



# TOWN OF TOWNSHEND

Selectboard  
PO Box 121 Townshend, Vermont 05353

**Selectboard Meeting Agenda**  
**April 11, 2023 6:00 PM**  
**Townshend Town Hall**  
**and Zoom Virtual Meeting if possible**  
**Approved: 4/25/2023**

**Present:** Sherwood Lake, Rob Wright, Katie Marrow, Rob Swiger, Phoebe Connolly  
**In Attendance:** Galen Robinson -BCTV, Connie Holt - Asst to Selectboard

1. **Meeting Call to Order:** Lake calls the meeting to order at 6:02pm
2. **Approval of Minutes:** Swiger makes a motion to approve the minutes of the of the March 28, 2023 Selectboard meeting. Marrow seconds the motion. Motion carries 4-0-0.

3. **Additions and Deletions:** Lake announces the additions to the agenda.
  - a. Member of the Public: Liza Martin: drainage/ditch issue
  - b. Old Business: Establish the Paper of Record
  - c. New Business: Common Use Request: Townshend Public Library
  - d. New Business: Proposal for Dance Studio in Town Hall
  - e. Executive Session regarding personnel - VSA 313(B)

4. **Members of the Public:**
  - a. **Liza Martin:** Drainage/Ditch issue. Martin brings to the Board's attention that there is a drainage issue on her property. The drainage ditch on her property can not handle the level of water. Martin states that her neighbor reconfigured the ditch so that all the water is directed to the back of her property. She requests that either a larger culvert be installed to handle the water level and flow, or put in a second culvert beside it and to dig out and trench the drainage ditches. She believes that if another 15 feet were dug out and trenched south of her field that would make a difference in the water flow and drainage. She states that this issue is not of her doing and since there is a culvert and a ditch to dig out she believes the problem can be addressed. To recap her request she states please trench out the drainage ditches the full length of the field and extend the one on my edge of the property so the water can come out of the field.

Lake states that she should talk to Steve Frisk and he will report back to the Selectboard what he thinks should be done. Wright brings up that this issue was raised by Martin 5 or 6 years ago. The town dug out the ditches and it seemed to help. Martin said it did help, but this is different. The ditches are inadequate now. Wright makes a

motion to ask Steve to dig out the ditch where he did the last time. Have him go from that culvert north to Phoenix's property and dig that out. If it fixes the problem great; if not then we go from there with an engineering scheme. Marrow seconds the motion. Motion carries 5-0-0.

5. **Correspondence:** None

6. **Warrants:** Marrow makes a motion to approve warrants 1 - 8.

1. Payroll:	\$10,932.84
2. Payroll Taxes:	\$4,253.20
3. Special Payroll:	\$1,000.00
4. Special Payroll Taxes:	\$153.00
5. General Fund:	\$14,539.04
6. Highway:	\$1,125.00
7. Highway Equipment:	\$6,782.94
8. ARPA	\$39,257.98
<b>TOTAL:</b>	<b>\$78,044.00</b>

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

7. **Reports:**

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

a. Jeremy Zumbruski has applied to the Town Road Crew. Frisk recommends to hire Jeremy back to the road crew. Lake states that the issue will be taken up in executive session and will let him know.

b. Frisk has a job interview Thursday morning with another applicant of the third opening.

c. Grading started last week and continues this week. Tree clearing is continuing. With snow banks melting more trees are becoming exposed. This means bouncing around cutting up Brush and chipping.

d. Have been working on an RFP for the Stone Arch Bridge. Because part of the project is federally funded, the RFP is very extensive.

E. Paving Plan: Would like to pave Rt 35 from the intersection of Rt 30 up to Valley Cares. The section from Rt 30 up to Messenger Pharmacy has to be milled because the asphalt is up to the level of the side walk. If the Board approves then Frisk will put together an RFP for paving that section of road. Wright asks what the difference would be if we milled from the intersection of RT 30 all the way to Valley Cares. Frisk states that it would result in less paving because we would have to pay for more milling. Wright points out that the level of the road from messenger to Valley Cares has been brought up significantly over the years so now there is quite a jump to go from the road into driveways. Frisk agrees that the town has had to do work to lessen the transition from the road to the driveways. Lake asks if we mill all the way to Valley Cares how much would we have to cut back on the paving. Frisk replies that the problem is that the paving plants have not yet opened. When they do open, he can give a better idea of the costs.

Lake raises with Steve the email about the cross walks on Rt 30 and Rt 35 by the schools. Frisk confirms that the Town does not deal with painting Rt 30. Lake asks Frisk to take a look at it and get back to Abby Larsons.

Member of the Public, Bob Desiervo, raises a concern with Frisk about a matter that is Emergency Management related. He states that in the last storm many people could not use the roads for days. Desiervo states that in terms of emergency matters this last storm should be used to make sure it doesn't happen again. He continues that the Town has a list of mutual aid, but should also have a list of certified contractors if we are short staffed or down equipment. Desiervo states that when he was detoured through Wardsboro the roads in Wardsboro were in perfect condition. Wright informs Desiervo that a representative from Green Mountain Power is attending the 4/25/23 Selectboard meeting and that would be an opportunity to discuss with them the conditions of the roads. One tree down can create a problem because wires are down.

Wright said we are working on it. We do not have it all together yet, but between Green Mountain, the Road Crew, and Glen's crew we will figure it out. Wright believes that the first priority is get the roads open; power will come on when it can.

2. **Treasurer:** Lake gives the report. The General Fund True Balance is \$28,342.00. The M&T Banks accounts report \$1,242,516.37 in the Municipal Investment Fund, and \$30,000.00 in the checking account.

3. **Town Clerk:** Lake gives the report. The Town Clerk took in \$1,556.00 in fees and services.

4. **Chair:**

a. Announcement: Green Mountain Power Representative will be attending the 4/25/23 Selectboard meeting. Lake invites the public to attend. Wright states that residents can also send in questions or statements to Connie Holt ,but you must put your name one it.

8. **Old Business:**

a. Appointments: Lake clarifies Kathy Hege's appointment to the Board of Rescue Inc.

b. Establish the Paper of Record: Lake clarifies that in the past years the paper of record has been The Commons. Wright makes a motion to establish The Commons as the paper of record. Swiger seconds the motion. Motion carries 5-0-0.

9. **New Business:**

a. **Fire Truck RFP:** Glen Beattie, Fire Chief, appears in front of the Board to request approval of the Request For Proposal (RFP) to be sent to potential bidders for a new Fire Truck. Desiervo raises the issue of maintaining the Town's ISO rating (the fire fighting capacity of Towns). The key element in an ISO rating is water supply. If we are really concerned about ISO then focusing on water is more important. Desiervo also raises his concern about a low riding Fire Truck, due to being modified to fit our Fire Station. He raises the concern that 80% of the Town's roads are dirt which will cause a

problem for a low riding truck. He states that we should maintain the equipment we have and use the ARPA money for a water tower. Lake clarifies that the ARPA can be used for a new fire truck. Lakes continues to point out that the truck failed its pump test and would cost \$60,000.00 to fix. Richardson, member of the public, asks Beattie if this modified fire truck will be able to get out to all the places in town. Beattie says depends on the conditions of the roads. Until the town receives the bids we do not know the ground clearance.

Connolly asks if there is price difference between a standard truck and a custom made truck. Beattie responds that it is more expensive. Beattie clarifies that while the ISO rating is discussed every year, it is the APA's recommendation that a front line fire truck be replaced every 20 years.

Lake clarifies that nothing is set in stone. This RFP requests bids nothing more. In answer to Richardson's question, if the town decides not to go with the bids the ARPA Funds can be used for something else as long as it falls in the federal timeline.

Wright states that no matter the clearance of the truck the fire department will do what it take to fight fires. Wright continues that buying this Truck brings our fire department in line with what we need to be a fire department, and half of it is being paid for through ARPA.

A discussion ensues of why the town voted against funding and building a new fire house. Beattie states that the voters did not want to take out a loan to build a new fire house because they would not know what the impact would be on their taxes. So it was never built. Lakes state that is similar to the new truck. In looking at the impact of the interest on a bond or a loan it is much cheaper to purchase out right.

Desiervo responds to Wright saying that he wants the volunteer fire fighters to have the right equipment; that is not going to be the best equipment. Desiervo is concerned about what compromises we are making to fit a truck into this fire house.

Lake recuses himself from the vote because he is on the Fire Truck Committee. Wright makes a motion to accept the Request For Proposals (RFP). Marrow seconds the motion Motion carries 3-0-2.

**b. Local Emergency Management Plan Approval:** Lake states that annually the Town is required by the State of Vermont to produce and adopt an emergency management plan in order to be eligible for funding in the case of disasters. The plan involves delegation of authority, provide documents, authorizing to spend up to \$15,000.00. It is not a word for word detail of what we are doing in an event since every event is different. Marrow makes a motion to adopt the Emergency Management Plan. Wright seconds the motion. Motion carries 5-0-0.

Desiervo mentions that the Emerald Ash Bore Beatle has been found in VT. All these trees lining the side of the road will fall. Wright points out that 9% of the tress in VT are ash trees. He states that the train of thought is to cut the mature trees and leave the young trees and see what happens. Richardson agrees with that point of view. Desiervo states that some towns haves gotten tree crews to cut the crown and then leave the rest of the tree for the road to handle at their leisure.

c. **Common Use Request:** Townshend Public Library requests the use of the Commons on July 12th, 9:30 - 12pm. Marrow makes a motion to approve the request and to waive the fee. Wright seconds the motion. Motion carries 5-0-0.

d. **Proposal for Dance Studio at Town Hall:** Lake points out the proposal in the packet and states that he is looking onto the aspects of entering into a landlord tenant relationship at Town Hall. He states that the Board should review the proposal and we will discuss it at the next Selectboard meeting.

10. **Executive Session:** Personnel Issues VSA 313(B). Lake moves to executive session at 7:18pm. At 7:29pm meeting is reconvened and Lake announces that the Selectboard is offering Jeremy Zumbruski a road crew position.

11. **Next Regularly Scheduled Meeting:** Tuesday, April 25, 2023 at 6:00pm

12. **Adjournment:** Wright makes a motion to adjourn. Marrow seconds the motion. Meeting is adjourned a 7:30pm.