

approved: 04/24/18

TOWNSHEND SELECT BOARD

Meeting Minutes

April 10, 2018

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

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

- 1. Call To Order:** Hege called the meeting to Order at 6:05 p.m.
- 2. Approval of the Minutes:** Bissonnette made a motion: **To approve the Minutes of March 27, 2018**, seconded by Wright and carried by those present.
- 3. Additions and Deletions:** Added were instructions to the Treasurer regarding funds owed by the Library and the roll-over of a Fire Department CD.
- 4. Reports: Highway Report:** Bostrom informed the that T-2 would be going in for suspension work; that he had met with a representatives from V-Trans about the engineering grant for Bridge #43 and for a Grafton Road paving grant; and that an RFP would need to be sent out fairly soon for gravel crushing bids.

Bissonnette made a motion: **To sign the annual Highway Financial Certificate for 2018**, attesting to the Agency of Transportation that Townshend voters had approved a highway maintenance budget at Town Meeting, seconded by Wright and carried by those present.

Frisk and Bostrom discussed needs for a compressor and air conditioner work in T-2 and a recent order of tire chains, one style of which aggressively cuts into the tires. They also talked about wiper motor and tire replacement on T-9 and tire and alloy rim replacement on T-2.

Wright asked Bostrom about a case of oil, or antifreeze, purchased locally and Bostrom said he'd find out which.

Bissonnette asked Bostrom to present the Board with a projection of next years Highway Department vacation schedules as soon as they became available.

Hunt was asked to find replacement curbs for the off-street parking area of the Town Common.

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 \$800,470.58 and that the Checking account held \$ 30,000.00.

The Treasurer was instructed by the Select Board to receive a 3rd quarter billing payment of \$3,187.03 from the Townshend Public Library that reimburses the General Fund, and, separately, to add deposits of \$87,845.09 into the Townshend Fire Department's Pumper Fund CD and roll that CD over for another one-year term.

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

041001 Payroll	\$10,458.53 , carried by those present with one opposed.
041002 Taxes	3,980.66 , carried by those present.
041003 General	134.00 , carried by those present.
041004 General	6,998.45 , carried by those present.
041005 General	7,583.78 , carried by those present.
041006 General	12.49 , carried by those present.
041007 General	106.28 , carried by those present.
041008 Highway	13,765.28 , carried by those present.
041009 Equipment	8,689.37 , carried by those present.
041010 General	1,707.80 , carried by those present.
041011 Equipment	2,170.00 , FAILED to carry by those present.
041012 General	10,000.00 , carried by those present.
041013 General	113.49 , carried by those present.

6. Members of the Public: Laura Richardson was greeted and was asked about her interest in the vacant seat on the Planning Commission. Brief discussion followed and Richardson was told that the Board would deliberate on appointments later in the meeting. She was thanked by Board members for her many volunteer efforts in the community.

7. Correspondence: Leaving the author anonymous, Hege read a note of apology from a member of the public for inappropriate behavior attending at a Select Board meeting held at the Town Garage on March 21st.

8. Old Business: None at this time.

9. New Business: Town Hall Communications System: Following brief discussion about contractual terms, Bissonnette made a motion: **To engage in a 60-month contractual agreement with FirstLight for installing and maintaining a new phone**

system in the Town Hall, seconded by Frisk and carried by those present. Hunt was instructed to post a Public Notice regarding the 60-month term of the intended contract.

Liquor License Application: Mansfield made a motion: **To approve the 1st Class Liquor License application of B'Boro, Inc**, seconded by Wright and carried by those present with one abstention.

Johnson Property Update: Hege informed the Board that no recent progress had been made toward securing legal access and taking possession of property bought at tax sale in 2016. Hege and Hunt will discuss legal efforts with the Town's attorneys.

Officer Appointments: The Board reviewed the 2018-19 list of necessary and discretionary Select Board appointments and Bissonnette made a motion: **To appoint the following individuals to one year terms: Brian Schmidt, TFD 911 Coordinator - Irvin Stowell, WSWMD - Sherwood Lake, Emergency Management Director** all carried by consent of those present.

10. Executive Session: Wright made a motion: **To enter Executive Session at 7:00 p.m. under 1 V.S.A. 313(a)(3) to consider an official appointment**, seconded by Frisk and carried by those present.

The Select Board returned from Executive Session at 7:13 p.m. and, as a result, Bissonnette made a motion: **To appoint Laura Richardson to fill a vacant seat on the Townshend Planning Commission until 2022**, seconded by Wright. The motion then **FAILED** to carry by those present.

Bissonnette then made a motion: **To enter Executive Session at 7:20 p.m. under 1 V.S.A. 313(a)(3) to evaluate an employee**, seconded by Frisk and carried by those present.

The Select Board returned from Executive Session at 8:15 p.m. and, as a result, no action was taken.

11. Meeting Schedules: Regular Meeting: April 24, 2018 @ 6:00 p.m.

12. Adjournment: Mansfield made a motion: **To adjourn at 8:30 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt