

approved: 03/27/18

## TOWNSHEND SELECT BOARD

### Meeting Minutes

March 15, 2018

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

**In Attendance:** Joseph Daigneault; Mike Bills; Richard Melanson, (BCTV); Craig Hunt

#### 1. Call To Order:

Hege called the meeting to Order at 6:25 p.m.

#### 2. Select Board Re-organization:

Wright nominated Hege to be the Select Board Chair, elected by those present.

Wright nominated Steve Frisk to be Select Board Vice-Chair. Frisk then nominated Will Bissonnette to be Select Board Vice-Chair. When the vote was called, Frisk was elected as the Select Board Vice-Chair by those present.

#### 3. Approval of the Minutes:

Bissonnette made a motion: **To approve the Minutes of February 27, 2018**, seconded by Wright and carried by those present.

Bissonnette made a motion: **To approve the Special Minutes of March 6, 2018**, seconded by Wright and carried by those present, with one abstention.

#### 4. Additions and Deletions:

Hunt noted the Select Board's receipt of the Windham Regional Commission's Draft Energy Plan, a copy of which will be made available for public inspection in the Town Clerk's office.

#### 5. Reports: Highway Report:

Hege read a letter received from Pam Colbert regarding a possibly-hazardous tree on West Hill Road that should be assessed by Town officials. Hunt was instructed to notify the Highway Foreman and the Tree Warden.

#### Town Clerk's Report:

The Select Board received the Town Clerk's cash journal report from the previous weeks.

#### Treasurer's Report:

Daigneault reported that the General Fund Sweep account held a balance of \$1,426,982.28 and that the Checking account held \$ 30,000.00. Wright made a motion: **To instruct the Treasurer to roll-over the Reappraisal fund Certificate of Deposit at**

**Peoples United Bank for a one year term, adding any deposits that might be available prior to the roll-over,** seconded by Bissonnette and carried by those present.

**6. Warrants:** Wright made motions to approve the Warrants all seconded by Frisk:

- 031501 Payroll**      \$ 11,581.09, carried by those present with one opposed.
- 031502 Taxes**        4,556.61, carried by those present.
- 022703 General**      10,029.08, amended to: **\$3,308.08**, by withholding payment to Fire Tech and Safety and carried by those present.
- 031504 General**      22,897.60, carried by those present.
- 031505 General**      578,522.51, carried by those present.
- 031506 General**      139.36, carried by those present.
- 031507 Highway**     9,581.55, amended to **\$9,440.80**, by withholding payment to Unifirst Uniform Service and carried by those present.
- 031508 Equipment**    8,025.09, amended to **\$4,148.03**, by withholding invoices other than Barrows' and carried by those present.
- 031509 Equipment**    3,145.93, motion FAILED to carry by those present.
- 031510 Highway**      1,000.00, carried by those present.

**7. Members of the Public:**

Mike Bills, (Lister's Office, Chair), was welcomed and discussed mileage reimbursement procedures with members of the Select Board. Since the change in the Town's policy to comply with I.R.S. Reimbursement Standards, there has been some confusion about the documentation necessary for validating reimbursement requests.

**8. Correspondence:**

Hege read a letter from Phillip Moriarty expressing his concerns about the Select Board not using Town Meeting as an opportunity to address problems identified in municipal governance.

**9. Old Business: Johnson Property Update:**

Hege read correspondence from Townshend's attorney pertaining to failure of the Windham County Sheriff's Office to serve eviction papers, thereby creating further delays in Townshend taking possession of properties bought at Tax Sale in 2016.

**10. New Business: Compost Bags:**

Following brief discussion about whether the Town should continue to provide compost bags to residents for free, Wright made a motion: **To have the Town stop supplying compost bags to residents.** The motion failed, however, for lack of receiving a second. Hunt was then instructed to provide Board members with costs associated with continuing to purchase and distribute food waste bags, and better-determine if the food waste which is deposited in Townshend's compactor is actually being recycled.

**11. Executive Session:**

Bissonnette made a motion: **To find that the individual would be placed at a substantial disadvantage if the public were to have premature knowledge of a grievance filed by an elected/appointed official**, seconded by Frisk and carried by those present.

Bissonnette made a motion: **To enter into Executive Session at 7:25 p.m. under 1 V.S.A. 313(a)(1)(D) to discuss a grievance by an elected/appointed official**, seconded by Wright and carried by those present.

The Select Board returned from Executive Session at 8:04 p.m. and, as a result, Bissonnette made a motion: **To have the terms of all appointed and paid officials begin immediately upon appointment and for payments to be made according to Townshend's standard, bi-weekly payroll procedures**, seconded by Mansfield and carried by those present.

**12. Meeting Schedule:**

**Regular Meeting: March 27, 2018 @ 6:00 p.m.**

**W.R.C. Energy Plan Meeting: April 9, 2018 @ 6:30 p.m**

**13. Adjournment:**

Bissonnette made a motion: **To adjourn at 8:08 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt