

approved: May 10, 2016

TOWNSHEND SELECT BOARD

Meeting Minutes

April 26, 2016

Present: Kathy Hege; Irvin Stowell; Robert Wright; Kyle LaPointe

In Attendance: Joe Daigneault; Kurt Bostrom; Sherwood Lake; Rick Hege; Robert DeSiervo; Becky Nystrom; Richard Melanson; Craig Hunt

1. **Call To Order:** Hege called the meeting to Order at 6:10 p.m.
2. **Approval of the Minutes:** LaPointe made a motion: **To approve the Minutes of March 22, 2016**, seconded by Wright and carried by those present.
3. **Additions and Deletions:** Added to Correspondence was a letter for the Board of Health, a letter from Anita Bean, a letter from Walter Meyer and a letter from WSWMD. To Other Business, Loan Equipment Financing Payoff, Bartlett Tree contract proposal and Eagle Creek update was added.
4. **Reports: Highway Department Report:** Bostrom requested that B.D.M. be hired for street sweeping at a rate of \$125.00 per hour and recommended that, because beavers were a problem on East Hill Road, that they should be trapped. He also reported that brake parts were on order for the Freightliner and presented the Board with Better Backroads grant applications which needed to be signed.

Hege requested updates on the B&B tire chain and Atlantic Broom road sign invoices which the Board had not previously approved and Bostrom said that he was still working on resolving these.

Following discussion, Wright made a motion: **To have the beavers trapped on East Hill Road and provide Otto Tarbell with a bounty payment of \$100.00 apiece**, seconded by LaPointe and carried by those present.

DeSiervo asked Bostrom whether the Better Backroads grants included stabilization of the embankments on Simpson Brook Road and Bostrom explained that the grant was for an embankment on Plumb Road, only.

LaPointe made a motion: **To contract with B.D.M. for street sweeping**, seconded by Stowell and carried by those present.

With Bostrom, the Board reviewed a surveillance tape from the Town Garage showing trucks taking loads of sand from the shed. Discussion included instruction to Bostrom to keep the gates closed except during working hours and the Board's intent to identify and prosecute individuals who steal from the Town, or dump trash illegally.
5. **Members of the Public:** Sherwood Lake was welcomed and briefly discussed Townshend's Emergency Operations with the Board. As no quorum was present at the April 12, 2016, Hege

briefed members on discussions with Lake at that time. LaPointe then made a motion: **To appoint Sherwood Lake as Townshend's Emergency Management Director**, seconded by Wright and carried by those present.

Law Enforcement Report: None at this time.

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

Treasurer's Report: Daigneault reported that there was currently \$800,655.11 in the General Fund checking account.

6. Warrants: LaPointe made motions to approve the following Warrants:

41201 Payroll \$ 9,359.79, seconded by Stowell and carried by those present.
41202 Payroll \$ 8,480.03, seconded by Stowell and carried by those present
41203 Taxes \$ 7,129.06, seconded by Wright and carried by those present.
41204 General \$12,320.00, seconded by Stowell and carried by those present.
41205 General \$ 2,975.00, seconded by Stowell and carried by those present.
41206 Hgwy \$ 5,592.10, seconded by Stowell and carried by those present.
41207 Equip \$ 2,447.31, seconded by Stowell and carried by those present.
41208 General \$ 4,502.33, seconded by Stowell and carried by those present.
41209 Equip \$ 1,470.62, seconded by Wright and carried by those present.
41210 General \$ 1,000.00, seconded by Wright and carried by those present.
41211 Equip \$ 1,353.57, seconded by Wright and carried by those present.
41212 Equip \$ 868.90, seconded by Wright and carried by those present.
41213 General \$ 4,071.50, seconded by Wright and carried by those present.

42601 Payroll \$ 9,870.62, seconded by Wright and carried by those present.
42602 Taxes \$ 3,912.31, seconded by Wright and carried by those present.
42603 General \$ 5,312.13, seconded by Stowell and carried by those present.
42604 Hgwy \$ 950.00, seconded by Stowell and carried by those present.
42605 Hgwy \$ 285.00, seconded by Stowell and carried by those present.
42606 General \$ 1,133.89, seconded by Wright and carried by those present.
42607 General \$ 84.89, seconded by Stowell and carried by those present.
42608 Equip \$ 1,210.82, seconded by Stowell and carried by those present.
42609 Hgwy \$ 178.25, seconded by Stowell and carried by those present.
42610 Equip \$ 3,120.00, seconded by Wright and **FAILED** by those present.
42611 Hgwy \$ 3,630.00, seconded by Wright and **FAILED** by those present.
42612 General \$ 1,200.00, seconded by Stowell and carried by those present.

7. Correspondence: Hege summarized a letter copied to the Townshend Board of Health, written by Craig Hunt and addressed to a resident regarding a complaint presented to Townshend's Health Officer about an accumulation of trash. The letter requested that the resident dispose of this trash prior to the Board of Health needing to deliberate upon issuing an official Health Order.

Hege read a letter from Andrea Royce with an estimate for replacement of a mailbox and post allegedly destroyed by a Town plow. Following brief discussion, LaPointe made a motion: **To have Hunt confirm with the Highway Foreman whether the Town was responsible and**

invoice the estimate for payment at the next meeting, seconded by Wright and carried by those present with one abstention.

Hege read a letter from Anita Bean stating that until a new janitor for the Town Hall could be found, she would attend to the cleaning.

Hege referenced a letter received from Walter Meyer, solicited by one of the Listers, suggesting that the Select Board is interfering in the conduct of Lister business by adopting a policy requiring all hourly employees to use a time clock to record their work time.

Stowell explained a notice received from the Windham Solid Waste Management Division pertaining to the prohibition of plastic containers marked #3 through #7 from the recycling stream. Board members then discussed the need to educate the public and the cost implications upon the Town for non-compliance.

8. Old Business: Knox Box Key Policy: A draft Knox Box Key Assignment policy was discussed with Emergency Management Director, Lake. Lake will endeavor to revise the policy for presentation to the Board at its next meeting.

Officer Appointments: Stowell made a motion: **To appoint Brad Horn as Townshend's representative to the Windham Regional Commission**, seconded by LaPointe and carried by those present.

S.V.E. Contract: LaPointe made a motion: **To ratify the contract with S.V.E. for a metes and bounds survey at the culvert replaced on Dam Road following tropical storm Irene**, seconded by Stowell and carried by those present.

9. New Business: Liquor Licenses: Following discussion, LaPointe made a motion: **To approve the application from the West Townshend Community Center for a liquor license that includes outside consumption**, seconded by Wright and carried by those present.

Road and Bridge Standards: LaPointe made a motion: **To approve the Certification of Compliance with Road and Bridge Standards**, seconded by Stowell and carried by those present.

Highway Financial Statement: LaPointe made a motion: **To approve the Highway Financial Statement**, seconded by Wright and carried by those present.

WSWMD Hazardous Waste Pick-Up: Stowell made a motion: **To approve the scheduling of the Hazardous Waste Pick-Up Day for June 11, 2016, at the Townshend Garage**, seconded by Wright and carried by those present.

Bartlett Tree Service: Stowell made a motion: **To sign a contract with Bartlett Tree Service for Town Common tree fertilizing after July 1, 2016**, seconded by LaPointe and carried by those present.

Tax Sale Property: Stowell made a motion: **To enter Executive Session with Delinquent Tax Collector Nystrom under 1 V.S.A. 313 a2 at 8:18 p.m.**, seconded by LaPointe and carried by those present.

The Board returned from Executive Session at 8:25 p.m., and, as a result, LaPointe made a motion: **To authorize the Board chair to purchase property #04074 000 for the Town of Townshend at Tax Sale on April 27, 2016, if no other valid bids are received**, seconded by Wright and carried by those present.

10. Other Business: After review of the Better Backroads Grant applications received from Bostrom, Stowell made a motion: **To authorize the Board chair to sign the applications as soon as the figures are corrected**, seconded by Wright and carried by those present.

11. Meeting Schedules: Regular Meeting: May 10, 2016, at 6:00 p.m.

12. Adjournment: Stowell made a motion: **To adjourn at 8:28 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt