

Townshend Select Board Minutes

January 3, 2011

Present:

Select Board: Hedy Harris; Jeff Russ; Bruce Bills; Steve Ovenden; Michael Charles

In Attendance: Kim Ellison; Joe Daigneault; David Dezendorf; Kurt Bostrom; Ryan Hockerlotz; Craig Hunt

- 1. Call to Order:** Harris called the meeting to Order at 6:04 p.m.
- 2. Approval of Minutes:** Charles made a motion: **To approve the Minutes of December 20, 2010, as corrected**, seconded by Harris and carried by those present.
- 3. Additions and Deletions:** None at this time.
- 4. Warrants:** Ovenden made a motion: **To approve the Warrants of January 3, 2011**, seconded by Harris and carried by those present.

General Fund	\$	8,698.57
Highway Department	\$	13,037.19
Payroll	\$	13,044.99

5. Reports: Town Clerk's Report: The Board reviewed the Town Clerk's cash-journal reports from the prior weeks.

Bookkeeper's / Treasurer's Report: Ellison reported that Property Tax receipts from the first and second quarters remained about the same, with 4.0% and 6.0% remaining outstanding, respectively.

The Board then held a lengthy discussion about details in the Errors and Omissions Report submitted by the Listers, and it was determined that this report would need to be discussed with members of that office for clarification.

Highway Foreman's Report: Bostrom informed the Board about the accident that Walter and Andrea Royce unfortunately suffered on Christmas eve, updating members on Andrea's condition and reporting that Walter would be taking this week off from work. He then provided a status report on the Town vehicles that had broken down during, or just after the Christmas weekend storm. T-3 had blown a head gasket, and with antifreeze in the oil pan, other internal damage was probable. The differential, not the transmission, on T-4 had blown, and the truck had been delivered to Tri-State for repairs. T-7 had developed a serious fuel-tank leak, due to corrosion, which required that the tank be removed and patched. And T-8 had required repairs to the plow wing assembly.

Discussion ensued about T-3, which is being traded in to offset costs on the new International expected to arrive in February, and whether Townshend should undertake expensive engine repairs, or send T-3, as is, to Delurrey, from whom the new truck is being purchased. The Board requested that Bostrom contact Delurrey and work out the best solution, even if it leaves the Department short one plow truck for the next few months.

Asked about the open trench at the curve on Route 35 near Joyce's, Bostrom reported that A.S. Clark had completed hammering out the ledge and that installation of the culverts would be completed this week.

Townshend Fire Department Report: None at this time. With regard to the budget request for remodeling and renovating funds at the Fire Station, Board members decided upon the inclusion of a special Article for voters to consider at Town Meeting. Discussion then turned to the advisability of trying to form a committee assigned to study the best options for the future of Townshend's Fire Station, and Charles offered to try and draw a committee of volunteers together.

No action was taken on paying the invoice from Brunelle and Sons for plans drafted to repair and renovate the Fire Station, though Harris and Russ agreed to resolve this matter prior to the next meeting.

Emergency Management Director's Report: Dezendorf gave a report on the Emergency Management Officers meeting last week to plan strategies with area responders, and requested that the Town Garage be made available as an operations center. By general consent, the Board agreed to his request for the Emergency Management team to utilize the Town Garage for meetings, set for the last Mondays of the month, and other activities, as deemed appropriate.

Discussion continued about three draft Memorandums of Understanding, presented by Dezendorf to Board members for review, that could better prepare and position the Town in the event of an emergency. These, "understandings," were drafted to help identify and align available resources and provide structure to the mechanics of mobilizing in advance of a major storm, where flooding, trees down, or roads blocked might overwhelm local capability to open access corridors or rescue individuals. An example was made of the Christmas snowstorm, forty-eight hours after which Townshend had no trucks in service to plow again, if necessary.

Board members agreed to review the language within the draft understandings and discuss them again at the next meeting.

6. Members of the Public: None at this time.

7. Correspondence: None at this time.

8. Old Business:

a. F.Y. 2011-12 Budget: At length, the Board reviewed the draft FY 2011-2012 budget, and following minor changes, Charles made a motion: **To approve the Select Board's proposed FY 2011-2012 budget**, seconded by Harris, and carried by those present.

b. Select Board Annual Report: Discussion ensued following review of the draft Select Board Annual Report, and Harris made a motion: **To approve the Select Board's Annual Report, as modified**, seconded by Ovenden, and carried by those present. Charles agreed to prepare the document for submission to the Auditors.

c. Town Meeting Warning: Following changes to the wording in the draft, and the inclusion of two Articles, Harris made a motion: To approve the Warning for Town Meeting, seconded by Ovenden, and carried by those present. Hunt was instructed to make the changes and submit the Warning, as approved, to the Auditors.

d. Compactor: Hockerlotz presented the Board with an overview of real and potential problems that Townshend faces as it considers waste management and recycling services in the future. The Board agreed that a study committee should be formed to

analyze the Town's running expenses and projected costs, and assess the advantages and disadvantages of various options.

e. Surplus Property: Jeep Pick-Up: By general consent, the Board set the date for auctioning the 1969 Kaiser-Jeep pick-up truck for 5:30 p.m. on February 7, 2011. Hunt was instructed to post the Notice and advertise the sale.

f. Tax Sale Property: Hunt was instructed to attach informational For Sale signs to the West Townshend residence and advise the Board about listing this property with local realtors.

9. New Business: None at this time.

10. Executive Session: None at this time.

11. Next Meeting: Regular Meeting: January 17, 2011 at 6:00 p.m.

12. Adjournment: Ovenden made a motion: **To adjourn at 8:40 p.m.**, carried by those present.

Respectfully submitted

Craig K. Hunt, administrative assistant