



## TOWN OF TOWNSHEND

Selectboard  
PO Box 121 Townshend, Vermont 05353

### Selectboard Meeting Agenda

**June 28 2022 6:00 PM**

Townshend Town Hall  
and Zoom Virtual Meeting if possible

**Approved: 7/12/2022**

**Present:** Sherwood Lake, Rob Wright, Katie Marrow, Rob Swiger, Steve Frisk

**In Attendance:** Galen Robinson - BCTV Tech, Connie Holt

1. **Meeting Call to Order:** Lake calls the meeting to order at 6:00pm
2. **Approval of Minutes:** Swiger makes a motion to approve the June 14, 2022 Selectboard meeting minutes. Frisk seconds the motion. Motion carries 5-0-0.
3. **Additions and Deletions:**
  1. Additions - New Business: Open the rock crushing bids.
4. **Members of the Public:** Laura Richardson asks the Board if they are going to open up for discussion, with residents, how to use the ARPA money. Lake replies that first the Board will use the money on issues in town that could alleviate some of the tax burden on the residents. After that the Board can put out requests for ideas for the remaining balance. Lake further states that any project will be a non-discretionary fund project. The project needs to benefit the greatest number of people. Not individuals. Laura raises the idea of a transportation fund for town residents. Lake replies that that is a discretionary project and therefore would not work.
5. **Correspondence:** None
6. **Warrants:** Wright makes a motion to pay warrants 1 - 5;

|                    |                    |
|--------------------|--------------------|
| Payroll:           | \$10,619.10        |
| Payroll Taxes:     | \$4,091.20         |
| General Fund:      | \$6,197.51         |
| Highway:           | \$883.65           |
| Highway Equipment: | \$1,642.19         |
| <b>Total:</b>      | <b>\$23,433.65</b> |
7. **Reports:**
  1. **Highway:** Frisk reports that the highway department is doing the ongoing summer maintenance of clearing culverts, inlets and outlets. The crew has changed

some culverts and will be doing more. Finally, there is a candidate for the open highway crew position.

2. **Treasurer:** Lake gives the Treasurer report. He reports that the General Balance after all obligations have been met is \$3,481.00. Closing out the year, the balance should be as close to zero as possible. The current amount in the municipal investment fund is \$507,945.60 and \$30,000.00 in the checking account.

3. **Town Clerk:** Lake directs the attention of the Board to the Town Clerk's newly formatted report. The new format is to make the report more user friendly. From June 1st through June 15th, \$639.50 was collected in checks, \$253.60 was collected in cash and \$167.00 was collected in credit card payments.

4. **Chair:** Lake reports that there was a meeting, the previous Friday, with the Executive Director of VLCT. It was an informative meeting. In addition to Lake, Marrow, Swiger, Connie, Ellenka, and Elaine were in attendance.

#### 8. **Old Business:**

1. **Sullivan and Powers contract:** Lake asks the Board if they have any questions or concerns about the scope of work outlined in the Sullivan and Powers contract. The Board did not have any. Frisk makes a motion to accept the Sullivan and Powers contract. Wright seconds the motion. Motion carries 5-0-0. The Selectboard authorizes the Chair to sign on their behalf.

2. **Windham County Humane Society contract:** Lake reiterates the question that was outstanding from the previous Selectboard meeting; who sets the reclaiming fee? The town has set the claiming fee at \$30.00. If we change the amount it will effect other towns. The Selectboard agree that the \$30.00 fee is acceptable. Lake makes a motion to accept the Windham County Humane Society contract for fiscal year 2023. Frisk seconds the motion. The motion carries 5-0-0.

3. **Signing the Sub-Recipient Agreement for the July 29, 2021 storm damages:** Lake runs through the amount of the FEMA Storm Damage Reimbursement now coming through the State of Vermont. Wright makes a motion to accept the Storm Reimbursement Agreement or the Sub-recipient Agreement for the 7/29/21 storm. Frisk seconds the motion. The motion carries 5-0-0.

#### 9. **New Business:**

1. **Town Hall Use Request:** Lakes reports that Charlie Marchant requests the use of Town Hall for a Cemetery Commission meeting on 9/24/22 8:30am to 3pm. Lake asks the Board if there are any objections or concerns about this request. There are none. Lake asks the Board for the authority to sign on their behalf. The Board approves the Chair authorizing. Wright makes a motion to permit the Cemetery Commission to use the second floor. Frisk seconds the motion. Motion carries 5-0-0.

2. **Town Common Use Request:** Pumpkin Festival: Lake reports that Townshend Elementary School requests the use of the Commons on 10/15/22 all day for the Pumpkin Festival. Lake asks the Board if they have objections or concern over the request. The Board has none. Lake asks the Board to authorize him to sign on their behalf. The Board gives him the authority. Lake makes a motion to accept the request to use the commons for the pumpkin festival. Motion carries 5-0-0.

3. **Rock Crushing Bids:** Frisk opens and reads the bids for the town pit rock crushing. The first bid is Hunter Excavating for \$39,000.00. The second bid is Bazin Brothers for \$38,800.00 for the same scope of work. Wright makes a motion to accept the Bazin Brothers rock crushing bid of \$38,800.00. Marrow seconds the motion. Motion carries 5-0-0.

10. **Executive Session:** Personnel Issue VSA 313(B): Lake states that there will no report coming out of the executive session.

11. **Next Regularly Scheduled Meeting:** Tuesday, July 12, 2022

12. **Adjournment:** Wright makes a motion to adjourn. Frisk seconds the motion. Motion carries 5-0-0. Meeting is adjourned at 6:17pm.