

approved: Sept. 26, 2017

## TOWNSHEND SELECT BOARD

### Meeting Minutes

September 12, 2017

**Present:** Kathy Hege; Robert Wright; Steve Frisk; Irv Stowell; Will Bissonnette

**In Attendance:** Joseph Daigneault; Kurt Bostrom; Archie Clark; Kristina Wright; Richard Melanson, (BCTV); Craig Hunt

- 1. Call To Order:** Hege called the meeting to Order at 6:07 p.m.
- 2. Approval of the Minutes:** Bissonnette made a motion: **To approve the Minutes of August 22, 2017**, seconded by Frisk and carried by those present.
- 3. Additions and Deletions:** Added to the Highway Report was an update on Roadside Mowing; to New Business, Common Road Policy; and to Other Business, proposed Senate Bill S.27 regarding Town police coverage.
- 4. Bridge 42 Bid Receipts:** Hege announced that 3 sealed bids for the replacement of Bridge 42 on West Hill Road had been received prior to the deadline. Upon opening them, she reported that those submitting bids were: Cold River, Daniels and A.S. Clark. Bissonnette made a motion: **To table any award of a contract for the replacement of Bridge 42 until the Select Board could properly review the bids and consult with the project's original engineer**, seconded by Frisk and carried by those present.
- 5. Highway Report: Mowing:** Hunt reported that Bruce Orchitt, who had been contracted for roadside mowing, had had some issues with his equipment and would be delayed a few more weeks.  
**Paving:** Bostrom reported that Bazin Brothers had satisfactorily completed the paving project on Grafton Road. Stowell pointed out that there were dips in the surface because of a lack of shimming and that at least a half-dozen joints could be felt. Bostrom said Townshend still needed to do shoulder work and would look into the road conditions. Asked if the pricing came in at or below bid, Bostrom said that he would have to request the asphalt tonnage slips from Bazin.  
**Inventory:** Bostrom said that he'd talked to Jeff Nugent at the Windham Regional Commission, but that there still was no date certain for starting the

infrastructure inventory and erosion study that Townshend received a grant in 2016 to conduct.

**Plumb Road:** Bostrom reported that the Plumb Road bank stabilization project, also being paid for with a grant from 2016, hadn't yet begun, though Fairpoint had relocated the utility pole that had prevented work from commencing last year.

**Work Hours:** Frisk asked Bostrom if work hours could be staggered to accommodate contactors and Bostrom said they could. Frisk pointed out that if the Highway crew always starts and 6:00 a.m. and always leaves at 2:30 p.m., contractors, such as D&E Tree, who can't arrive much before 8:00 a.m. can't possibly get in a full day's work with Townshend personnel.

**Crane Mountain Road:** Bostrom will put a, "No Thru Traffic," sign at Crane Mountain Road where it intersects with Peaked Mountain Road. Though only a Class 4 Town Road, entirely un-maintained and impassable at its mid-section, Crane Mountain Road has led travelers with NaviStar and other GPS mapping systems into the mud.

**Evans Property:** Wright, Stowell and Bostrom discussed access roads onto properties that haven't been formally recognized with the Town's issuance of a driveway permit. On Plumb Road, Ross Evans's had complained that an access road was partially blocked by dirt pushed aside with the grader. Bostrom said he'd talked with Evans and everything had been resolved.

**Woodruff Property:** Bostrom indicated that property issues complained about by Woodruff were also in the process of being resolved.

**Baumann Property:** Hege read a letter of complaint about dirt piled up and trees cut down from Kenneth Baumann and Bostrom said that the dirt piles were being removed. The trees, he said, he didn't know who might have cut.

**Loader:** Stowell and Bostrom agreed to decide upon the specifications for a new front-end loader and advise the Select Board at its meeting on September 26<sup>th</sup>. While a majority of the funds are being raised in new taxes through an article approved at Town Meeting, the deadline for borrowing from the Vermont Equipment Loan Fund is October 15<sup>th</sup>, and Hunt needs to know if an application requesting funds is to be submitted.

**Purchase Order Policy:** Frisk informed Bostrom that the purchase order policy adopted in 2014 was being reinstated. Of late, the Select Board has not seen any bids prior to purchases being made and has not been assured that best procurement practices are being followed.

**Town Clerk's Report:** The Board reviewed the Town Clerk's cash journal reports from the prior weeks and Frisk questioned why there wasn't any dog

license revenue, subsequent to issuing a Warrant to the Constable to collect delinquent fees, or seize animals.

**Treasurer's Report:** Daigneault reported that the General Fund checking account held a balance of \$1,625,145.23.

**6. Members of the Public:** Kristina Wright was welcomed and requested that Select Board have the gate that used to restrict vehicular access to the ball field re-installed. Someone, Wright said, has intentionally torn up the soccer field again by driving around in circles on the grass. The septic field is also being driven upon. Following brief discussion, Bissonnette made a motion: **To instruct the Highway Department to re-install the gate at the ball field with a latch, but without a lock,** seconded by Frisk and carried by those present with one abstention..

**7. Warrants:** Wright made motions to approve the following Warrants:

<b>091201 Payroll</b>	<b>\$10,217.85,</b>	seconded by Frisk and carried by those present.
<b>091202 Taxes</b>	<b>\$ 3,925.79,</b>	seconded by Stowell and carried by those present.
<b>091203 General</b>	<b>\$16,664.43,</b>	seconded by Frisk and carried by those present.
<b>091204 General</b>	<b>\$ 5,587.21,</b>	seconded by Frisk and carried by those present.
<b>091205 General</b>	<b>\$ 50.60,</b>	seconded by Frisk and carried by those present.
<b>091206 Hgwy</b>	<b>\$ 4,725.00,</b>	seconded by Frisk and carried by those present with one opposing and one abstaining.
<b>091207 Equip</b>	<b>\$ 3,890.60,</b>	seconded by Stowell and carried by those present.
<b>091208 Hgwy</b>	<b>\$ 1,000.00,</b>	seconded by Frisk and carried by those present.
<b>091209 Hgwy</b>	<b>\$ 760.00,</b>	seconded by Frisk and carried by those present.
<b>091210 General</b>	<b>\$578,523.00,</b>	seconded by Bissonnette and carried by those present with one opposing.

**8. Correspondence:** No at this time.

**9. Old Business: Town Report Committee:** Hege announced and the Board welcomed the offer by Joanna Snelling to serve on the Town Report Committee this year and Bissonnette indicated that he knew of another individual that was interested.

**Town Common Policy:** The Board agreed again that it should address the need for a policy governing the formal use of the Town Common for functions by various organizations.

**10. New Business: Common Road Policy:** Following the discussion at the last meeting with the principal of Townshend Elementary School, WCSU's Superintendent and the principal of Leland & Gray about traffic issues on Common Road during the school year, the Board agreed to investigate the protocols and requirements of making Common Road a one-way road and designating it for salt reduction during the winter season.

**11. Other Business:** It was brought to the Board's attention that Jeanette White was a sponsor of S.27, a Senate bill that would require all municipalities to provide, "primary police coverage," within their jurisdictions. Hearings by the Senate Government Operations Committee will be held throughout the State, with the first to be in Bellows Falls on September 21, 2017. The proposed bill, S.27, is one that the Operations Committee is trying to pass to become effective July 1, 2018.

**12. Executive Session:** Hege made a motion: **For the Select Board to enter Executive Session at 7:25 p.m. under 1 V.S.A. 313a3 to evaluate an employee,** seconded by Bissonnette and carried by those present.

The Board returned from Executive Session at 8:10 p.m., and, as a result, no action was taken.

**13. Meeting Schedule: Board of Abatement:** Sept. 19, 2017 @ 3.00 p.m.  
**Town Plan Hearing:** Sept. 26, 2017 @ 5:30 p.m.  
**Regular Meeting:** Sept. 26, 2017 at 6:00 p.m.  
**Special Governance with VLCT:** Oct. 3, 2017 @ 5:30 p.m.

**14. Adjournment:** Wright made a motion: **To adjourn at 8:22 p.m.,** carried by those present.

Respectfully submitted,

Craig K. Hunt