

approved: 12/15/14

TOWNSHEND SELECT BOARD

Meeting Minutes
December 1, 2014

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

In Attendance: Joe Daigneault; Kurt Bostrom; Laura Richardson; Richard Melanson; Craig Hunt

1. Call To Order: Hege called the meeting to Order at 6:01 p.m. and Melis made a motion: **To suspend the rules and postpone a scheduled Executive Session until later in the meeting**, seconded by West and carried by those present.

2. Approval of the Minutes: Melis made a motion: **To approve the Meeting Minutes of November 17, 2014, as corrected**, seconded by West and carried by those present.

3. Additions and Deletions: Added to New Business were discussions about Departmental work reports and need for Personnel Policy clarifications, and added to Correspondence were letters from Thara Fuller at WCSU and Susanna Palmer.

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

12101 Payroll \$ **8,881.63**, carried by those present with one abstention.

12102 Payroll Tax \$ **3,421.45**, carried by those present.

12103 General \$ **2,680.67**, following discussion about the need to clarify what types of equipment the taxpayer paid for at the fire department, the motion carried by those present.

12104 Highway \$ **56.10**, carried by those present.

12106 Highway \$ **107.25**, failed to carry by those present.

12105 Equipment \$ **4,175.18**, following discussion about an expected credit and the need to validate local purchases of gasoline, the motion carried by those present.

12107 Highway \$ **510.00**, following discussion about a Town culvert installed by a homeowner, this Warrant, to reimburse material costs incurred by the homeowner was approved on condition that the Highway Foreman verify the charges.

12108 General \$ **318.00** carried by those present.

5. Reports: **Highway:** Bostrom delivered work reports to Board members, (to be discussed under New Business), and reported that he had shown the old compactor to a prospective buyer. Hunt reported that a firm offer had been received from that individual, though it was lower than the asking price.

Bostrom confirmed to the Board that the No Parking signs on Route 35 would have to be removed from the utility poles. He gave an update of vehicle repairs needed

following the first plowing of snow and said that the new compactor would need new batteries and some electrical service work on dashboard instruments.

Law Enforcement Report: Nothing at this time.

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 he hadn't gotten a current General Fund checking account balance subsequent to depositing tax revenues in the amount of \$204,831.40.

6. Members of the Public: Laura Richardson was greeted and discussed the upcoming Holiday of Hosres Parade scheduled for December 7, 2014, at 1:00 p.m.

7. Executive Session: West made a motion: **To enter Executive Session under 1 V.S.A. 313-a3 at 6:53 p.m., to discuss appointments**, seconded by LeCours and carried by those present.

The Select Board returned from Executive Session at 7:14 p.m., and as a result, no action was taken.

8. Correspondence: Hege read a letter from Susanna Palmer expressing her interest in being appointed to the office of Lister. Hunt was instructed to respond with appreciation and relay to her that a Notice of Vacancy would be posted when the opening became official.

Hege acknowledged a letter from Thara Fuller at WCSU, thanking the Select Board for its response to her request for funding an after-school program.

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

FEMA Reimbursement: Nothing at this time.

Oakwood Cemetery Acreage Correction: Nothing at this time.

Streetlights: Melis reported that she was awaiting correspondence from Green Mountain Power.

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

Fuel Depot Software Installation: Hunt reported that SCI had been contacted and would be arranging to have a technician install the software.

10. New Business: Highway Department Reports: Lengthy discussion ensued regarding work reports requested by the Board from the Highway Department and how they should be formatted and what they should include.

Personnel Policy: Lengthy discussion ensued about errors and ambiguities written in the employee compensation section of the Personnel Policy. Board members agreed to study these issues and attempt to make corrections at the next meeting.

Trash Collection: Discussion ensued about the future of Townshend's trash collection and a workshop on the subject was scheduled for December 8, 2014, at 6:00 p.m. Hunt was asked to contact representatives from WSWMD to see if they could attend.

11. Other Business: None at this time.

12. Executive Session: Melis made a motion: **To enter Executive Session at 8:19 p.m., under 1 V.S.A. 313-A3 to discuss Townshend's legal representation,** seconded by West and carried by those present.

The Board returned from Executive Session at 8:45 p.m., and as a result, no action was taken.

13. Meeting Schedules: Budget Workshop: Dec. 4th @ 6:00 p.m.
Transfer Station Workshop: Dec. 8th @ 6:00 p.m.
Regular Meeting: Dec. 15th @ 6:00 p.m.

14. Adjournment: LaPointe made a motion: **To adjourn at 8:47 p.m.,** carried by those present.

Respectfully submitted,

Craig K. Hunt