

Approved: 12/01/14

TOWNSHEND SELECT BOARD

Meeting Minutes
November 17, 2014

Present: Kathy Hege; Dale West; Bob LeCours; Carole Melis

In Attendance: Joe Daigneault; Sheriff Clark; Ryan Hockertlotz; Richard Melanson; Craig Hunt

1. Call To Order: Hege called the meeting to Order at 6:00 p.m.

2. Law Enforcement Report: Melis made a motion: **To suspend the rules and meet with Windham County Sheriff Clark**, seconded by West and carried by those present.

Sheriff Clark was welcomed and explained that Deputy Brothers had had an accident and would not be on patrol for up to four weeks, but that another Deputy would be assigned to Townshend.

Lengthy discussion ensued about the low revenues received from civil fines, given the expense of contracting for law enforcement presence 40 hours a week; about the budget proposal for FY 2015-16 and about the assigned duties of a contracted deputy.

3. Approval of the Minutes: West made a motion: **To approve the Meeting Minutes of November 3, 2014**, seconded by Melis and carried by those present.

4. Additions and Deletions: Added to Old Business was the need for a single audit of Federal monies received in prior years. Added to New Business was a discussion about sale of the old compactor and whether the Town Hall should have security cameras.

5. Warrants: West moved to approve the following Warrants, all seconded by Melis:

11171 Payroll \$ **9,605.45**, carried by those present with one abstention.

11172 Payroll Tax \$ **3,771.28**, carried by those present with one abstention.

11173 General \$ **15,678.61**, carried by those present.

11174 Highway \$ **4,922.90**, carried by those present.

11175 Equipment \$ **3,351.35**, carried by those present.

11176 Highway \$ **107.25**, the bill for Uniforms failed to carry by those present.

11177 Highway \$ **14,400.00**, carried by those present.

6. Reports: Highway: Hege asked LeCours to assure that mounting No Parking signs on Fairpoint utility poles was acceptable.

Hege asked LeCours if a specific date had been given for delivery of the new plow truck and LeCours said that efforts to communicate with the body shop and receive a completion date had been unsuccessful. Discussion continued about the Deer Ridge Road culvert; guardrails on Grafton Road; activating the software system for the Highway Garage fuel depot and fuel slips for fire vehicles.

Hege asked about cutting the dead trees on Route 35, contracted to Mayotte last summer and LeCours said that he understood it was supposed to have been begun two weeks ago. Melis then made a motion: **To instruct Hunt to contact Mayotte by phone and in writing to cancel the contract and to make inquiries with other tree cutting services about the job,** seconded by West and carried by those present.

Hege asked again and received assurance from LeCours that Highway crew worksheets would be brought to the Select Board for review.

Following brief discussion, Melis made a motion: **To have Hunt price out and buy a refrigerator for the Highway garage to replace the one which failed, not to exceed \$450.00, or buy one for the Town Hall and send the Town Hall's refrigerator to the garage,** seconded by West and carried by those present.

Hege read written comments from Steve Lott complaining that the Highway crew was salting the roads unnecessarily.

West mentioned that a tree on Grafton Road was dangerously leaning and LeCours said that it would be felled this week.

Bid Opening: Hege opened the one bid received for paving a 350 foot section of Athens Road. Following discussion, Melis made a motion: **To award a contract to Bazin Brothers for shim-coating a section of Athens Road 350 feet by 21 feet in an amount not to exceed \$11,315.00, if agreeable to the Highway Foreman and Highway Commissioner,** seconded by West and carried by those present.

Town Clerk's Report: The Select Board reviewed the Town Clerk's cash journal report from the prior weeks.

Treasurer's Report: Daigneault reported that the General Fund checking account held a balance of \$598,984.20 prior to the payment of the November 17th Warrants.

7. Members of the Public: Ryan Hockerlotz was welcomed, but said that he had nothing to discuss at this time.

8. Correspondence: Hege read a letter from Maggie Bills expressing interest in filling the Auditor's position vacated by Adrienne Esquivo and Melis made a motion: **To appoint Maggie Bills to the position of Auditor until Town Meeting, 2015,** seconded LeCours and carried by those present.

Hege referenced a request from the West River Sno-Goers Club to travel upon or traverse various Town roadways. She expressed concern about snowmobiles riding along and over high snowbanks dangerously. Following discussion, Melis made a motion: **To grant to the West River Sno-Goers Club permission to travel upon or traverse the**

Town roadways, as requested, except for the Route 30 crossing request at Riverbend Market and near the Dam Diner, over which the Select Board, but V-Trans, has jurisdiction, seconded by West and carried by those present.

Hege acknowledged receipt of a request from WCSU for \$1,000.00 in taxpayer funding, (either as a Special Article on the Town Meeting agenda, or as a Social Service commitment), for an after-school program that would pay Leland & Gray students to meet with and counsel Townshend Elementary School students. Hege summarized the Select Board's written response to the after-school program director highlighting the inability of the Select Board to honor this request, given the education funding laws. Melis then made a motion: **To ratify the letter from the Select Board to WCSU in response to its request for taxpayer funding of an after-school program,** seconded by LeCours and carried by those present.

9. Old Business: Stone Arch Bridge Repair Update: Nothing at this time.

Audit: The Board acknowledged receipt of a proposal from McSoley McCoy for an independent single audit of FY 2012-13. Hunt reported that receipt of Federal funds during that year appeared to be below the threshold of an audit requirement and agreed to speak with finance officials at the State level to verify this.

FEMA Reimbursement: Hunt reported that filing with FEMA for reimbursement of the East Hill Road project was proceeding slowly.

Oakwood Cemetery Acreage Correction: Hunt reported that he would discuss this matter with the Listers and the Town Clerk prior to the next meeting.

Streetlights: Melis reported that a recent survey of streetlights established that billing by Green Mountain Power for 34 streetlights was in error, as only 26 were in place. Melis said that she would corroborate the count and locations with a Green Mountain Power representative and continue to assess the opportunities for cost savings through a program offered by Efficiency Vermont. Melis made a motion: **To have the chair sign a Memorandum of Understanding with Efficiency Vermont for a study,** seconded by West and carried by those present.

Melis then recommended to Board members that consideration be given to possibly removing lights on poles #783 on Route 35; #686 on Route 30; # 535-3 on Old Route 30; #826 on Route 30, #799 on Route 30 and #742 on Route 30.

Draft Select Board Report for the Town Meeting Report: Nothing at this time.

10. New Business: Compactor: Following discussion, LeCours made a motion: **To instruct Hunt to post fliers locally and put an add on the internet listing the old International compactor for sale at an amount not less than its approximate scrap value, or \$2,500.00,** seconded by West and carried by those present.

Trash Collection: Lengthy discussion ensued about Townshend's future with trash collection and the Board reached a consensus that a meeting should be held with

representatives from Windham Solid Waste Management and other consultants as early as possible in December.

Town Hall Security: Brief discussion about the inability of elected officials to verify who worked in Town Hall on holidays or during off-hours led to a general discussion about the inability of anyone to know who came to or used the Town Hall at anytime. Reference was made to the security cameras at the Highway Garage and Melis made a motion: **To have Hunt look into the cost of a security camera system for the Town Hall**, seconded by West and carried by those present.

11. Other Business: None at this time.

12. Executive Session: Melis made a motion: **To enter Executive Session under 1 V.S.A. 313-A3 at 9:22 p.m. to discuss Townshend's legal representation**, seconded by West and carried by those present.

The Board returned from Executive Session at 9:35 p.m., and as a result, no action was taken.

13. Meeting Schedules: Budget Workshop: Nov. 20th @ 6:00 p.m.
Regular Meeting: Dec. 1st @ 6:00 p.m.

14. Adjournment: Melis made a motion: **To adjourn at 9:37 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt