

approved: 8/17/15

TOWNSHEND SELECT BOARD
Special Meeting Minutes
July 14, 2015

Present: Kathy Hege; Kit Martin; Kyle LaPointe; Irvin Stowell; Robert Wright;
In Attendance: Craig Hunt

1. **Call To Order:** Hege called the Special Meeting to Order at 6:07 p.m.
2. **Additions and Deletions:** Added was the need for an Executive Session; to New Business, a need to convene as the Board of Health; to Old Business, discussion about award of a Paving Contract and applying for a Line of Credit.
3. **New Business:** LaPointe made a motion: **To convene as the Board of Health, seconded by Martin and carried by those present.** Discussion ensued regarding findings on a Rental Inspection report submitted by Health Officer, Shafer, dated July 1, 2015, for a premises on Peggy's Lane. Hunt was instructed to prepare a Letter of Intent from the Townshend Board of Health to issue a Health Order on August 3, 2015, and have it served upon the owner.
LaPointe then made a motion: **To adjourn as the Board of Health and return to Select Board business,** seconded by Wright and carried by those present.
4. **Old Business:** The Board discussed awarding a contract for paving, but postponed a decision until there was more clarity from the Finance Office as to where the fiscal year budget stood.
Hege noted that a Line of Credit application submitted at the end of June had been denied for failure to show any need for borrowing in anticipation of taxes. Hunt was instructed to review the Town's current and projected finances and prepare a new \$250,000 Line of Credit application for submission to People's Bank.
5. **Executive Session:** LaPointe made a motion: **To enter Executive Session at 6:26 p.m., under 1 V.S.A. 313a-4 to evaluate an employee,** seconded by Martin and carried by those present.
The Board returned from Executive Session at 7:26 p.m., and, as a result, Hunt was instructed to inquire about hiring outside auditors to regularly review the Town's finance and Martin made a motion: **To instruct the Select Board chair to speak with NEMRC about concerns and bring a representative in, if possible, to facilitate with closing-out the fiscal year,** seconded by LaPointe and carried by those present.
6. **Meeting Schedules:** Regular Meeting: July 20, 2015, at 6:00 p.m.
7. **Adjournment:** LaPointe made a motion: **To adjourn at 7:33 p.m., and enter into a Tax Rate Workshop,** carried by those present.

Respectfully submitted,
Craig K. Hunt