



TOWN OF TOWNSHEND

Selectboard

PO Box 223 Townshend, Vermont 05353

SELECTBOARD MEETING AGENDA

November 25, 2025 6:00 PM

Townshend Town Hall

Approved: Approved 12/9/25

Present: Allie Evans, Rob Wright, Steve Frisk, Katie Marrow(via ZOOM)

Not Present: Nick Suarez

In Attendance: Brain Guerrino – BCTV, Connie Holt, Jeremy Zumbruski

MOP: Shaun Marrow, Helen Holt, Laura Richardson

1. **Meeting Call to Order:** Evans calls the meeting to order at 6:00pm
2. **Approval of Minutes:** Frisk makes a motion to approve the November 13, 2025 meeting minutes. Wright seconds the motion. Motion carries 4-0-0.
3. **Additions and Deletions:** Evans reads the addition to the agenda.
 - a. New Business (9d): C. Ciklin proposal regarding IT services
4. **Members of the Public:** None
5. **Correspondence:** None
6. **Warrants:** Wright makes a motion to approve warrants 1 – 7

Payroll:	16,140.83
Payroll Taxes:	\$7,123.27
General Fund:	\$12,429.00
Highway:	\$9,560.77
Highway Equipment:	\$00.00
General Fund:	\$736.46
Highway:	\$342.28
Total:	\$46,332.61

Frisk seconds the motion. Motion carries 4-0-0.

7. Reports:

a. **Highway:** Zumbruski reports that the Compactor did not pass inspection. It has been red-tagged and the town is renting a dumpster for solid waste collection. He reports that he did a drive through with GMP's contractor to review and close out the project. They will be doing some fixes now and in the spring. Frisk and Richardson state that the condition of Oakwood Cemetery Road is bad. Zumbruski states he will work on it this week.

b. **Treasurer:** Evans reports that there is \$1,277,290.95 in the municipal investment fund. There is \$30,000 in the checking account.

c. **Town Clerk:** Evans reports that the Clerk took in \$1,097 in the first two weeks of November.

d. **Chair:** Evans reports that budget committees are making progress.

e. **Grant Coordinator:** Marrow gives her monthly report. She reports that not a lot has changed since last month's report.

- i. Temporary Lighting and Signage grant: she is still waiting to hear.
- ii. USDA Grant on trash collection: with the federal government re-opening, she is hoping to hear back. She did not miss any deadline, but the shutdown of the Federal Government postponed the application process.
- iii. Emergency management grants: She plans to apply for two emergency management grants. One involves locations in an emergency. The other is for supplies when evacuating animals.
- iv. Community Tree Removal Grant: she plans to apply for.
- v. Fountain Restoration: She is in communication with the State Historic Preservation department for ideas.

8. **Old Business:** None

9. **New Business:**

a. **Trash Compactor truck:** Zumbruski informs the Selectboard that the compactor will not pass inspection and that it is a health hazard and not safe to drive. The Board decides to continue to rent the open top dumpster so that it can be compacted with the backhoe.

b. **Road Commissioner appointment:** Evans makes a motion to appoint Rob Wright as the Town Road Commissioner. Frisk seconds the motion. Motion carries 3-0-1. Wright is appointed.

c. **Adoption of Public Works/Highway Manager job description:** Evans makes a motion to adopt the Public Works/Highway Manager job description. Frisk seconds the motion. Motion carries 4-0-0.

d. C. Ciklin proposal regarding IT services: Wright makes a motion to task the website committee to research IT services. Frisk seconds the motion. Motion carries 4-0-0.

10. **Executive Session:** 1 V.S.A 313(1.a) – Personnel: Evans makes a motion to go into executive session and to invite Zumbruski and Holt. Wright seconds the motion. Motion carries 4-0-0. Board moves into Executive Session at 6:21pm. Wright makes a motion to reconvene the regular meeting. Frisk seconds the motion. Motion carries and the meeting is

reconvened at 6:45pm. Wright makes a motion to have Zumbruski interview and hire a trash attendant. Frisk seconds the motion. Motion carries 4-0-0.

11. Adjournment: Wright makes a motion to adjourn the meeting. Frisk seconds the motion. Motion carries 4-0-0. Meeting is adjourned at 6:45pm.

12. Next Scheduled Meeting: Tuesday, December 9, 2025 at 6:00pm.