

Townshend Select Board Minutes February 21, 2011

Present:

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

Townshend Elementary School Board: David Dezendorf; Beth Cutts; Kim Liebow; April Chase; Craig Hunt

In Attendance: David Liebow; Kim Ellison; Joe Daigneault; Kurt Bostrom; Kristina Wright; Ryan Hockertlotz; Becca Schafer; Dale Davis; Rick Hege; Mike Cutts; Cynthia Davis; Irvin Stowell; Janet Stowell; Anita Bean; Susan Eastwood.

1. **Call to Order:** Harris called the meeting to Order at 6:06 p.m.

2. **Approval of Minutes:** Harris made a motion: **To approve the Minutes of February 7, 2011, as corrected, and the Special Meeting Minutes of February 7, 2011, and February 11, 2011** seconded by Charles, and carried by those present.

3. **Additions and Deletions:** None at this time.

4. **Warrants:** Bills made a motion: **To approve the Warrants of February 21, 2011,** seconded by Charles, and carried by those present.

General Fund	\$ 518,820.95
(includes \$ 494,701.19 to L&GUHS and TES)	
Highway Department	\$ 17,925.93
(includes \$ 9,367.70 salt)	
Payroll	\$ 15,950.41

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 the first quarter tax payments were more than 96% received: the second quarter, about 95½%: and the third was 89%. Tax Collector Daigneault stated that third quarter tax payments, due February 15th, were continuing to arrive.

Highway Foreman's Report: Bostrom reported that after delays from the manufacturer, the new International 7600 truck had arrived. Following trial runs, however, because he is not satisfied with its performance, the truck was being returned to the dealer, DeLurrey, for assessment, under Warranty. Discussion followed, with Bostrom reporting that the other trucks in the fleet were in good repair. Asked about lights on in the sand and salt shed, Bostrom said that he was making a point to turn them off. Asked about maintenance records and service logs for all of the vehicles, Bostrom reported that good records are being kept.

Both Charles and Harris requested that Bostrom, when signing invoices that itemize costs for vehicles, provide brief descriptions of the parts or services, if not clearly written on the statements.

Townshend Fire Department Report: Davis reported that he had contacted four different contractors to discuss options for the Fire Station, but that only one had provided general estimates, to date. He told the Board that he hoped to prepare handouts describing some of the options and cost projections to aide in the discussion of this matter at Town Meeting.

Emergency Management Director's Report: Dezendorf reported to the Board that the Planning Commission had given its approval to the draft Hazard Mitigation Plans which Windham Regional Commission helped to create, and that these were now being reviewed by FEMA. He then reminded the Board of the Incident Command System training session scheduled for March 21, 2011. As that date conflicts with a regularly scheduled Select Board meeting, Ovenden suggested, and Board members gave general consent, to re-scheduling the Select Board meeting to March 22nd.

Law Enforcement Report: None at this time.

6. Members of the Public: Janet Stowell was recognized and complained that the Town's sidewalks were not being sanded and salted, as was needed. Discussion followed, with Harris acknowledging that the Board was aware of complaints and was trying to address the situation. Irvin Stowell recommended that, since the Highway crew starts work at 6:00 a.m., the first order of business should be to sand the sidewalks with one of the Town trucks before any cars are parked on the streets.

7. Correspondence: A letter from Valley Cares regarding why a request for funds wasn't put before the voters by inclusion in the Town's Report or Town Meeting Warning, was discussed with Becca Schafer.

A letter from Townshend's Health Officer, Dr. Timothy Schafer, addressed to Townshend's Board of Health, was acknowledged. No action was taken at this time.

An application from the State's Wastewater Division, for recertification of the Town's septic system, was briefly reviewed, and Hunt was requested to see that it was completed.

Pre-Town Meeting: At 6:58, Harris made a motion: **To recess the regular meeting of the Select Board in order to hold a public Pre-Town Meeting jointly with the Townshend Elementary School Board,** seconded by Charles, and carried by those present.

Call to Order: At 8:48 p.m., Harris returned the meeting of the Select Board to Order by calling it back from recess.

8. Old Business: None at this time.

9. New Business: Charles made a motion: **To have the 2009-10 Townshend Annual Report posted on Townshend's website,** seconded by Harris, and carried by those present.

10. Executive Session: Charles made a motion: **To enter into Executive Session to discuss personnel matters at 8:50 p.m.**, seconded by Harris, and carried by those present. Charles made a motion: **To return from Executive Session at 9:10 p.m.**, seconded by Harris, and carried by those present. As a result of Executive Session, no action was taken.

11. Meeting Schedules:

Re-Organizational Meeting: March 1, 2011, following Town Meeting

Regular Meeting: March 7, 2011 at 6:00 p.m.

Public Hearing on draft Town Plan: March 21, 2011 at 5:30 p.m.

ICS Training Session: March 21, 2011 at 6:00 p.m.

Regular Meeting: March 22, 2011 at 6:00 p.m.

12. Adjournment: Bills made a motion: **To adjourn at 9:15 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt, administrative assistant