

approved: 11/14/17

TOWNSHEND SELECT BOARD

Meeting Minutes

October 24, 2017

Present: Kathy Hege; Robert Wright; Steve Frisk; Irv Stowell; Will Bissonnette
In Attendance: Joseph Daigneault; Kurt Bostrom; Richard Melanson, (BCTV);
Craig Hunt

- 1. Call To Order:** Hege called the meeting to Order at 6:02 p.m.
- 2. Approval of the Minutes:** Bissonnette made a motion: **To approve the Minutes of October 10, 2017**, seconded by Wright and carried by those present.
Bissonnette made a motion: **To approve the Special Meeting Minutes of October 18, 2017**, seconded by Wright and carried by those present.
- 3. Additions and Deletions:** Added to Correspondence was a letter from a citizen who watches the televised meetings and added was the need for an Executive Session to review correspondence from the Town's attorney.
- 4. Reports: Highway Report:** In the Foreman's absence, no report was available at this time.

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

Treasurer's Report: Daigneault reported that the General Fund account held a balance of \$1,127,785.75.

- 5. Warrants:** Wright made motions to approve the following Warrants:
102401 Payroll \$ 9,146.83, seconded by Frisk and carried by those present with one abstention.
102402 Taxes 3,614.21, seconded by Frisk and carried by those present.
102403 General 5,371.64, seconded by Frisk and carried by those present.
102404 Highway 3,386.73, seconded by Frisk and, following discussion, the motion was tabled until later in the meeting by those present.
102405 Equipment 879.60, seconded by Frisk and carried by those present.

102406 General 16,620.00, seconded by Frisk and carried by those present.
102407 General 172.70, seconded by Stowell and, following discussion,
the motion failed to be approved by those present.
102408 Highway 76,849.92, seconded by Frisk and carried by those present.
102409 General 5,521.50, seconded by Frisk and carried by those present.
102410 General 47,661.24, seconded by Frisk and carried by those present.

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

7. **Correspondence:** Hege read an unsigned letter requesting that those present at a meeting not click pens or tap on the tables while the camera is recording. With that letter, delivered by Wright, the individual provided members of the Board with a box of non-retracting pens.

8. **Old Business: Common Road Policy:** Following brief discussion, Bissonnette made a motion, **To adopt the Common Road Policy making traffic on Common Road flow only in one direction, effective on October 24, 2017, seconded by Frisk and carried by those present.**

Johnson Hearing: Hunt updated the Board regarding the Hearing on the Johnson tax sale property being scheduled for November 13, 2017.

9. **New Business: Health Insurance:** Following discussion, Bissonnette made a motion: **To offer health care insurance coverage to eligible full-time employees and entitled officials through BlueCross/BlueShield up to a maximum amount of \$13,465.00, or the full annual cost of a Silver 2-person plan,** seconded by Stowell and carried by those present. Hunt was instructed to prepare a package explaining coverage options for all of those who are eligible.

Budget Workshop: The Board will begin its FY2017-18 budget calculations following the completion of the independent financial audit scheduled for the last week of October.

Mileage and Expense Reimbursement Policy: The Board discussed amending the Mileage and Expense Reimbursement Policy to comply with IRS Rulings and limit time in which submissions for reimbursement would be considered valid.

10. **Other Business:** With Bostrom still absent from the meeting, the Board revisited Warrant #102404, and Bissonnette made a motion: **To amend Warrant 102404 from \$3,386.73 to \$1,232.24 by holding back payments to Beck**

Engineering and Green Mountain Flaggers until more information is available, seconded by Wright and carried by those present.

11. Executive Session: Bissonnette made a motion: **For the Select Board to find that premature public disclosure of confidential attorney/client information would put the Town at a substantial disadvantage**, seconded by Frisk and carried by those present.

Bissonnette then made a motion: **For the Select Board to enter Executive Session at 7:00 p.m., with Hunt, under 1 V.S.A. 313a1e to discuss attorney/client correspondence**, seconded by Wright and carried by those present.

The Board returned from Executive Session at 7:30 p.m., and, as a result, no action was taken.

12. Highway Report: Bostrom arrived at 7:32 and could not provide answers to questions about the Beck Engineering and Green Mountain Flagging bills. Information will be requested by Hunt.

Bostrom reported that Jeff Nugent of the Windham Regional Commission had begun work on the Municipal General Permit hydrologic study. Bostrom will be working with Nugent on the Network Inventory in the coming weeks.

Bostrom also reported that T-1 was in for repairs and that Plumb Road was slippery after the rain because he had just finished grading it.

13. Meeting Schedule: Regular Meeting: November 14, 2017 @ 6:00 p.m.

14. Adjournment: Wright made a motion: **To adjourn at 7:55 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt