

approved: 11/13/18

TOWNSHEND SELECT BOARD

Meeting Minutes

October 23, 2018

Present: Kathy Hege; Will Bissonnette; Steven Frisk; Robert Wright; Crystal Mansfield

In Attendance: Joseph Daigneault; Kurt Bostrom; Richard Melanson, (BCTV); Craig Hunt

1. **Call To Order:** Hege called the meeting to Order at 6:01 p.m.
2. **Approval of the Minutes:** Frisk made a motion: **To approve the Minutes of October 9, 2018**, seconded by Bissonnette and carried by those present.
3. **Additions and Deletions:** Deleted from consideration was a contract for the new Dodge 5500 and discussion of Health Insurance Plan options.
4. **Warrants:** Wright made motions to approve the Warrants, all seconded by Frisk:
 - 102301 Payroll \$ 9,015.21, carried by those present.
 - 102302 Taxes 3,438.33, carried by those present.
 - 102303 General 13,248.26, carried by those present with one abstention.
 - 102304 General 13.19, Following brief discussion the motion failed to pass by those present.
 - 102305 Highway 10,720.00, carried by those present.
 - 102306 Equipment 2,512.79, carried by those present..
 - 102307 Highway 270.64, carried by those present.
 - 102308 Highway 2,947.60, Bissonnette made a motion: **To amend Highway Warrant 102308 from \$2,947.60 to \$ 1,300.80 until an invoice from Cold River was verified**, seconded by Frisk and carried by those present.

5. **Reports: Highway Report:** Bostrom reported that T-2 had broken down and was at Twin State for repairs. Discussion with Board members included the ordering of winter sand and salt, the need for tires, tire chains and plow parts, and Frisk mentioned the need for shoulder work at the base of Acton Hill Road.

Bostrom then informed the Select Board that he had been offered and had accepted another job. He submitted his letter of resignation to Hege and said that he would remain on the job until November 6th, providing the Town with two weeks notice.

As Bostrom left, Bissonnette made a motion: **For the Select Board to take a five minute recess**, seconded by Wright and carried by those present.

Upon return from recess, Hege read Bostrom's letter of resignation and Frisk made a motion: **For the Select Board to accept Kurt Bostrom's resignation as Townshend's Highway Foreman**, seconded by Bissonnette and carried by those present.

Town Clerk's Report: The Town Clerk's cash journal report from the prior weeks was received at this time.

Treasurer's Report: The Treasurer reported that the People's General Fund Sweep account held a current balance of \$987,096.95 and that \$30,000.00 was in the checking account.

6. Correspondence: Hege acknowledged receipt of a lengthy letter from Thomas Chase of Back Windham Road. As the letter contained language inappropriate for reading aloud and was largely a complaint about the politics of property assessments, Hege simply instructed Hunt to add it to the permanent public record.

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

8. Old Business: Listers Assistant Job Description: The Board did not receive a written description of the duties of the Listers assistant.

Tree Cutting: Wright presented estimates for removing a large pine tree on Deer Valley Road at Wiswell Cemetery.

Bloom	\$3,480.00
Aubuchon	3,500.00
Rice Tree	2,200.00
D & E Tree	2,250.00

Bissonnette made a motion: **To contract with Rice Tree Service for the removal of a pine tree at Wiswell Cemetery on Deer Valley Road for a price not to exceed \$2,200.00**, seconded by Frisk and carried by those present.

Common Use Policy: Hunt presented the Select Board with a revised draft of the Common Use Policy. Board members briefly discussed some of the mis-use during the recent Pumpkin Festival.

FY2019-20 Budget: Not at this time.

Town Report: Nothing at this time.

9. New Business: Appointee Resignations: Hege read a letter from Carole Melis, resigning as a Trustee of the Howard Legacy and as an E-911 Coordinator. Frisk made a motion: **For the Select Board to accept, with regret, the resignations of Carole Melis**, seconded by Bissonnette and carried by those present.

Appointments: Frisk nominated Alice Gausch to replace Carole Melis as a Trustee of the Howard Legacy, approved by consent of the Board.

Town Buildings Animal Policy: Following discussion about the specificity of ADA Regulations, Bissonnette made a motion: **To adopt a policy stating that, effective immediately, service animals inside of municipal buildings in the Town of Townshend may not be allowed to roam at large, but must be leashed and under control by their owner at all times,** seconded by Frisk and carried by those present.

Town Hall Rental Policy: Select Board members will consider amendments to the current Town Hall Use Policy.

10. Executive Session: Frisk made a motion: **For the Select Board to enter into Executive Session with Hunt for an employee evaluation at 6:55 p.m. under 1 V.S.A. 313 a-3,** seconded by Mansfield and carried by those present.

The Select Board returned from Executive Session at 7:20 p.m. and, as a result, Hege announced that the Select Board would schedule a Special Meeting at 5:30 p.m., on Monday, October 29, 2018, to consider and address the consequences of the Highway Foreman's resignation.

Bissonnette then made a motion: **For the Select Board to re-enter Executive Session under 1 V.S.A. 313 a-3 at 7:24 p.m. with Hunt for another employee evaluation,** seconded by Frisk and carried by those present.

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

11. Other Business: None at this time.

**12. Meeting Schedules: Special Meeting: October 29, 2018 @ 5:30 p.m.
Regular Meeting: November 13, 2018 @ 6:00 p.m.**

13. Adjournment: Frisk made a motion: **To adjourn at 8:18 p.m.,** carried by those present.

Respectfully submitted,

Craig K. Hunt