

approved: April 18, 2011

## **Townshend Select Board Minutes April 4, 2011**

**Present:**

**Select Board:** Hedy Harris; Bruce Bills; Jeff Russ; Steve Ovenden; Ryan Hockertlotz

**In Attendance:** Joe Daigneault; Kim Ellison; Kurt Bostrom; David Dezendorf; Clay Turnbull; WCSD Deputy LaFlam; Donna & Ernie Ellingson; Alice Muise; Craig Hunt

**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 Minutes of March 22, 2011**, seconded by Bills, and carried by those present.

**3. Additions and Deletions:** Highway Department Personnel Job Description was added under Highway Department Report. Dog Control Ordinance was added under Old Business, and the Warrant for the Poundkeeper was added under New Business.

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

<b>General Fund</b>	<b>\$ 1,826.98</b>
<b>Highway Department</b>	<b>\$ 10,102.07</b>
(inc. \$ 4,131.00 for sand)	
(inc. \$ 3,560.92 for salt)	
<b>Payroll</b>	<b>\$ 10,385.82</b>

**5. Reports: Emergency Management Director's Report:** Dezendorf provided the Board with updates on grants for emergency radios, Memoranda of Understandings, reporting Fire Department incidents in the State database, and the upcoming Grace Cottage Health Fair.

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

**Bookkeeper's / Treasurer's Report:** Ellison informed the Board that the application to the Vermont Equipment Loan Fund requesting funds for purchasing a new highway truck was prepared, and updated the Board on receipt of tax payments to date.

**Highway Foreman's Report:** Bostrom explained costs related to repairs of the grader, and informed the Board that requests for bids were out for Windham Hill repairs, with the Town to supply the culverts and gravel, and that requests for bids were out for a new Highway truck.

Following brief discussion, Bostrom provided Donna and Ernie Ellingson with contact information regarding speed limits sign locations on Route 30.

Harris made a motion: **To file the Highway Financial Report with the Agency of Transportation,** seconded by Ovenden, and carried by those present.

Board members were then presented with a proposed Job Description for Highway Personnel, to be taken up at the next meeting.

**Townshend Fire Department Report:** None at this time. Hunt was instructed to inform the Fire Chief that the Select Board would be seeking bids for Fire Station roof repairs.

**Law Enforcement Report:** Deputy LaFlam of the Sheriff's Department informed the Board of agreeing with Bostrom to use a section upstairs in the Town Garage for an office. He requested that the Board consider adopting a municipal "stop sign" ordinance, explaining that the Town would only receive revenue from fines, accordingly. Hunt was instructed to present examples of such an ordinance currently in use by other municipalities.

**6. Members of the Public:** Clay Turnbull, one of Townshend's Windham Regional Commission Representatives, discussed regional matters with the Board, emphasizing legislation currently being considered by the Vermont Legislature, Vermont Yankee's future, the proposed Blue Heron project at Ball Mountain and Townshend dams, and other energy issues.

**7. Correspondence:** A proposal from Craig Hunt to repaint the Finance Office was reviewed, and Russ made a motion: **To contract with Hunt to repaint the Finance Office for \$320.00, materials included,** seconded by Hockertlotz, and carried by those present.

**8. Old Business:** Harris made a motion: **To appoint Kirk Winchester, Deborah Sherman and Sharon Redfield as Townshend's Auditors until March 2012,** seconded by Ovenden, and carried by those present.

Harris then made a motion: **To remove Townshend's Auditors from the obligation and responsibility of preparing the Annual Town Report, and to have the Select Board appoint a committee, instead, to do so,** seconded by Hockertlotz, and carried by those present.

Steve Ovenden presented Board members with a draft Dog Control Ordinance prepared by him and Alice Muise. Lengthy discussion followed, and the Board decided, by general consent, to hold a Public Hearing on the proposal at 5:30 p.m. on April 18th.

**9. New Business:** Harris made a motion: **To have the Board sign and forward the Warrant requiring Townshend's Poundkeeper to take action against those dog owners delinquent in registering their animals prior to the April 1, 2011 deadline,** seconded by Hockertlotz, and carried by those present. Board members then signed the Warrant.

**10. Executive Session:** Harris made a motion: To enter into Executive Session at 8:56 p.m. to discuss personnel matters, seconded by Hockertlotz, and carried by those present.

The Board returned from Executive Session at 9:20 p.m., and as a result, no action was taken.

**11. Meeting Schedules:**

Public Hearing: April 18, 2011 at 5:30 p.m.

Regular Meeting: April 18, 2011 at 6:00 p.m.

**12. Adjournment:** Bills made a motion: **To adjourn at 9:21 p.m.,** carried by those present.

Respectfully submitted,

Craig K. Hunt  
administrative assistant