

approved 11/19/12

**Townshend Select Board
Minutes
November 5, 2012**

Present: Select Board: Kit Martin; Jeff Russ; Chad Greenwood; Hedy Harris; David Dezendorf;

In Attendance: Anita Bean; Sheriff Clark; Kurt Bostrom; Walter Royce; Kathy Hege; Kim Ellison; Joe Daigneault; Janet Stowell; Cynthia Davis; Richard Melanson (BCTV); Craig Hunt

1. Call to Order: Harris called the Meeting to Order at 6:03 P.M. and requested that the Rules be suspended to recognize Town Clerk, Anita Bean, followed by other members of the public.

2. Members of the Public: Bean was thanked for appearing before the Board and discussion ensued about the Clerk's Office being open on Saturday mornings, as it used to be. Bean said that her policy was to open the Clerk's office on Saturdays, if requested, and agreed to post signs with her phone number to that effect.

Sheriff Clark was welcomed and reported that funding of the COPS grant program, which placed a WCSO deputy in Townshend for 40 hours a week during the previous three years, had expired in September and that coverage for the Town was now reduced to the 10 hours per week provided by the Town contract. Clark presented figures to the Board indicating the cost of employing a deputy full time, which Board members said they would look over.

Martin then made a motion: **To enter into Executive Session with Sheriff Clark at 6:24 P.M.**, carried by general consent of those present.

At 6:47 P.M., Dezendorf left Executive Session to request the presence of Kurt Bostrom and Walter Royce. Bostrom and Royce then entered Executive Session.

At 6:57 P.M. Dezendorf made a motion: **To leave Executive Session and, as a result, to terminate the employment of Walter Royce for just cause**, seconded by Russ and carried by those present.

Janet Stowell asked for the reason that the Board entered Executive Session, criticizing the Board for not making the purpose clear. Harris and Dezendorf answered

that the Session was called for to discuss personnel matters.

Dezendorf then made a motion: **To take a five minute Recess at 6:55 P.M.**, carried by general consent of those present.

Upon return from recess, Kathy Hege was welcomed and questioned the fairness and validity of Townshend's reappraisal by providing anecdotal information about an assessment of property based upon owner testimony, rather than inspection.

Hunt was asked to invite David Marazoff of Marazoff Appraisal Services to the next Select Board meeting.

Harris then requested that Hege accept the position of Townshend's representative to RESCUE, Inc., since Ryan Hockertlotz, appointed to that position by the Board, was deployed overseas. and as RESCUE Inc. was to consider. Discussion ensued about RESCUE Inc. not allowing the appointment of a substitute representative and the importance of the plan to re-structure its bylaws by vote at RESCUE Inc's., upcoming annual meeting, Dezendorf made a motion: **To remove Ryan Hockertlotz as Townshend's representative to RESCUE Inc., and appoint Kathy Hege as Townshend's representative to RESCUE Inc.**, seconded by Martin and carried by those present. Hege accepted the appointment and Harris agreed to notify RESCUE Inc. of the change.

3. Approval of Minutes: Martin made a motion: **To approve the Minutes of October 15, 2012**, seconded by Dezendorf and carried by those present.

4. Additions and Deletions: Correspondence from Windham Regional Commission and from Walter Tolley was added to the Agenda.

5. Warrants: Following discussion and clarification about costs to transport equipment, Martin made motions to approve the following Warrants:

WARRANT 1105-4 Payroll \$7,502.72, seconded by Russ and carried by those present with one abstention.

WARRANT 1105-2 Highway \$6,735.35, seconded by Russ and carried by those present.

WARRANT 1105-1 General Fund \$6,935.62, seconded by Russ and carried by those present with one abstention.

WARRANT 1105-5 General Fund (Payroll Tax) \$2,623.26, seconded by Russ and carried by those present with one abstention.

WARRANT 1105-3 Equipment Fund \$5,172.05, seconded by Russ and carried by those present.

6. Reports: Highway Department Report: Bostrom reported that the final two cage-like devices to protect culverts from damming by beavers had been installed.

He informed the Board that he was pursuing matching grants for engineering work necessary on a West Hill bridge and a Route 35 culvert, and requested that Townshend's Bidding Policy be revised to conform with State and Federal standards.

With regard to recovery of funds denied Townshend by FEMA toward the cost of the Dam Road culvert, the State is pursuing and underwriting the costs of filing a legal appeal.

Bostrom informed the Board that the front-end loader desperately needed four new tires at a cost of between \$2,300 and \$2,600 apiece and Martin requested that the foreman, along with the Highway Commissioners, work on getting a fixed price as soon as possible.

