

approved: August 18, 2014

**TOWNSHEND SELECT BOARD**

Meeting Minutes

August 4, 2014

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

In Attendance: Joe Daigneault; Dale Davis; Tad Montgomery; Alice Gausch; Adrienne Esquivio; Barbara Bedortha; Richard Melanson; Craig Hunt

**1. Call To Order:** Hege called the meeting to Order at 6:03 p.m.

**2. Approval of the Minutes:** Melis made a motion: **To approve the Minutes of July 21, 2014**, seconded by West and carried by those present.

**3. Additions and Deletions:** Grafton Culvert Bids was deleted from Old Business and Ancient Roads was added. To New Business, Errors and Omissions was added.

**4. Warrants:** West made motions to approve the following Warrants:

**80401 Payroll**        \$ **10,813.03** seconded by Melis and carried by those present with one abstention.

**80402 Payroll Tax** \$ **6,993.90** seconded by LeCours and carried by those present.

**80403 Highway**     \$ **772.16** seconded by Melis and carried by those present.

**80404 Equipment** \$ **3,037.92** seconded by Melis and carried by those present.

**80405 Equipment** \$ **319.66** seconded by Melis and carried by those present.

**80406 Highway**    \$ **3,857.32** seconded by Melis and carried by those present.

**80407 General**     \$ **3,915.86** seconded by Melis and carried by those present.

**80408 Highway**    \$ **162.56** seconded by Melis and carried by those present.

**80409 General**     \$ **1,563.42** seconded by Melis and carried by those present.

**80410 General**     \$ **38.50** seconded by LeCours and carried by those present.

**5. Reports: Highway:** In Bostrom's absence, LeCours reported that he and Bostrom had flagged the area at the gravel pit and were preparing a request for bids proposal to

have the stumps pulled; that a contractors meeting was scheduled for the Grafton Road culvert project on August 5<sup>th</sup> at 9:00 a.m.; that T-1 had been sent to Patriot for last winter's fire-damage repairs, and that Bostrom hadn't met with Todd Menenes from ANR to discuss options on the Deer Ridge Road culvert project.

Hege raised the following concerns:

1. That Townshend's Tree Warden had asked again about a cutting schedule for trees marked for felling since last fall. LeCours responded that the Highway Department was waiting for the Tree Warden to notify property owners.
2. That a new diesel fuel pump, bought almost two years ago and installed last spring, was still not operational. LeCours responded that the electrician was trying to contact the supplier with wiring questions.
3. That annual performance evaluations of highway employees and the transfer station attendant by Bostrom were awaited by the Select Board.
4. That new road signs needed to be ordered and installed. LeCours responded that a list had been made and that a schedule for replacing the signs would be made.
5. That while a request for State reimbursement of the Ellen Ware Road culvert was just submitted, not all the bills from last September had been received or paid until this week. Highway Department management needed to pay more attention to the close-out of these projects.
6. That prices quoted on the phone for grader blades and put on a purchase order were lower than the bill received, accepted by the Select Board and paid.
7. That complaints had proven true on testing that for almost a week, the answering machine at the garage was not taking messages because reportedly full. Hege asked that the call log sheet be provided to the Select Board for review.
8. That the right-of-way access road and parking lot work behind Town Hall needed to be scheduled. LeCours said that he would call Dig-Safe.
9. Asked about the status of fabrication on the new truck, LeCours indicated that he thought it had just arrived at the dealer and wasn't yet sent for work at the body shop.

West asked about the culvert on Grafton Road at the bottom of Deer Ridge Road, which only needed fill to cover the surface washout, but which had been marked with traffic cones since Spring. LeCours said that it would be taken care of soon.

Melis asked again that Bostrom be present at Select Board meetings to answer questions directly.

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

**Town Clerk's Report:** None at this time.

**Treasurer's Report:** Daigneault reported on the receipt of first quarter taxes and relayed that the General Fund currently held about \$366,000.00. Hunt reported that the \$40,000 requested from the Vermont Equipment Loan Fund toward the purchase of the new truck had been received.

**6. Correspondence:** Hege acknowledged receipt of a draft Lease commitment from the Vermont Telecommunications Authority requesting approval to install a cell phone antenna in Town Hall with a solar panel on site to keep back-up batteries charged. She then summarized her phone conversation with David Malko of the Vermont Resiliency Program. Hunt relayed that the proposal has been in the works for more than two years, but that details had substantively changed. The Board took no action at this time.

**7. Members of the Public:** Dale Davis was welcomed and requested that the Select Board appoint a representative of the Board to join the Fire Station Study Committee. Davis was asked to contact LaPointe, who had previously expressed interest.

Alice Gausch, Adrienne Esquivio and Barbara Bedortha were welcomed and expressed their interest in serving as Town Auditors.

Melis made a nomination: **To appoint Barbara Bedortha to serve as an Auditor until Town Meeting in March 2015**, carried by those present.

Melis made a nomination: **To appoint Adrienne Esquivio to serve as an Auditor until Town Meeting in March 2015**, carried by those present.

Melis made a nomination: **To appoint Alice Gausch to serve as an Auditor until Town Meeting in March 2015**, carried by those present.

**8. Old Business: SOVEREN Solar Lease Agreement:** After brief discussion, Melis made a motion: **To sign the Lease Agreement with SOVEREN Solar, Inc., and have it be effective contingent upon inclusion of the Exhibits needing to be attached and the signature of Peter Thurrell prior to 7:00 p.m. on August 7, 2014**, seconded by West and carried by those present.

**Solarize Windham:** Tad Montgomery was welcomed and spoke briefly about SolarizeWindham's programs that, with municipal endorsement, bring affordable solar energy to individuals in Windham County. Discussion ensued with Board members agreeing to study the opportunities further.

**Ancient Roads:** West suggested that the Select Board schedule site visits to better understand certain ancient roads, proposing that on August 23<sup>rd</sup>, the Board examine, Maggie Ladd Road, Sam Farr Road, and the Styles Brook Road extension, which are determined Class IV roads. West then proposed that on September 6<sup>th</sup>, the Board visit Joy Brook Road, Manning Road, Fisher Road and Decker's Camp Road, which are undetermined roads.

Select Board members agreed to these dates and Hunt was instructed to send Notices to abutters of those roads which are to be visited on September 6<sup>th</sup>.

**9. New Business: Errors and Omissions:** Melis made a motion: **To change the valuation of real property owned by Calvanese from \$61,400.00 to \$6,100.00, as requested by the Listers Office,** seconded by West and carried by those present.

Melis made a motion: **To change the valuation of real property owned by VELCO from \$14,947,100.00 to \$15,102,200.00 as requested by the Listers Office,** seconded by West and carried by those present.

Following discussion, Melis made a motion: **To table the Listers request to change the real property valuation of Charles until the Listers provide more clarity about the circumstances,** seconded by West and carried by those present.

**10. Other Business:** West gave accolades to the Highway Department for its installation of curbstones at the Library.

**11. Executive Session:** Melis made a motion: **To enter Executive Session at 8:05 p.m. under 1 VSA 13-a3 for the evaluation of a public employee,** seconded by West and carried by those present.

The Board returned from Executive Session at 8:38 p.m. and, as a result, no action was taken.

**12. Meeting Schedules:** Policies Workshop: August 14, 2014 @6:00 p.m.  
Regular Meeting: August 18, 2014 @ 6:00 p.m.  
Ancient Roads Site Visits: August 23, 2014 @ 10:00 a.m.

**13. Adjournment:** Melis made a motion: **To adjourn at 8:40 p.m.,** carried by those present.

Respectfully submitted,

Craig K. Hunt