

**Townshend Select Board
Minutes
June 18, 2012**

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

In Attendance: Joe Daigneault; Kurt Bostrom; Carole Melis; Joe Novick; Ryan Hockertlotz; Richard Melanson, (BCTV); Craig Hunt

1. Call to Order: Harris called the Meeting to Order at 6:02 P.M.

2. Approval of Minutes: Harris made a motion: **To approve the Minutes of June 4, 2012, as corrected,** seconded by Dezendorf, and carried by those present.

3. Additions and Deletions: None at this time.

4. Warrants: Russ made a motion: **To approve the Warrants of June 18, 2012,** seconded by Greenwood. Greenwood, Martin and Bostrom discussed various Highway Department expenses, including that for flaggers. Dezendorf reiterated to Bostrom that there should be no overtime costs being accrued. Subsequent to discussion again about a \$900.00 return freight charge from Contech, the motion was amended, by general consent, to exclude that payment, and the motion, as amended, was then carried by those present.

General Fund	\$ 548,742.63
(includes payments to L & G and T.E.S.)	
Highway Department	\$ 16,706.50
Payroll	\$ 12,075.68

5. Reports: Highway Department Report: Russ relayed that he'd received a complaint about the lack of a guardrail on Winslow Drive and Bostrom said that while the newly-cleaned culvert there was deep, a guardrail was unnecessary, but that he would install delineator posts, instead.

Harris reminded Bostrom that the cable guardrails on Route 35 at the Simpson Brook Bridge still needed to be removed and replaced. Dezendorf stated that every culvert exceeding five feet in depth needed to have guardrails in order to comply with highway standards adopted by the

Select Board in 1999. Discussion about those standards followed.

Bostrom then reported that a contractor pre-bid meeting would be held on Thursday, June 21st, for the Route 35 paving project. A July 2nd deadline for those bids had been set. Additionally, Bostrom was seeking bids for gravel crushing.

The Board was updated on the installation of culverts on Route 35, painting of the fountain on the Town Common and progress toward completing an inventory of signs.

Bostrom reported that the road grader had been sent out for repair with two broken transmission gears.

Discussion then focused on East Hill Road and Harris asked for assurance that Select Board members fully supported moving ahead with the project. Russ made a motion: **To proceed with repairs to East Hill Road**, seconded by Dezendorf and carried by those present.

The Board recognized Carole Melis, who requested that prior to re-paving Route 35, the section in front of her premises be cut down. Melis explained that because of re-paving through the years, the roadway had risen 48 inches higher than the foundation for her house. She presented photographs from a century ago that showed the road being level with that foundation.

Bostrom said that cutting the roadbed wasn't within the scope of the re-paving project planned for this summer, but that the surface wouldn't be rising more than another few inches.

Melis, also, expressed her pleasure at the stone work facing a culvert crossing Route 35, just replaced, but asked if the expected outflow from it might be diverted away from her lawn, well and septic system. Bostrom agreed to meet with her and look at possible options.

The Board then engaged in discussion about bid documents and contact stipulations, which some members felt might be too onerous for, and demanding upon local contractors seeking straightforward projects.

A letter from Dr. Rediske of West River Family Dental Associates was read and discussed. It requested that the parking space south of the driveway to that business be eliminated for safety reasons and Martin then made a motion: **To approve the creation of one "No Parking" space as requested by West River Dental Associates**, seconded by Greenwood and carried by those present.

The Board instructed Hunt to have a Roadside Mowing Bid Request published in the Brattleboro Reformer with a deadline of July 16th for receipt of bids and Hockertlotz asked why mowing couldn't be done at the casual labor rate.

Bostrom explained that since heavy cutting equipment was involved, the job required an insured, experienced and professional operator.

Martin noted that, in his opinion, too much time was being spent at meetings hashing out issues that should be resolved between meetings. Day-to-day highway matters, he said, should be managed by the Highway Commissioners and the Road Foreman outside of the Boardroom whenever possible.

Law Enforcement Report: Town Constable: Novick informed the Board that the Warrant to have all unlicensed dogs licensed or impounded had been successfully processed and that there was now full registration of animals by their owners.

He reported that he'd responded to calls about illegal fireworks, had backed-up the Army Corps of Engineers regarding suspicious individuals at the Townshend Dam, was making continued efforts to keep the cut fence at the access to Scott Bridge repaired and was looking into the vandalism of road signs on State Forest Road.

Discussion ensued about the Board's need to clearly define the Constable's duties and about a letter just received from the Town's insurance carrier outlining liability coverage for Town Constables. Novick was instructed to not attend to the fence at Scott Bridge since that is an Agency of Transportation responsibility and to not assist in incidents occurring on Federal land. Additionally, he was instructed to make sure that the Sheriff's Department was called whenever there was an incident.

Novick replied that whether as Town Constable, or not, he felt personally obliged to help anyone whenever and wherever he could, and Martin cautioned him that for public officials it's not so easy to differentiate between and separate one's roles.

Novick informed the Board that at his own expense he would be attending basic police officer training for part-time officers in September, leading toward his certification as a Constable.

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

Bookkeeper's / Treasurer's Report: Daigneault reported that the Town currently had \$908,416.74 in the General Fund and for FY 2011-12, \$171,469.25 in property taxes remained outstanding. Martin asked about the number of tax refund

checks being sent out and Daigneault explained that for a variety of reasons, it was normal for people to overpay on their taxes.

Emergency Management Report: Dezendorf said that he had little to report beyond having been busy writing grant applications.

6. Members of the Public: Hockertlotz stated that he was attending the meeting to keep a watchful eye on the government, but specifically to urge the Select Board to be careful of how it deals with those who volunteer their services, so as to not dissuade or alienate them. Training, he said, for those who seek it, should be encouraged.

Harris asked Hockertlotz, a member of the Waste Management Study Committee, if he had anything to report regarding the future use of the old Grafton Road dumpsite for a transfer station facility. Hockertlotz responded that that was not something on the Committee's list of things to look into, but that the Select Board could formally make the request.

7. Correspondence: None at this time.

8. Old Business: Southern Vermont Trail Riders Association Agreement: Not at this time.

Fuel Metering: No action at this time.

Cemetery Rights of Way: Harris reported that progress with the draft ROW proposals was proceeding while needed surveys were awaited.

Windham County Sheriff's Contract: Lengthy discussion among Board members about the differences between two prepared draft contract proposals, and occasionally heated exchanges with Hockertlotz, ensued: particularly when Hockertlotz urged the Board to put law enforcement coverage out to bid or consider options other than the Windham County Sheriff's Department. Martin expressed his belief that the Sheriff's Department was an appropriate agency for Townshend's needs, and expressed his confidence that it could and would work professionally and well with other law enforcement officers or agencies, should circumstances require.

Martin then made a motion: **To enter into a contract with the Windham County Sheriff's Department, as specified**

in draft proposal #12, so named, for the period July 1, 2012 to June 30, 2013, seconded by Russ.

Hockertlotz asked if that proposal referenced an interface between the Sheriff's Department and Townshend's Constable. Since the contract did not, discussion ensued.

By general consent of the Board, the motion was then amended to include: **"contingent upon satisfactory discussion with the Sheriff regarding the developing role of Townshend's Constables."** As amended, the motion carried by those present.

Russ then offered to be, and by general consent was assigned to be the Select Board liaison to the Windham County Sheriff's Department.

Town Common Tree: Nothing at this time

Ancient Roads: Nothing at this time.

Town Hall Fire Doors: Request for Bid Proposal: Martin expressed his dismay at learning that architect Wesner would not be preparing the RFP as promised by the Town Hall Renovation Committee. Following discussion, Hunt and Dezendorf agreed to talk with Garfield, DeSiervo and Wesner and provide a report at the next meeting.

9. New Business: Town Hall Vault Expansion: The Board engaged in brief discussion about whether sufficient funds were available to consider this project, and no further action was taken at this time.

NIMS Compliance: Dezendorf spoke specifically about the need for Town and Department officials to successfully complete training in the National Incident Management System in order for the Town to qualify for and receive certain grants. Currently, funding from the Department of Homeland Security is being offered for upgrading and rebuilding fire stations.

Hockertlotz then chastised the Board for its failure to assure that Town officials were appropriately trained in emergency management.

Martin asked Dezendorf for a characterization of how the Townshend Fire Department felt about taking these courses, and Dezendorf replied that most members felt pressed with enough obligations calling them away from home, already.

Hockerlotz expressed his disagreement with the characterization that Fire Department personnel were not enthusiastic about receiving more training, and Martin

expressed his dislike of Hockertlotz's insinuation that the Select Board didn't think training valuable, or was at fault for not forcing Townshend's volunteers to take courses.

10. Executive Session: Russ made a motion: **To enter Executive Session at 9:26 P.M. to discuss personnel,** carried by those present.

At 9:40 P.M., the Board returned from Executive Session and as a result, no action was taken.

11. Meeting Schedules:

Select Board Meeting: July 2, 2012 at 6:00 P.M.

Ancient Roads Site Visit: July 15th at 10:00 A.M.

12. Adjournment: Dezen Dorf made a motion: **To adjourn at 9:41 P.M.,** carried by those present.

Respectfully submitted:

Craig K. Hunt, assistant