



## TOWN OF TOWNSHEND

Selectboard  
PO Box 121 Townshend, Vermont 05353

### Selectboard Meeting Agenda

**August 23, 2022 6:00 PM**

Townshend Town Hall

**Approved: 9/13/22**

**Present:** Sherwood Lake, Rob Wright, Rob Swiger, Steve Frisk, Katie Marrow (via ZOOM)

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

1. **Meeting Call to Order:** Lake calls the meeting to order at 6:00pm.
2. **Approval of Minutes:** Wright makes motion to approve the August 9, 2022 Selectboard meeting minutes. Frisk seconds the motion. Motion carries 4-0-0.
3. **Additions and Deletions:** Lake announces the additions to the agenda.  
New Business 9.3: Town Hall Use request
4. **Members of the Public:**
  1. **Grace Cottage Hospital update on ER renovations:** Andrea Seaton and Doug DiVello describe the renovation to the hospital Emergency Room. They also update the Selectboard on the progress of the fundraising. They request a letter of support from the Selectboard to help them secure a grant. After describing the renovation they confirmed that there will be no disruption to services during the renovations.
  2. **West Townshend Stone Arch Bridge Project:** Charlie Merchant updates the Selectboard on the Historical Society receiving congressional funds of \$221,000.00 for the preservation project. Charlie states that with this grant the funding is much further along but the project is not yet fully funded. He reiterates that this project will not happen if we can not raise the funds. While the grant has been awarded to the Townshend Historical Society, the owner of the bridge is the Town of Townshend. Therefore, there are a few requirements of the town in order to receive the grant money.

The Townshend Historical Society is requesting from the town a letter of consent, an easement covenant, and the appointment of town representatives to the project management committee. Finally, Charlie reports that the surface of the road and the bridge parapets are not part of the project. They are the responsibility of the Town.

Marrow points out that she is the secretary of the Townshend Historical Society and asks if any of the Selectboard oppose her voting on this issue. None of the Selectboard oppose Marrow voting. Wright makes a motion to accept the project. Frisk seconds the motion. Motion carries 5-0-0. Lakes suggests that he attends the management meeting on September 7th to see what they are looking for. He states that the Selectboard should have two representatives on the committee, but Rob and Katie are new to this. He suggests that if anyone is interested we can take it up after the meeting.

**3. Plowing All of East Hill Rd during the winter:** Orin Stiles requests that the Town plow the Harmonyville end of East Hill all the way through during the winter. Steve Frisk comments on the cost of sand and the negative impact on the highway department budget. He states it is not an issue of time; it is an issue of sand. Lake adds that the problem is that the cost of sand has skyrocketed and has really hit the budget hard. Stiles comments on the town receiving money from the state twice to repair the road for emergency purposes and to continue ditching. Lake points out that the federal gov't and the state has paid and is paying for all of the repairs. The budget is extremely tight. We can take it up during the next budget cycle in order to factor it into the budget. Swiger requests the cost to plow this portion of East Hill for the winter. Frisk responds that he can not predict the weather which would determine the cost. Wright says he sees the positives and the negatives. Stiles points out that every winter he pulls out people who try to go down that portion of the hill. He comments that the town is already plowing the steepest part of the road and that it may be easier for the plots to come down the hill rather than up the hill. Frisk asks if anyone knows why that portion has never been plowed. Stiles replies that prior to the first repair the road was steeper. Now it is wider and the grade is less steep.

Lake gives two options for the Selectboard; 1. Put a motion out and vote on it tonight or 2. Table the issue in order to review the cost. Stiles states this issue effects 6 houses on East Hill and asks if he should get a petition signed by the residents. Lake says that is not necessary. Swiger states that he is not prepared to vote until he sees some financials. Frisk says he can try to put some numbers to it. He adds that his budget was built on sand being \$16.00 per yards and now sand is above \$24.00 per yard and that does not even include salt. That cost has to still be determined. The issue is tabled until further review.

