

approved: 9/27/16

**TOWNSHEND SELECT BOARD**  
Meeting Minutes  
August 23, 2016

**Present:** Kathy Hege; Kit Martin; Robert Wright; Kyle LaPointe

**In Attendance:** Joe Daigneault; Terri Garland; Kurt Bostrom; Christina Angell; Richard Melanson, BCTV; Craig Hunt

**1. Call To Order:** Hege called the meeting to Order at 6:00 p.m.

**2. Land Lease: Grace Cottage Hospital:** Martin made a motion: **To renew a 25-year municipal land lease with Grace Cottage Hospital, Inc., recorded 4 November 1991, at Book 13, page 156, of the Townshend General Records, upon revised terms for annual rental payments,** seconded by LaPointe. Following discussion about the annual rental payment of \$750.00, the motion failed to carry by those present.

Martin then made a motion: **To propose a 3-year municipal land lease agreement with Grace Cottage Hospital, Inc.,** seconded by LaPointe and carried by those present.

**Land Lease: SOVEREN Solar:** Martin made a motion: **To ratify a 30-year municipal land Lease Agreement with SOVEREN Solar, Inc., recorded 7 August 2014, at Book 109, page 886, of the Townshend Land Records,** seconded by Wright and carried by those present.

**3. Transfer Station:** Hege acknowledged completion of the application process, including Public Notices, for a 10-year recertification of the Townshend Transfer Station with the Vermont Department of Environmental Conservation, Solid Waste Management Program.

**4. Approval of the Minutes:** Martin made a motion: **To approve the Minutes of August 2, 2016,** seconded by Wright and carried by those present with one abstention.

**5. Additions and Deletions:** Added to Correspondence was a CPG application from Integrated Solar, a letter from Valley Cares and a rental inspection report from Townshend's Health Officer.

**6. Reports: Highway Report:** Bostrom reported that Bazin Brothers had finished crushing gravel at the town pit and that he had received a quote from Cersosimo Inc. for the delivery of winter sand at \$13.50 per cubic yard.

Bostrom informed the Board that he had spoken with Matt Mann of the Windham Regional Commission about assisting Townshend in preparation of the required Network Inventory. A grant from the State in the amount of \$8,000.00 had been sought last Spring at Mann's suggestion, and though awarded, hadn't yet been accepted by the town. Bostrom said that he had also spoken with Everett Hammond, who would assist in preparation of the Network Inventory for \$2,950.00. Discussion ensued about the cost of accepting State grants and the projected cost differences between Mann and Hammond for profession assistance. Bostrom was asked to discover the reasons for the discrepancy and advise the Board.

Hege informed the Board of a contract proposal from H.P. Fairfield for rental of the mowing machine in September and asked Bostrom why roadside mowing hadn't begun in

August, as he had stated numerous times it would. Bostrom said that Fairfield had booked the date incorrectly. Hege noted that the Select Board had instructed him to reserve the machine in October 2015 and noted that Fairfield's rental amount was \$8,900.00, while Tenco's was \$7,400.00. Bostrom informed the Board that he had called Tenco, but that its mower was already reserved. Martin asked Bostrom to find out who mowed for VTrans and whether that company could be hired for mowing next year.

Bostrom reported that he was still waiting for Fairfield to move a pole on Plumb Road so that work could begin on the bank stabilization project.

Hege urged Bostrom to find a Transfer Station Attendant to substitute for Arnold at the casual labor rate, should Arnold be absent, noting that Bostrom had substituted for a day at his overtime rate, costing the town an extra \$150.00 in labor expense.

Discussion ensued about the lack of use on the Sterling, following repairs from the March 2015 accident and Hege asked if it was time to reconsider selling it. Bostrom reported that the truck had been used, occasionally, though mostly for plowing, but that problems persisted with the gauges. Martin and Wright each reminded Bostrom that the purpose for keeping the truck was to preserve the newly-purchased International.

The Board reviewed the issues of run-off from a culvert onto Christina Angell's property on Oakwood Cemetery Road and Martin made a motion: **To have the Select Board and Bostrom visit the property for an inspection at 6:50 p.m.**, seconded by Wright and carried by those present.

The Board returned from its site visit, without Bostrom, but with Christina Angell at 7:07 p.m. and Martin made a motion: **To instruct the Highway Foreman to get written permission from land-owner Angell and address water run-off issues by improving the swale across her property**, seconded by LaPointe and carried by those present.

Angell then stated, for the record, that she was disturbed by what she felt was an accusation of wanting to use town resources and personnel for the gain of improving her property.

**Network Inventory Grant:** On the advice of Bostrom, given earlier, the Select Board tabled accepting this the State grant until a future time.

**Plumb Road Bank Stabilization Grant:** On the advice of Bostrom, given earlier, the Select Board tabled accepting this State grant until a future time.

Martin then requested Hunt to add the overlapping of Highway Department vacation time to the next Agenda.

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

**Law Enforcement Report:** None at this time.

**Treasurer's Report:** Daigneault reported that there was currently \$1,132,010.63 in the General Fund checking account. Garland reported that the Finance Office would be prepared for the independent audit, scheduled for late October.

**7. Warrants:** LaPointe made motions to approve the following Warrants, all seconded by Martin.

**82301 Payroll \$ 11,415.78**, carried by those present. Hege, noted that there were five errors in the calculation of employee times, but that it was too late to make corrections.

**82302 Taxes \$ 4,762.65**, carried by those present.

- 82303 Payroll \$ 8,307.54, carried by those present contingent upon correcting the three errors in the calculation of employee times prior to distribution of checks.
- 82304 Taxes \$ 3,332.45, carried by those present.
- 82305 General \$ 7,079.11, carried by those present.
- 82306 General \$ 41.68, carried by those present.
- 82307 Hgwy \$ 4,776.85, carried by those present.
- 82308 Equip \$ 1,448.62, carried by those present.

8. **Members of the Public:** None at this time.

9. **Correspondence:** Hege acknowledged receipt of an application to the Public Service Board for a Certificate of Public Good by Mary Grace, Inc., for the installation of a 138kW solar field on Route 30.

Hege acknowledged receipt of a Rental Inspection Report from Townshend's Health Officer. The report does not recommend that the Board of Health convene at this time, but identifies problems in a rental unit for the landlord to address in the next 30 days and have substantially completed in 60 days.

Hege read a letter of thanks from Valley Cares for use of the Town Common for a fund-raising event last month.

10. **Old Business:**

**Gazebo Reimbursement:** Hunt reported that a claim against Amica Insurance had been filed in Small Claims Court, that a Summons had been served and that Amica had agreed to pay the claim, together with costs, upon receipt of a signed release by the town, which had been mailed.

**State Audit:** Hunt reported that auditors from VTrans had visited and reviewed structures and other grants received by the town during the previous four years, including some FEMA projects.

11. **New Business:** None at this time.

12. **Executive Session:** None at this time.

13. **Other Business:** None at this time.

14. **Meeting Schedules: Regular Meeting:** September 13, 2016, at 6:00 p.m.

15. **Adjournment:** LaPointe made a motion: **To adjourn at 7:45 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt

