



## TOWN OF TOWNSHEND

Selectboard  
PO Box 121 Townshend, Vermont 05353

### Selectboard Meeting minutes September 27, 2022 6:00 PM

Townshend Town Hall

**Approved: 10/11/22**

Present: Sherwood Lake, Steve Frisk, Rob Wright, Katie Marrow, Rob Swiger  
In Attendance: Galen Robinson - BCTV Tech, Connie Holt - SB Assistant

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 September 13, 2022 Selectboard meeting minutes. Frisk seconds the motion. Motion carries 5-0-0.
3. **Additions and Deletions:** Lake announces the additions to the agenda.
  - a. Correspondence (5a): Library Board of Trustees appointment
  - b. New Business (9c): Common Use request
4. **Members of the Public:**

Laura Richardson comes before the Board to discuss 2 items:

  1. The status of the gazebo on the Commons. A discussion ensues on where to get the funds to pay for the repair of the gazebo. Richardson raises using the funds collected from groups to use the Commons to pay for repair. Lake and Wright point out that generally the fee is waived due to the nature of non-profits requesting to use the Commons. Richardson also asks that there be money put in the budget to repair the gazebo. Richardson believes that people want the gazebo. Evans states that the structure is sound but needs some repairs. Lake suggests two options to pursue this issue; 1. Make a written request to the Selectboard for funding during this budget period or 2. Submit a petition to have it repaired and have it raised at Town Meeting.
  2. Richardson raises concerns about the maintenance of Town Hall such as the fire code, the roof, and an elevator for handicap accessibility. She asks how is the Town addressing these issues. Lake states that the estimate on those items is in the millions of dollars. Lake sees two options in the matter; 1. Spend the millions and the tax payers will not support it, or 2. Tear down the building and build a town hall that fits the needs of the town. He continues, this is a very tough issue and the Planning Commission is looking into funding. Richardson asks if VLCT helps find funding for things like that. Lake replies that they are insurance provider and track some grants. He states further that is something that someone is going to have to put a lot of time into to find funding. Richardson offers to help in any manner she can. Marrow states that there is a lot of information on VLCT's website about grants for the public to read.

Wright suggests that Richardson look at the grants, see if any apply to this project, and then bring it back to the Board. Richardson said she will give it a try.

**5. Correspondence:**

a. Library Board of Trustees appointment: Lake reads a letter from the Library Board of Trustees nominating Elizabeth Brown to the Library Board of Trustees. Wright makes a motion to appoint Elizabeth Brown to the Library Board of Trustees. Frisk seconds the motion. Motion carries 5-0-0.

**6. Warrants:** Wright makes a motion to pay warrants 1 - 9. Frisk seconds the motion. Motion carries 5-0-0.

1. Payroll:	\$11,240.81
2. Payroll Taxes:	\$5,054.45
3. General Fund:	\$10,132.36
4. Highway:	\$27,900.00
5. Highway:	\$343.29
6. Highway Equipment:	\$1,900.46
7. ARPA:	\$170.00
8. Library:	\$118.59
9. W. River Modified Union Ed:	\$633,151.53
<b>TOTAL:</b>	<b>\$690,011.49</b>

**7. Reports:**

**1. Highway:** Frisk gives report.

a. Grant for Ditching: The work has been completed and the grant has been submitted.

b. Culverts: We finished cleaning culverts inlets and outlets. Currently are changing culverts on Taft Rd.

c. Bridge 37: Town was notified on 9/21/22 that Bridge 37 on Peaked Mtn Rd had failed inspection for undermined bridge abutments. Steve met with Scott Jenson with the A&R, the State Engineer, and Mark Pickering. He states that they have come up with a repair plan. A&R has issued a permit for the repair this year. Bids have been issued and the pre-bid meeting will be this Thursday at the site. Bids will be opened at the next Selectboard meeting. Frisk met with the landowner, Scott Chase. Mr. Chase has agreed to the use of his property with two stipulations; 1, that we use the washed out area for access, and 2. He receives several truck loads of ditching material to fill in the washed out area. Lake reads a letter from the state that confirms that Townshend will commit to repair the bridge. Frisk points out that the letter needs to be signed by the Selectboard. Wright makes a motion to accept the VT Agency of Transportation emergency repair to Bridge 37 on Peaked Man Road. Marrow seconds the motion. Motion carries 5-0-0.

**2. Treasurer:** Lake gives the Treasurers' report. The Bi-Weekly Trial Balance Recap reports that the True General Fund balance is \$208,699.00. The municipal

checking account has the regular \$30,000.00, and the municipal investment is reporting over a million because it does not reflect the education payment yet. Finally, we have a run of CD's coming due: Reappraisal Fund CD, the Perpetual Care Cemetery Fund CD, and the Grace Cottage sewer CD.

3. **Town Clerk:** Lake gives the Town Clerk report. The town clerk reports an intake of \$665.70 from fees and services.

4. **Chair:** no report

8. **Old Business:**

9. **New Business:**

a. **Bridge 37 emergency repair:** Covered under the Highway report.

b. **Glen Beattie, Fire Chief, regarding new Fire Truck:** Lake asks Fire Chief Beattie to report on his letter to the Selectboard. Beattie reports that the Fire Truck Committee began in 2018 to investigate the replacement of a Fire Truck. The NFPA recommends that when frontline trucks hit 20 years they should be retired. The committee looked at using Truck 1 as a reserve truck and replacing Truck 2. Fire Truck 2 failed its pump test which makes it useless for attacking fires. It is used now basically to shuttle water. The committee looked at four options when replacing the truck:

Option 1: to purchase a new customized truck that will fit into the bay of the Firehouse.

Option 2: to raise the roof on bay 4 so that a truck with no restrictions can go in the bay.

Option 3: purchase another used truck like we did when we purchased a truck from Dummerston.

Option 4: wait until a new fire house is built.

The Fire Committee is recommending Option 1 to replace Truck #2. Beattie states our reasons for choosing this option is because raising the roof of bay 4 will be approximately the same cost as purchasing a custom built truck. Finding a used truck to purchase is very hard right now. There are none available and the prices are very inflated. Waiting until a new firehouse is built is not feasible because there are currently no plans to build one. We can not wait. Going with option 1 would mean approximately \$650,000.00 (rough estimate) for a custom built fire truck.

Wright states that raising the roof of bay 4 will address future needs. He asks why not do that? Beattie replies that raising the roof is a bandaid, because there are other problems with the Fire station that needs to be addressed. So we hopefully will be in a new building in the future. Anything we build will then have to be torn down. Frisk points out that this does not solve the issue of uncovered trucks. Beattie agrees. Frisk asks how much does the town have in funds and where do we get the rest. Lake states that there is currently \$281,566.49 in the Fire Truck Fund. Lake reports that he spoke

with VLCT who confirmed that the town can use ARPA Funds towards the purchase of a fire truck. After the two currently committed ARPA projects, of digitalizing records and cyber security, we will have about \$321,000.00. If we use the \$321,000.00 remaining ARPA funds toward the Fire Truck we will have about \$600,000.00. Frisk suggests that if at Town Meeting we commit to another \$20,000.00 raised through taxes, each year for two years, that would raise \$40,000.00. If we use the ARPA and the \$40,000.00 we will cover the cost. Beattie agrees as long as the price does not go up; do not know how much manufacturers are holding to their prices.

Lake points out that if the town does not use the ARPA funds then a 10 year bond would cost \$35,000.00 per year. He states that the ARPA Funds will ease the burden on the the taxpayers. If the Selectboard ok's this then we can get the process started. Swiger states that he believes it is very important to get started.

Wright asks about the easement on the private property. Is it to take down the building? Beattie and Lake reply that they do not remember what is in the easement about the removal of the building.

Member of the public, John Evans, raises with mutual aide do we need to upgrade our trucks? Lake responds that we need working trucks because you cannot count on there being enough trucks through mutual aide. Also, NFPA standards are used in the insurance claims. Important to follow their guidelines.

Member of the public, Laura Richardson, asks what will happen to the old fire station when a new one is built. Will the property be sold to make money? Beattie replies that it is the Town's decision.

Member of the public, Dale West, says that he believes that every town has a responsibility to maintain properly working trucks for their own town and for mutual aid. Also as a firefighter, I want a truck that will perform for my safety and the safety of my town and other towns.

Evans asks if a new truck is purchased does Truck 2 go. Lake confirms that truck 2 would be up for sale, but not worth much.

Marrow states that she supports using ARPA Funds to purchase a new truck. It represents the greatest good, which is the purpose of ARPA. Frisk makes a motion to accept the Fire Department's request. Marrow seconds the motion. The motion carries 4-0-1.

Wright makes a motion to use the ARPA Funds towards the purchase of a new fire truck. Frisk seconds the motion. The motion carries 4-0-1.

**c. Commons Use Request:** West River Valley Thrives. Frisk makes a motion to grant the use of the commons to Valley Thrives on October 5th and to waive the fee. Swiger

seconds the motion. Motion carries 5-0-0. The Board authorizes Lake to sign on behalf of the Board.

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

11. **Adjournment:** Lake makes a motion to adjourn the meeting. Motion carries 5-0-0. Meeting is adjourned at 6:53pm.

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