by those present. Hunt was instructed to contract with American for the purchase of winter salt.

**Winter Sand:** Bostrom said that he had called for quotes on sand, but had not yet received pricing.

**Unifirst:** Hege and Hunt reported to the Board that the weekly pricing from Unifirst for Highway Department uniforms had increased from \$65.00 a year ago to more than \$82.00. Frisk made a motion: **To instruct Hunt to contact Unifirst and eliminate charges for almost everything non-uniform related and see if better terms for service could be negotiated,** seconded by Bissonnette and carried by those present.

**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 \$1,032,932.85 with \$28,793.25 in the Sweep account.

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

**092601 Payroll \$ 8,072.80,** seconded by Frisk and carried by those present.

**092602 Taxes 3,420.23,** seconded by Stowell and carried by those present.

**092603 General 1,868.52,** seconded by Frisk and carried by those present.

**092604 Highway 76,746.26,** seconded by Frisk and, following discussion about not having tonnage slips from Bazin Brothers, amended by Frisk to: **\$256.34,** seconded by Biaaonnette and carried by those present.

**092605 Highway 82.97,** seconded by Frisk. Following discussion about the new and higher charges from Unifirst, Stowell made a motion: To table this Warrrant until further information is available, seconded by Bissonnette and carried by those present.

**092606 Equipment 669.50,** seconded by Bissonnette and carried by those present.

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

**7. Correspondence:** Hege read a letter received from Bob Silver complaining of possible pollution at Stone's property in West Townshend. Bissonnette made a motion: **To have Hunt contact Townshend's Health Officer for an investigation of the matter**, seconded by Stowell and carried by those present.

**8. Old Business: Common Road Policy:** Hunt was asked by the Board agreed to contact VTrans regarding the requirements of making Common Road a one-way road and designating it for salt reduction.

**9. New Business:** Hege and Hunt provided the Board with an update on the Johnson tax sale property.

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

**11. Executive Session:** Hege made a motion: **To find that premature disclosure of information pertaining to civil litigation would put the Town at a disadvantage were it to be made public**, seconded by Bissonnette and carried by those present.

Bissonnette then made a motion: **For the Select Board to enter Executive Session at 7:10 p.m. under 1 V.S.A. 313a1e to discuss pending litigation**, seconded by Frisk and carried by those present.

The Board returned from Executive Session at 8:40 p.m., and, as a result, no action was taken.

**12. Meeting Schedule: Special Governance with VLCT:** Oct. 3, 2017 @ 5:30 p.m.  
**Regular Meeting:** October 10, 2017 @ 6:00 p.m.

**13. Adjournment:** Wright made a motion: **To adjourn at 8:42 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt