

approved: 01/23/18

TOWNSHEND SELECT BOARD

Meeting Minutes

January 9, 2018

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

In Attendance: Kurt Bostrom; Joseph Daigneault; 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 December 26, 2017**, seconded by Wright and carried by those present.

Bissonnette made a motion: **To approve the Special Meeting Minutes of January 2, 2018**, seconded by Wright and carried by those present.

3. Additions and Deletions: Highway Mileage Certification was added to Highway Reports; a Treasurer's Order was added to the Treasurer's Report; a letter from Bob Thibault was added to Correspondence and Social Service Screening Committee draft recommendations were added to New Business.

4. Reports: Highway Report: Bostrom reported that Jeff Nugent of the Windham Regional Commission had prepared new maps to correspond with the completed Network Inventory and that the State had been notified. Hege reminded Bostrom that documentation and photographs would be needed for the grant close-out needed to receive the awarded funds.

Bostrom relayed to the Board that he had interviewed and wished to recommend hiring a driver to help plow and sand during large snow and ice storms. Following brief discussion, Bissonnette made a motion: **To hire Larry Dubie as an, "on-call," Highway Department truck driver**, seconded by Wright. Upon vote, however, the motion was defeated.

Bostrom relayed that he had had some expected fuel problems, given the cold temperatures, starting the rubbish truck every few days.

Regarding Highway Mileage Certification, Bostrom confirmed that there were no changes and Bissonnette made a motion: **To sign the Certificate of Highway Mileage**, seconded by Frisk. During discussion, however, Stowell requested that Bostrom

provide current road maps for the Select Board to review and the motion was tabled until such time as maps were made available.

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 bank accounts held a combined balance of \$1,031,153.61.

Bissonnette made a motion: **To inform the Treasurer that, at the end of the 2nd quarter, there is due to the General Fund \$7,952.68 from the Library Trustees and to instruct the Treasurer to retrieve said funds,** seconded by Frisk and carried by those present.

5. Warrants: Wright made motions to approve the Warrants, all seconded by Frisk:

- 010901 Payroll \$ 9,867.06, carried by those present.
- 010902 Taxes 4,320.24, carried by those present.
- 010903 General 10,578.43, carried by those present.
- 010904 General 2,421.11, carried by those present.
- 010905 Highway 13,155.01. Following discussion, the motion was amended by Bissonnette to: 13,084.35, **by removing invoices from UniFirst,** seconded by Frisk and carried by those present.
- 010906 Highway 5,911.59. Following discussion, the motion was amended by Bissonnette to: 5,770.27, **by removing invoices from UniFirst,** seconded by Frisk and carried by those present.
- 010907 Highway 398.75, carried by those present.
- 010908 Equipment 61.42, carried by those present.
- 010909 Equipment 9,866.74, carried by those present.

Frisk requested that Hunt add, "tires and rims," to the next meeting Agenda for Bostrom to discuss with the Board.

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

7. Correspondence: Hege read a letter addressed to the Select Board from Bob Thibault, Principal at Leland & Gray, explaining the need for the school to replace their pressurized water tanks at some future date and when the budget would allow, but also warning, since the Town Hall shares this water system, that these tanks could fail at any time without notice.

8. Old Business: Mileage Reimbursement Policy: After all members agreed to having had the opportunity to review the newly drafted policy, Bissonnette made a motion: **To adopt the Townshend Mileage Reimbursement Policy,** seconded by Frisk and carried by those present.

9. New Business: Social Services Screening Committee: The Select Board reviewed the recommendations submitted by the Social Services Screening Committee and asked Hunt to request that the Committee reconsider six on their list.

Liquor Licenses: Bissonnette made a motion: **To approve the Outdoor Consumption Liquor License request of the West River Community Project**, seconded by Frisk and carried by those present.

Bissonnette made another a motion: **To approve the 1st Class Liquor License request of the West River Community Project**, seconded by Frisk and carried by those present.

NEMRC Contracts: The Board was presented with contracts from NEMRC for continuance of software services and Bissonnette made a motion: **To sign new contracts presented by NEMRC**. Bissonnette's motion failed to receive a second, however, and, in explanation, the Board requested that Hunt request specific clarifications about the terms of these contracts.

10. Other Business: Independent Audit: Hege briefed the Board that McSoley McCoy was completing the audit for Townshend and that final documents should be delivered within a few days.

FY18 Budget: The Board briefly discussed the budget proposals for FY18. Nearly done, the Board will look at them again in light of the auditors reports at their next meeting.

11. Executive Session: None at this time.

12. Meeting Schedule: Regular Meeting: January 23, 2018 @ 6:00 p.m.

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

Respectfully submitted,

Craig K. Hunt