

approved: 8/17/15

TOWNSHEND SELECT BOARD

Meeting Minutes

July 6, 2015

Present: Kathy Hege; Kit Martin; Irvin Stowell; Robert Wright;

In Attendance: Joe Daigneault; Kurt Bostrom; Rick Hege; Sharry Manning; Cor Trowbridge; Drew Hazelton; Gaila Gulack; Bob DeSiervo; John Evans; Craig Hunt

1. Call To Order: Hege called the meeting to Order at 6:15 p.m.

2. Bid Opening: Hege opened three bids received for paving projects in Townshend:

	<u>Grafton Road A</u>	<u>Grafton Road B</u>	<u>East Hill Road</u>	<u>Athens Road</u>
Bazin:	26,917.80	42,743.10	36,605.25	161,131.05
	73.95/ton	73.95/ton	73.95/ton	73.95/ton
Lane:	28,268.90	43,747.20	38,678.50	155,291.60
	82.90/ton	74.40/ton	75.25/ton	69.70/ton
Springfield:	25,064.04	39,801.08	34,085.70	149,977.08
	68.86/ton	68.86/ton	68.86/ton	68.86/ton

Discussion ensued with Bostrom regarding the State grant for approximately \$130,000.00 that has been awarded toward the Grafton Road A and the Athens Road paving. The Select Board withheld any decision to proceed until it could better assess the Town's financial ability to meet the costs of those two projects, and the absolute need for the others.

3. Approval of the Minutes: Wright made a motion: **To approve the Meeting Minutes of June 15, 2015**, seconded by Stowell and carried by those present with one abstention.

4. Additions and Deletions: Added to New Business was Errors & Omissions from the Listers; to Highway Report, Enforcement of Transfer Station Rules and Policies; to Old Business, ratification of the Easement and License Agreement for 1988 VT Rte 30; to Executive Session, an Employee Evaluation; and to the Treasurer's Report, an Order.

5. Reports: Highway: The Select Board, with Bostrom, approved posting of the Request for Proposal for repairing the Deer Ridge Culvert, due July 20th, with a completion date of no later than October 1st. And the Select Board, with Bostrom, approved posting the Request for Bids on roadside mowing, due July 20th, with a completion date no later than mid-September.

Bostrom reported that the Sterling was back from repairs and will notify DeLurey to see if there is still an interest in its purchase. At the next meeting, the Board will review DeLurey's offer, or consider putting the Sterling up for general sale.

Following discussion regarding proposed changes in the Transfer Station Attendant's job description, Martin made a motion: **To adopt the proposed Transfer Station Attendant's Job Description contingent upon prior discussion with the attendant**, seconded by Wright and carried by those present.

Matters of security at the Transfer Station were discussed, as illegal recycling and off-hour dumping of trash continues. Martin made a motion: **To purchase and install a fourth video camera, if finances permit**, seconded by Stowell and carried by those present. Martin made a motion: **To re-install the gate at the Highway Garage barring access to the Transfer Station facility during off-hours**, seconded by Stowell and carried by those present.

6. Members of the Public: Hege made a motion: **To suspend the rules in order to hear from members of the public**, seconded by Stowell and carried by those present.

Sharry Manning of the Employee Assistance Program was welcomed and provided the Select Board with a briefing about the services available through Townshend's Insurance carrier. All elected officers, appointed officials, employees and household members are entitled to short-term counseling and resource referrals.

Cor Trowbridge of BCTV was welcomed and presented the Select Board with an overview of BCTV's mission, organizational history and accomplishments in providing public access to information.

Drew Hazelton of RESCUE, Inc., was welcomed and informed the Select Board about developing plans to build a permanent home on a parcel of Prouty's land in West Townshend for the organization.

Gaila Gulack was welcomed and referenced a letter written to the Select Board requesting permission to set-up a massage chair on Townshend Common a couple of times a week through the Summer. Lengthy discussion ensued, with Gulack assuring the Board that she could provide insurance certificates. Martin and Stowell each commented that the Common historically has not, and should not be used for the conduct of private for-profit businesses.

Wright made a motion: **To allow Gaila Gulack to use the Town Common on a part time basis for providing massage services, pending receipt of proof of insurance**. The motion failed for lack of a second. Discussion continued and the Board agreed to consider crafting a use policy for the Town Common and the issue of whether or not to give Gulack a permit was tabled until the next meeting.

John Evans was welcomed and discussion returned to the probability of RESCUE relocating from Grace Cottage Hospital to West Townshend. Evans expressed his concerns about the move and proposed that the Townshend Fire Department might work with RESCUE to design and build a shared facility. With Dale West, Rick Hege and Bob DeSiervo, the Select Board engaged in lengthy conversation about the long-term physical and financial practicality of combining a private business with a municipal service organization; about Townshend Fire Department's decade-long reluctance to propose building a new fire station; and about RESCUE's immediate need to meet its immediate obligations.

Evans mentioned to the Board that the gazebo was in want of paint and that pedestrian safety issues should be addressed on Route 35 between Grace Cottage Hospital and Valley Cares.

7. Reports: Law Enforcement: None at this time.

Town Clerk: The Select Board reviewed the Town Clerk's cash journal reports from the prior weeks which included sales of the new trash bags.

Treasurer: Daigneault reported that the General Fund account currently held a balance of \$ 473,469.25, prior to the payment of Warrants. Hege read a letter from the People's Bank Loan Department denying Townshend's line-of-credit application for failure to show that any deficits were projected in the coming year. Hunt was asked to review the application, made by the Finance Office, with Daigneault.

Following brief discussion, Martin made a motion: **To sign a letter of instruction for the Treasurer to move \$1,632.61 from the Library Trustees account to the General Fund**, seconded by Stowell and carried by those present.

8. Executive Session: Martin made a motion: **To enter Executive Session at 8:25 p.m. under 1V.S.A. 313-a-3 to evaluate an employee**, seconded by Wright and carried by those present.

The Board returned from Executive Session at 8:42 p.m., and, as a result, Martin made a motion: **To instruct the chair to discuss problems with the employee and seek outside assistance to resolve the issues, if needed**, seconded by Stowell and carried by those present.

9. Warrants: Wright made motions to approve the following Warrants:

70601 Payroll \$7,270.12, seconded by Martin and carried by those present.

70602 Payroll Deductions \$2,825.43, seconded by Stowell and carried by those present.

70603 General Fund \$9,825.63, seconded by Martin. Following discussion, the motion failed to carry, as presented. Martin made a motion: **To deny payment to SOVERN Solar for excess energy production until the Invoice is straightened out**, seconded by Stowell and carried by those present.

70603, amended, General Fund \$ 8,860.05, seconded by Martin and carried by those present.

70604 Highway Fund \$5,816.27, seconded by Stowell and carried by those present.

70605 Equipment Fund \$17,379.55, seconded by Martin and carried by those present.

70606 Missing.

70607 General Fund \$6,550.00, seconded by Martin and carried by those present.

70608 General Fund \$3,730.35, seconded by Martin and carried by those present.

10. Correspondence: Hege read a letter from Henry Pinckney declaring himself the, "spokesperson for Harmonyville." Hunt was instructed to refrain from responding.

Hege read a letter from Tiz Garfield advocating that repair work continue on the Town Hall and, following discussion, Hunt was requested to review the plans already in place and provide the Board with an overview.

11. Old Business: Easement And Deed: Martin made a motion: **To ratify the decision to grant Mary Moberly an Easement for a septic tank and a License to install a fence at 1988 VT RT 30.** The motion failed for lack of a second.

SOVEREN Solar - Plumb Road: Hege made note that an application submitted to the Vermont Public Service Board for a Certificate of Public Good by SOVEREN Solar, (d.b.a., Plumb Road Community Solar, LLC), had been withdrawn following the meeting at the proposed site.

SOVEREN Solar – Net Metering: Following discussion, the Board, by general consent, requested that the Chair discuss the net-metering agreement with Townshend’s attorney.

Officer Appointments: Martin nominated Susan LeCours as Townshend’s representative to Valley Cares, carried by those present.

Following discussion, Martin nominated John Evans as Townshend’s Floop Plain Administrator. Evans declined to accept, requesting time to consider the appointment.

Law Enforcement Contract: Lengthy discussion ensued regarding the proposed Windham County Sheriff Department’s FY2015-16 contract and Martin made a motion: **To table any decision on a Law Enforcement contract until receiving a proposal from the Vermont State Police,** seconded by Wright and carried by those present.

12. New Business: Errors and Omissions: Martin made a motion: **To approve the Listers request to add SOVEREN Solar’s assets to the Grand List, as required,** seconded by Wright and carried by those present.

Windham County Humane Society Contract: Martin made a motion: **To sign the proposed FY2015-16 contract with the Humane Society,** seconded by Wright and carried by those present, with one opposed.

Budget Status Report: Hege noted for the record that the elected Auditors have not showed up to assist the Town in closing out the year and Martin said that there is little confidence in the budget figures that are being presented.

Hunt was instructed to continue working on a Municipal Tax Rate proposal for the Select Board and a Tax Rate Workshop was scheduled for July 14, 2015, at 6:00 p.m.

13. Other Business: None at this time.

14. Meeting Schedules: Tax Rate Workshop July 14, 2015 @ 6:00 p.m.
Regular Meeting: June 6, 2015, at 6:00 p.m.

15. Adjournment: Stowell made a motion: **To adjourn at 10:20 p.m.,** carried by those present.

Respectfully submitted,

Craig K. Hunt