

approved: 05/08/18

## TOWNSHEND SELECT BOARD

### Meeting Minutes

April 24, 2018

**Present:** Kathy Hege; Crystal Mansfield; Will Bissonnette; Robert Wright; Steve Frisk;  
**In Attendance:** Joseph Daigneault; Kurt Bostrom; Sherwood Lake; Tim Crosby; Richard Melanson, (BCTV); Craig Hunt

1. **Call To Order:** Hege called the meeting to Order at 6:10 p.m.
2. **Approval of the Minutes:** Bissonnette made a motion: **To approve the Minutes of April 10, 2018**, seconded by Frisk and carried by those present.

Bissonnette made a motion: **To approve the Special Meeting Minutes of April 12, 2018**, seconded by Wright and carried by those present.

3. **Additions and Deletions:** None at this time.

4. **Members of the Public:** Bissonnette made a motion: **To suspend the rules and take the Agenda out of order to meet with Emergency Management Director, Sherwood Lake**, seconded by Frisk and carried by those present.

Lake was welcomed and briefed the Board on draft preparation of the 2018 Local Emergency Operations Plan. He updated the Board on meetings and table-top exercises with Grace Cottage Hospital, Leland & Gray, Townshend Elementary School and Windham Central Supervisory Union representatives, as well as local law enforcement officials, volunteer firemen and medical responders.

Bissonnette made a motion: **To adopt the 2018 Townshend Emergency Operations Plan, as presented, with minor corrections**, seconded by Wright and carried by those present.

5. **Reports: Highway Report:** Bostrom reported that grant application forms for design engineering of Bridge #43 on West Hill Road and for paving on Grafton Road were completed and, if approved by the Board, would be submitted on April 25th. Discussion ensued about these grant applications. The engineering grant, Bostrom said, was estimated at around \$30,000.00, out of which the Town would have to contribute 10% of the final cost. The paving grant being considered was for \$235,000.00, out of which the Town would have to contribute 20%. The paving project would begin at the Grafton Road intersection with the Athens Road and extend up to the Grafton Road intersection with Acton Hill Road. Bostrom informed the Board that he was working

with a representative from V-Trans, District 2, and had already been in communication with potential bidders on each of the projects.

Bissonnette made a motion: **To have Bostrom submit a grant application in the amount of \$235,000.00, for paving a portion of Grafton Road**, seconded by Frisk and carried by those present.

Bissonnette made a motion: **To have Bostrom submit a grant application in the amount of \$30,000.00, for engineering work necessary on Bridge #43**, seconded by Wright and carried by those present.

Hunt informed the Board that new parking stops for the Town Common would be arriving this week and Bostrom said that removal of the old stops and site-preparation for installing the new stops had begun.

Following brief discussion about the need for street sweeping, Bostrom agreed to see if he could provide bids on the work to be done.

Frisk asked Bostrom to provide a list of suspension repairs completed on the 2011 International truck, T-9, during the past year, as well as tires replaced.

**Bridge #42:** Tim Crosby was welcomed and urged the Select Board to reconsider the timing of replacing Bridge #42 on West Hill Road - scheduled to begin the week of April 30th. For him and others who had to commute regularly, the detours through Newfane and Wardsboro were going to present a hardship, especially for those with kids enrolled in Townshend schools and especially at this time of year.

Bostrom stated that the road conditions were sufficient for the equipment necessary, that the new bridge was ready to be delivered and that the contractor, A.S. Clark, had already postponed starting this project twice.

Hunt provided a brief overview of getting the project to the commencement point and Hege reminded everyone that the current bridge had failed inspection multiple times and that the State considered it unsafe.

**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 \$788,902.94 and that the Checking account held \$ 30,000.00.

**6. Correspondence:** Hege read into the record a letter from Tim and Marie Crosby, dated April 16, 2018, requesting that the Select Board delay the replacement of Bridge #42 on West Hill Road, for resident safety, convenience and other reasons until summer.

Hege then read into the record a letter from Robert DeSiervo, dated April 17, 2018, stating that, "the inmates are running the asylum," and requesting that the Select Board explain its reasoning for replacing Bridge #42 on West Hill Road at this time of year.

**7. Warrants:** Wright made motions to approve the Warrants:

<b>042401 Payroll</b>	<b>\$12,202.95</b> , seconded by Frisk and carried by those present, with one opposed.
<b>042402 Taxes</b>	<b>4,719.39</b> , seconded by Frisk and carried by those present.
<b>042403 General</b>	<b>758.41</b> , seconded by Frisk and carried by those present.
<b>042404 General</b>	<b>5,721.66</b> , seconded by Bissonnette and carried by those present.
<b>042405 Highway</b>	<b>228.87</b> , seconded by Frisk and carried by those present.
<b>042406 Equipment</b>	<b>320.00</b> , seconded by Frisk and carried by those present.
<b>042407 Equipment</b>	<b>1,668.19</b> , seconded by Frisk and carried by those present.
<b>042408 Equipment</b>	<b>1,850.00</b> , seconded by Frisk. Following discussion requiring Bostrom to return a set of tire chains, the motion was carried by those present.
<b>042409 Equipment</b>	<b>2,074.15</b> , seconded by Frisk and carried by those present with one abstention.
<b>042410 General</b>	<b>966.53</b> , seconded by Frisk and carried by those present.
<b>042411 Highway</b>	<b>3,113.83</b> , seconded by Frisk and carried by those present with one abstention.
<b>042412 Equipment</b>	<b>1,999.20</b> , seconded by Frisk and carried by those present.

**8. Old Business:** None at this time.

**9. New Business: Town Hall Communications System:** The Board was updated on the work schedule for improvements in the communications system at Town Hall.

**Officer Appointments:** Bissonnette made a motion: **To appoint the Susan LeCours as Townshend's representative to Valley Cares**, carried by consent of those present.

**10. Executive Session:** Frisk made a motion: **To enter Executive Session at 7:30 p.m. under 1 V.S.A. 317(c)(4) to discuss attorney-client correspondence**, seconded by Wright and carried by those present.

The Select Board returned from Executive Session at 8:00 p.m. and, as a result, no action was taken.

**11. Meeting Schedules: Regular Meeting: May 8, 2018 @ 6:00 p.m.**

**12. Adjournment:** Mansfield made a motion: **To adjourn at 8:05 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt