

approved: 07/15/13

**Townshend Select Board  
Minutes  
July 1, 2013**

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

**In Attendance:** Mike Bills; Joe Daigneault; Kurt Bostrom; Rick Hege; Cynthia Davis; Lars Pedersen; Rich Melanson (BCTV); Craig Hunt

**1. Call to Order / Executive Session:** Martin called the Meeting to Order at 5:45 P.M. and explained that on June 29th he had given verbal approval to a request from the Chair of the Board of Listers to file an application for extending the deadline for submission of the reappraisal.

Dezendorf then made a motion: **To enter Executive Session at 5:46 P.M. with Mike Bills to discuss contractual matters**, seconded by Harris and carried by those present.

Dezendorf made a motion: **To return from Executive Session at 6:21 P.M.**, carried by those present. As a result of Executive Session, Dezendorf made a motion: **To have the Select Board ratify a decision granting the Listers permission to request from the State a fourteen day filing extension**, seconded by Harris and carried by those present.

**2. Approval of Minutes:** Harris made a motion: **To approve the Minutes of June 17, 2013**, seconded by Greenwood and carried by those present.

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

**4. Warrants:** Dezendorf made the following motions to approve the Warrants, all seconded by Harris:

**WARRANT 0701-1 Payroll \$9,285.41**, carried by those present.

**WARRANT 0701-2 General Fund \$10,187.12**, carried by those present with one abstention.

**WARRANT 0701-3 Payroll \$406.75**, carried by those present.

**WARRANT 0701-4 Payroll Tax \$3549.41**, carried by those present.

**WARRANT 0701-5 General Fund \$8,508.00.** Following discussion about David Marazoff's bill for reappraisal, the motion failed to carry by those present.

**WARRANT 0701-6 Highway Fund \$239.48,** carried by those present.

**WARRANT 0701-7 Highway Fund \$29,960.44,** carried by those present.

**WARRANT 0701-8 General Fund \$158.20,** carried by those present.

**WARRANT 0701-9 General Fund \$1,182.19,** carried by those present with one abstention.

**WARRANT 0702-1 Highway Fund \$149.92,** carried by those present.

**WARRANT 0702-2 Equipment Fund \$15.54,** carried by those present.

**5. Reports: Highway Department:** Bostrom informed the Board that three contractors reviewed the paving projects and should be submitting bids. He reported on having attended training in gravel pit management and safety and will discuss with the Highway Commissioners issues that need attending to bring our gravel pit into compliance with regulations.

**T-2** is in the shop for transmission work. Roads are being ditched and trees are being marked in the right-of-ways for felling.

Hunt reported that the Vermont Equipment Loan Fund application had been approved and discussion ensued about the need to keep on a vehicle replacement schedule, but also to consider buying a used rubbish truck.

Dezendorf said that a plate compactor would be sought for tamping asphalt and gravel and other spending needs would include engineering for culverts, replacement of the culvert on Ellen Ware road and work on the well at the Town Garage. Bostrom added that new road signs, mandated by the State, would start being installed this Fall and take three years, or so, to complete.

Lars Pedersen spoke to the Board with a request to extend the paving for a few yards on Deer Valley Road. Martin expressed appreciation for Pedersen's offer to pay for the addition, but felt that if the Town was going to extend the paving and maintain it, that that should be a cost to the Town.

**Law Enforcement Report:** Nothing at this time.

**Town Clerk's Report:** The Board reviewed the Town Clerk's cash-journal report.

**Bookkeeper's / Treasurer's Report:** Daigneault reported that there was \$201,515 in the General Fund checking account before tonight's Warrants were paid and that delinquent taxes for the 2012-13 tax year were \$147,336. That, he said, represents about 4.2 percent and is about average. Altogether, delinquent taxes total \$223,105.

Discussion ensued about how continued delays in finishing the reappraisal puts the Town and schools in a bind.

**Emergency Management Director's Report:** Dezendorf briefed the Board on planning for the Tour de Grace and the Pumpkin Festival.

**Tree Warden's Report:** Nothing at this time.

**6. Members of the Public:** Cynthia Davis was welcomed and asked about the installation of the new fuel pumps at the Town Garage. Dezendorf responded that the need for fabricating a well in which to set the pump has caused delay, but that work was slowly proceeding

Rick Hege was welcomed and discussed a draft letter that Hege had prepared for the Board to send to the Department of Education regarding the Rural Education District Study Committee's proposals. Dezendorf made a motion: **For the Board to accept and for the Chair to sign the letter the when it was formatted,** seconded by Harris and carried by those present.

Lengthy discussion continued with Davis and Hege about reappraisal and the projected timelines for Grievance Hearings.

**7. Correspondence:** A letter from FEMA requesting additional information on contract procedures for the Dam Road culvert project was reviewed. Dezendorf explained that failures to follow bidding procedures and get signed contracts in the first few weeks following tropical storm Irene might jeopardize FEMA reimbursements.

**8. Old Business: East Hill Road:** Dezendorf updated the Board on the East Hill Road project. Requests for proposals are available and a pre-bid conference with contractors is scheduled for July 8th. All of the paperwork should be in order when a final agreement is signed with an abutting property owner. Harris then made a motion: **To authorize Dezendorf to sign an agreement with the abutting land owner**

**when that is prepared,** seconded by Dezendorf and carried by those present.

**Timber Cutting: Grafton Turn:** Hunt was asked again to contact Tarbell regarding payment for timber at the Grafton turn project and Board members will visit the site to assess whether that project is complete.

Chase has met with a State forester and will oversee the process of getting proposals for cutting timber at the Town's gravel pit.

**Fire Station Study Committee:** Dezendorf nominated Cynthia Davis to be member of the Fire Station Study Committee, approved by those present.

**9. New Business:** Nothing at this time.

**10. Executive Session:** None at this time.

**11. Other Business:** None at this time.

**12. Meeting Schedules:**

**East Hill Pre-Bid Conference:** July 8th @ 9:00 A.M.

**Regular Meeting:** July 15th @ 6:00 P.M.

**East Hill Bid Opening:** July 22nd @ 6:00 P.M.

**13. Adjournment:** Harris made a motion: **To adjourn at 9:47 P.M.,** carried by those present.

Respectfully submitted,

Craig K. Hunt, assistant