**4. Bob DeSiervo with two issues:**

a. Fire Marshall inspection: DeSiervo, on behalf of the Planning Commission, suggests to the Selectboard that the alarm system be inspected because when the Fire Marshall was here in July he said it has not been inspected since 2018 and \$500.00 fine each year. The Fire Marshall also raised a few other issues that the planning commission does not fully understand so we are putting together a report for the Selectboard and try to address the ADA in phases. Lake comments that he never asked for a plan in phases, he asked for a plan to come up with the money. DeSiervo states that he understands what Lake is saying but the Fire Marshall told him to go on the website and see how much it costing towns that are being sued to have the ADA requirements built into their buildings. It should have been done on this building along

time ago and where the money comes from is a question. Maybe there are some grants available. Wright asks if the Planning Commission has looked into the grants. DeSiervo states that they need to first understand what the Fire Marshall is talking about. The Planning Commission will get something to the Selectboard shortly.

b. Lack of center line on Dam Road: DeSiervo states that he travels Dam Road on a regular basis and is concerned about how people are driving that road. There used to be a center line and there is not one now. The Corp of Engineers own the Dam and the road, but the town is responsible for maintaining the road. There is a liability issue if there is no center line, because drivers are doing unsafe and weird things on that road. If there was a center line people would understand it is a road people travel everyday. Wright points out that a center line may not fix that people stop to take pictures. DeSiervo states that the center line would really direct people as to where they should be driving on the road. There was a center line at one time. Lake states that paying for it is the issue. Money in the budget is not there. Frisk says that the town does not have a way to stripe the road. Frisk requests that we review the Town Report page that lists funds. He believes there are funds under fog line paving. Wrights states that he is in agreement on poor driving on Dam Road, but believes it is on every road. DeSiervo reiterates that having a center line will be safer for all of us.

5. **Correspondence:** None

6. **Warrants:** Wright makes a motion to pay warrants 1-4;

Payroll:	\$12,322.78
Payroll taxes:	\$5,221.49
General Fund:	\$6,002.49
Highway:	\$10,594.66
<b>Total:</b>	<b>\$34,141.54</b>

Frisk seconds the motion. Motion carries 5-0-0.

7. **Reports:**

1. **Highway:** None

2. **Treasurer:** Lake gives the report. He reports that the true fund balance is \$931,715.00. The Bank Statements reports that there is \$1,124,675.69 in the Municipal Investment Fund and \$30,000.00 in the checking account.

3. **Town Clerk:** Lake gives the report. The Town Clerk reports that she brought in \$3,472.50 in fees and services.

4. **Chair:** None

8. **Old Business:**

1. **Stone Arch Bridge Project:** addressed above.

2. **Propane Contract:** Lake reiterates for the record that the board has decided to enter into a three year contract with Dead River for propane for the town garage.

3. **#2 Oil Contract:** Lake reiterates for the record that the Board has decided to enter into a one year #2 oil contract with Dead River for the Firehouse and Town Hall. The fixed price for the year is \$3.993 per gallon.

9. **New Business:**

1. **Letter from Selectboard approving partial reimbursement to Connie Holt for medical coverage:** Lake directs the Selectboard to a letter in their packet regarding a personnel issue. Lakes asks the Board to review the letter and confirm it is ok to sign. Lake makes a motion to accept the letter to the town Treasurer to ensure the employee's benefits are administered correctly. Frisk seconds the motion. Motion carries 5-0-0.

2. **.gov email addresses:** Lake purposes that to increase security the town should move to ".gov" email addresses for employees and elected officials. Swiger makes a motion to enter into agreement for ".gov" email addresses. Frisk seconds the motion. Motion carries 5-0-0.

3. **Town Hall Use request:** Lakes reports that the Townshend Historical Society is requesting the use of Town Hall on November 6, 2022. Wright makes a motion to approve the request and Frisk adds waiving of the fee. Frisk seconds the motion. Motion carries 5-0-0.

10. **Executive Session:** N/A

11. **Adjournment:** Frisk makes a motion to adjourn the meeting. Wright seconds the motion. Motion carries 5-0-0. Meeting is adjourned at 7:14pm.

**Next Regularly Scheduled Meeting:** Tuesday, September 13, 2022