

approved: 01/23/18

TOWNSHEND SELECT BOARD
Special Meeting Minutes
January 15, 2018

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

In Attendance: Andrew Snelling; Joanna Snelling; Cynthia Davis; Rick Hege; Craig Hunt

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

2. Alleged Open Meeting Law Violation Complaint: Hege read a letter received from Phillip Moriarty complaining that the Select Board held workshops on November 20, 2017, and December 5, 2017, at which a quorum of Select Board members was present, but during which no Minutes were taken. The letter encouraged the Select Board to "cure" the violation by providing Minutes before Moriarty referred the matter to the State of Vermont Attorney General for appropriate action.

Following brief discussion, Hunt was instructed to draft Minutes for the November 20, 2017, Select Board Workshop in which Hege, Frisk, Bissonnette and Hunt were present at Town Hall between 6:00 p.m., and 8:00 p.m., to look over the General, Highway and Equipment fund budget proposals for FY2018, with work sheets attached.

Hunt was then instructed to draft Minutes for the December 5, 2017, Select Board Workshop in which Hege, Frisk, Wright, Stowell and Hunt were present between 6:00 p.m., and 8:40 p.m., to look over the General, Highway and Equipment fund budget proposals for FY2018, with work sheets attached.

Wright made a motion: **To require that Minutes be taken anytime that a quorum of Select Board members is gathered for any reason**, seconded by Bissonnette and carried by those present.

Hege asked that Hunt provide the Select Board with copies of any Minutes posted by municipal departments, elected offices, appointed commissions and committees, as also may be required under the law.

3. Other Business: Audit: Following brief discussion, Bissonnette made a motion: **To sign a letter acknowledging the audit performed by McSoley McCoy**, seconded by Stowell and carried by those present.

Select Board Report: Hege presented Select Board members with a draft annual Select Board report for their review.

4. Meeting Schedule: Regular Meeting: January 23, 2018 at 6:00 p.m.

5. Adjournment: Stowell made a motion: **To adjourn at 6:31 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt