



TOWN OF TOWNSHEND

Selectboard
PO Box 121 Townshend, Vermont 05353

Selectboard Meeting Agenda
September 26, 2023 6:00 PM
Townshend Town Hall
Approved: 10/10/23

Present: Sherwood Lake, Rob Wright, Katie Marrow, Rob Swiger, Phoebe Connolly

In Attendance: Galen Robinson - BCTV, Connie Holt - SB Assistant

1. **Meeting Call to Order:** Lake calls the meeting to order at 6:02pm
2. **Approval of Minutes:** Wright makes a motion to approve the September 12, 2023 regular Selectboard meeting minutes. Marrow seconds the motion. Motion carries 5-0-0.
3. **Additions and Deletions:** Lakes reads the additions to the agenda.
 1. Correspondence: State of Vermont regarding the Petersen Farm
 2. Confirm the Sand contract
 3. Town Hall Use Request: Valley Cares Craft Fair
 4. Town Hall use request: Community Holiday Party
4. **Members of the Public:**
5. **Correspondence:**
 1. State of Vermont regarding the Petersen Farm: Lake reads the correspondence from the State of Vermont announcing that Peterson Farm has been put into conservatorship. Per the State, the property will remain in private ownership and will continue to be used as a working forest. The property will remain open to pedestrian use by the public for activities such as hunting and hiking.
6. **Warrants:** Marrow makes a motion to pay warrants 1 - 6.

1. Payroll:	\$11,122.97
2. Payroll Taxes:	\$4,752.58
3. General Fund:	\$6,525.47
4. Highway:	\$211,878.96
5. Highway Equipment:	\$1,770.84
6. West River Modified Union:	\$681,086.59
Total:	\$917,137.41

Wright seconds the motion. Motion carries 4-0-1.

7. **Reports:**

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

- a. Have been working on equipment.
- b. Have been grading and graveling.
- c. Will begin to replacing culverts on Back Windham Road, Winslow Road, and East Hill Road on the Harmonyville end.
- d. Equipment update: finished fixing the leaky hoses on the backhoe. We have one truck at Catamount and one truck at DJ's for an axel seal fix. The 1 Ton trucks are back and up and running.
- e. Paving on Rt 35 will start the first or second week of October. There will be no parking on the road during this time.

2. **Treasurer:** Lake gives the report.

- a. The General Fund true balance is \$267,738.00 after the warrants are paid.
- b. M&T Municipal Investment Fund balance is \$2,317,769.38
- c. M&T Checking Account balance is \$30,000.00.

3. **Town Clerk:** Lake gives the report. The Town Clerk took in \$1,414.00 in fees and services.

4. **Chair:** None

8. **Old Business:**

a. **Road Name Change Policy:** Swiger reads the proposed policy. Marrow comments that there should be a definition of historic. Swiger states that the historic registry or Charlie Marchant could be consulted on historic data. Swiger states that the 3 names options for a private road is based on Brattleboro's planning commission. Wright asks how the town stops a private road name change happening whenever a property gets sold. Swiger responds that it can happen now. That's why we need a policy. The owner will have have to give reasons for the name change. Connolly states that she likes the 3 name suggestions. It means that there will not be random naming. The policy also preserves the sanctity of road names and the historical names.

Marrow raises the issue of private roads with shared use and shared responsibility. She gives example that it is her property but others have access. Do those other residents have any rights or say in the name and the impact on the residents. Swiger responds that it is provided for by the E911 checklist, but decision making has not been incorporated. Wright states he believes that you buy the property then you get what you get in the name of the road.

Lake asks the Selectboard if the proposed policy addresses what we want? He asks if the board is ready to vote on the policy. Marrow recommends waiting one more meeting in the hope that more members of the public add their opinion. The Board agree to wait one more meeting to vote on the policy.

b. **Common/Town Hall Use Policy:** Connolly highlights areas of her proposed policy that need further discussion. Lake recommends that this issue be tabled until the next meeting because there may be new information by then. The Board decides to postpone this issue until the next meeting.

c. **Confirm Sand contract:** Holt gives the update on the sand policy. She states that Zaluzny quoted a price of \$26.45 per cubic yard which is lower than Derrige. Zumbrusky states that their product is good. Wright makes a motion to accept Zaluzny's bid on sand. Marrow seconds the motion. Motion carries 5-0-0.

9. **New Business:**

a. **Bids for Local Hazard Mitigation Plan:** Marrow opens and reads the bids for a local hazard mitigation plan.

1. Windham Regional Commission (Brattleboro): \$11,070.00
2. Exigency Consulting (national): \$9,250.00
3. Seam Solutions (Barre): \$10,550.00
4. Resilience, LLC (Bourne, NC): \$10,000.00

There is a discussion concerning the bids and the quoted cost. Lake states that Windham Regional did the last plan. It is an extensive process. He points out that the lowest bid is not local. Swiger states that he is leaning towards a local company to do the work. Marrow states that she is leaning towards Windham Regional because they did the work last time and we were satisfied with their plan. Wright states that the Board usually goes with the cheapest bid. John Evans, member of public, suggests going back to Windham Regional and ask them to lower their price. Lake and Wright state that because they are sealed bids the town cannot go back and asked them to change their bids.

Swiger makes a motion to accept Windham Regional's bid of \$11,070.00. Marrow seconds the motion. Wright states that this is the first time that he has seen something go out to bid and we choose the highest bidder. He states that he is concerned about setting precedent. Swiger and Connolly both state that they understand Wright's concern, but the extensive discussion warrants it.

Motion carries 4-1-0.

b. **Common Resolution:** review and sign. Lake moves the issue to executive session with the approval of the Board.

c. **Common Use Request:** Trunk or Treat: Connolly makes a motion to approve the Common Use request, waive the fee, and authorize the Chair to sign on our behalf. Swiger seconds the motion. Motion carries 5-0-0.

d. **Town Hall Use request:** Valley Cares Craft Fair: Marrow makes a motion to approve the Town Hall use request, waive the fee, and authorize the Chair to sign on our behalf. Swiger seconds the motion. Motion carries 5-0-0.

e. **Town Hall Use request:** Community Holiday Party: Marrow makes a motion to approve the Town Hall Use request, waive the fee, and the chair signs on our behalf. Connolly sends the motion. Motion carries 5-0-0.

10. **Executive Session: VSA 313(b):** Swiger makes a motion to go into executive session. Marrow seconds the motion. Motion carries 5-0-0. Meeting is adjourned to executive session at 7:05pm.

11. **Next Regularly Scheduled Meeting:** Tuesday, October 10, 2023 at 6:00pm