Harris instructed Hunt to draft an advertisement to be placed in the Brattleboro Reformer to fill the vacancy on the Highway crew.

Dezendorf reported having provided Arnold Cole with a copy of the Transfer Station Attendant's job description and discussing with Cole the different charges for different volumes and types of trash. Cole informed Dezendorf that some Town employees had been dumping trash into the compactor free of charge, and Dezendorf made it clear to Cole that no employees had that privilege.

The Board then discussed a tiered pricing structure for volumes of trash, but as no consensus was reached, Dezendorf made a motion, for the record: **To have the Transfer Station Attendant charge \$2.00 per bag, regardless of size,** seconded by Martin and carried by those present.

Hunt was instructed to have signs printed and posted stating that all bags would cost \$2.00.

With regard to the compactor, itself, the Board agreed that it would have to remain in service until a suitable replacement could be found or an alternative proposed.

Ellison reported that nothing had yet been received from the Vermont Equipment Loan fund pertaining to the Town's application.

Dezendorf reported that the Tree Agreement with the Royces had been signed and that the trees agreed upon had been planted.

Dezendorf also reported that there was no change in the status of the East Hill Road project.

Dezendorf informed the Board that progress was being made toward the installation of a new fuel metering system and pump at the Town Garage.

Law Enforcement Report: Nothing other at this time.

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

Bookkeeper's / Treasurer's Report: Ellison conveyed that taxes in delinquency amounted to approximately \$166,764.00, and Hunt was asked by the Board to invite Becky Nystrom, Delinquent Tax Collector, to the meeting on November 19th.

Ellison then reported that the PILOT payment had been received, that the State had made the Current Use payment in the amount of approximately \$44,000 and that the USDA had reimbursed the Town for mitigation work done o Mill Brook and at the Holland/Bixby/Brigham cemetery.

She informed the Board that because of TRANSCO's non-residential tax payments, Townshend, with regard to educational funds, would remain a, "sending, rather than a, "receiving," town.

Ellison requested that the Board prepare a Request for Proposal to send out to auditing firms for the mandated audit necessitated by receipt of FEMA funds toward Tropical Storm Irene repairs.

Emergency Management Director's Report: Dezendorf gave a brief overview of actions taken in preparation for Tropical Storm Sandy, thanked all who participated in opening and staffing the Emergency Operations Center, and promised to continue developing guidelines for strategic deployment of assets and personnel during such events.

He reminded Board members that a tabletop exercise to assess responses to a hypothetical emergency in the village at one of our schools, was scheduled for 9:30 A.M on November 7th.

7. Correspondence: Harris referenced an invitation to a dinner being held in Bellows Falls, hosted by the Windham Regional Commission, and the Board acknowledged receipt of a letter from Walter Tolley complaining about being stopped

by a Windham County Sheriff's deputy. Hunt was instructed to reply to Mr. Tolley and convey the Board's objection to his characterizations of Townshend's law enforcement policy.

The Board also received correspondence from the chair of the Townshend Elementary School requesting a \$50,000 payment for the second, third and fourth quarters within ten days of tax receipts by the Town, to be followed, as required by statute, with the balance of funds owed within twenty days. Martin made a motion: **To provide the Townshend Elementary School with a payment of \$50,000 within ten days of receiving the second quarterly tax payment, provided sufficient funds are received by the Town,** seconded by Dezendorf and carried by those present. Martin emphasized that he felt it would be irresponsible to commit to such encumbrance in advance, but that the Board should deliberate only on timely and individual requests.

8. Old Business: Town Hall Furnace: An estimate from Bill Farace for replacing the forced hot air furnace in the Town Hall was reviewed by the Board. This estimate was solicited by Hunt for comparison to an estimate received by Cota and Cota after the heat exchanger was found to be cracked. Lengthy discussion ensued about whether to simply replace the forty-year-old furnace with a modern equivalent, or upgrading to a boiler system. Russ agreed to provide an estimate for installing a boiler.

Ancient Roads: The Board acknowledged receipt of an intent to challenge the declaration of Phoenix Way, (Woods Road), as a Town Class 4 Highway from the attorney for Mark Caisse.

9. New Business: Nothing at this time.

10. Other Business: Nothing at this time.

11. Meeting Schedules:

Regular Meeting: November 19, 2012 at 6:00 P.M.

Budget Workshop: November 27, 2012 at 5:30 P.M.

12. Adjournment: Dezendorf made a motion: **To adjourn at 9:00 P.M.,** carried by those present.

Respectfully submitted,

Craig K. Hunt, assistant