

approved: 07/01/13

**Townshend Select Board
Minutes
June 17, 2013**

Present: Select Board: Kit Martin; Hedy Harris; David Dezendorf; Chad Greenwood; Scott Chase

In Attendance: Joe Daigneault; Rick Hege; Janet Stowell; Amon DeWitt; Alice Muise; Warren Beattie; Rich Melanson (BCTV); Craig Hunt

1. Call to Order: Martin called the Meeting to Order at 6:00 P.M.

2. Approval of Minutes: Dezendorf made a motion: **To approve the Minutes of June 3, 2013**, seconded by Harris and carried by those present with one abstention.

3. Additions and Deletions: A notice from the Department of the Interior pertaining to the Townshend Dam PILOT program was added to Correspondence.

4. Warrants: Dezendorf made the following motions to approve the Warrants:

WARRANT 0617-1 Payroll \$7,307.51, seconded by Harris and carried by those present.

WARRANT 0617-2 Payroll Tax \$2,827.15, seconded by Chase and carried by those present.

WARRANT 0617-3 General Fund \$21,193.11, seconded by Harris and carried by those present.

WARRANT 0617-4 Highway Fund \$346.50, seconded by Harris and carried by those present.

WARRANT 0617-5 Equipment Fund \$2,062.50, seconded by Harris and carried by those present.

WARRANT 0617-6 General Fund \$501,067.75, seconded by Harris and carried by those present.

WARRANT 0617-7 Highway Fund \$2,206.52, seconded by Harris and carried by those present.

WARRANT 0617-8 General Fund \$256.67, seconded by Harris and carried by those present.

WARRANT 0617-9 General Fund \$358.50, seconded by Harris and carried by those present.

WARRANT 0618-0 General Fund \$8,508.00, seconded by Harris. Discussion ensued specifying that the Listers haven't formally accepted the Town-wide reappraisal and the

Performance Bond remaining inadequate as reasons not to pay the assessor, David Marazoff. The motion subsequently failed to carry.

5. Reports: Highway Department: Harris requested that the Highway Commissioners ask the Road Foreman to attend Select Board meetings at least once a month. Dezendorf then provided updates on the paving projects Request for Proposals and a planned pre-bid conference scheduled for July 1st at 10:00 A.M.

Dezendorf made a motion: **For the Select Board to accept and for the Chairman to sign State AOT Grant #302 for \$19,710 to defray engineering costs on the West Hill Road bridge,** seconded by Harris and carried by those present.

Dezendorf made a motion: **For the Select Board to accept and for the Chairman to sign State AOT Grant #304 for \$7,740 to defray costs for engineering and bidding on the Grafton Road culvert,** seconded by Harris and carried by those present.

Dezendorf made a motion: **For the Select Board to accept and for the Chairman to sign State AOT Grant #306 for \$7,560 to defray costs of the culvert and paving on Ellen Ware Road,** seconded by Harris and carried by those present.

Discussion then revolved around whether to apply for another State grant for sidewalk and bike path construction. Dezendorf felt that the Board should consider the corridor between Grace Cottage Hospital and Valley Cares as having a pressing need. Martin agreed, but suggested that it should be discussed and decided by the Town, and prior to that, a proposal would need to be drafted from an engineered plan. Martin advocated that this be brought to the Planning Commission for review and recommendation.

Dezendorf reported all of the trucks had been undercoated and that the Highway Department would be holding off on buying any tools and equipment before the end of the fiscal year. He also informed Board members that he was seeking a credit from a supplier that seems to have sold the Highway Garage a tool at an excessive price.

Law Enforcement Report: Nothing 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: Daigneault asked the Board if it wanted to apply for a line of credit after the end of the fiscal year and following brief discussion, Dezendorf made a motion: **To ask the Treasurer to submit an application for a \$250,000 line of credit from People's Bank,** seconded by Harris and carried by those present.

Daigneault then reminded the Board that a CD in which approximately \$60,000 of RDAG funds was held had come due on the June 13th and asked if he should open another CD. Following discussion, the Board requested that Daigneault compare interest rates and open place those funds in a CD for six months.

Emergency Management Director's Report: Dezendorf asked that the Board approve the updated Basic Emergency Operations Plan for 2013-14 and Harris made a motion: **To approve the Basic Emergency Operations Plan as presented,** seconded by Greenwood and carried by those present.

Tree Warden's Report: As Bob DeSiervo could not attend, as planned, Dezendorf briefed the Board on a Public Informational Meeting scheduled for July 2nd at 7:00 P.M. in the Town Hall. The primary purpose of the meeting is to educate residents about potentially catastrophic tree damage that may soon occur due to invasive insects. At the meeting, volunteers will be sought to assist the municipality in making an inventory of trees that could prove hazardous to roadways and infrastructure, should infestation suddenly kill them.

6. Members of the Public: Rick Hege was welcomed and spoke of changes made to the Rural Education District Study Group's submitted proposal to the State Department of Education. Of significance, should an R.E.D. be formed, each of the Towns of Newfane, Brookline, Townshend and Jamaica would have to vote in the affirmative. Additionally, if that new district was created and a decision was made to build a new elementary school for Townshend and Jamaica, the present Townshend Elementary School building would be sold to the municipality. Lengthy discussion ensued regarding the R.E.D. wanting to keep the Townshend Elementary School building but changing its use and it was noted that there was ambiguity in the language guaranteeing that the building be returned to the Town.

Hege again urged the Select Board to seek party status in any decision regarding the school building, should the vote to form a new district pass this Fall. To that end, Hege advised writing a letter to the State D.O.E.

expressing concern about the use of this prominent building on Townshend's Common. The Select Board then requested Hege to help in drafting such a letter and Hege agreed.

Other discussion on this matter centered on the status of the Town of Windham, which has expressed no interest in being part of a R.E.D., but would retain voting representation upon the Windham Central Supervisory District's Board pertinent to Leland & Gray.

Alice Muise was welcomed and spoke of dogs running at large on her property on Crane Mountain Road. In a lengthy conversation with Board members and First Constable Warren Beattie, Muise expressed her frustration with the dog owners and her fear for the animals she keeps that are threatened.

Dezendorf made a motion: **To request that the Town attorney draft a letter to dog owners whose animals are running-at-large advising that fines or other penalties, including confiscation, may be imposed if their dogs are not controlled,** seconded by Harris and carried by those present, with one Board Member opposed.

Beattie agreed to follow up on the question of what constitutes the term whereby a dog can remain registered as an out-of-state animal.

7. Correspondence: A letter from Tiz Garfield regarding priority maintenance repairs at the Town Hall was reviewed with appreciation.

A Notice from the Department of the Interior, apparently stating a lowered amount to be received toward the Townshend Dam's payment in lieu of taxes was reviewed and Hunt will get clarification.

8. Old Business: Reappraisal: Martin reported that the Listers are continuing to work through problems found in the preliminary reappraisal figures presented by Marazoff Assessing. If the Listers, who are not ready to accept this reappraisal, cannot, the fear is that the process will have to start all over. Martin also noted that while payments to the assessor are on hold, the time for making a decision, holding Grievance Hearings and lodging the Grand List ahead of setting a tax rate is getting tight.

Town Hall Fire Doors: BFollowing lengthy discussion pertaining to a contract proposal for installing fire doors in Town Hall, Dezendorf made a motion: **To approve a contract with Ingram Construction for installing fire doors in the Townshend Town Hall for a maximum cost not to exceed**

\$31,605.00, seconded by Harris and carried by those present.

Hunt was asked to contact Steve Ingram and set up a meeting for Ingram to assess the integrity of the Town Hall porch deck, which is leaking water and may not be structurally safe.

Timber Cutting: Board members agreed to review the work being done to clear timber at the Grafton Road turn, as that job nears completion and Hunt was asked to follow up with Tarbell regarding payment before the end of the fiscal year.

Compactor: Greenwood expressed concern about continuing to use the old compactor indefinitely and Dezendorf agreed to look at pricing of a new/used compactor that the Town might have to purchase instead of the intended new plow truck.

9. New Business: Law Enforcement Contract: Dezendorf made a motion: **To approve a contract with the Windham County Sheriff's Department for patrol of Townshend in an amount not to exceed \$20,000.00**, seconded by Harris and carried by those present.

10. Executive Session: Dezendorf made a motion: **For the Select Board to enter Executive Session at 9:00 P.M. to discuss personnel matters**, seconded by Harris and carried by those present.

Dezendorf made a motion: **For the Select Board to leave Executive Session at 9:28 P.M.**, carried by those present. As a result of Executive Session, no action was taken.

11. Other Business: None at this time.

12. Meeting Schedules:

Regular Meeting: July 1st at 6:00 P.M.

Public Meeting: July 2nd @ 7:00 P.M.

13. Adjournment: Dezendorf made a motion: **To adjourn at 9:35 P.M.**, carried by those present.

Respectfully submitted,

Craig K. Hunt, assistant