

approved: June 26, 2018

## TOWNSHEND SELECT BOARD

### Meeting Minutes

June 12, 2018

**Present:** Kathy Hege; Crystal Mansfield; Will Bissonnette; Robert Wright; Steve Frisk;  
**In Attendance:** Joseph Daigneault; Kurt Bostrom; Mike Bills; Helen Holt; Irvin Stowell;  
E.M. Richards, (BCTV); Craig Hunt

- 1. Call To Order:** Hege called the meeting to Order at 6:01 p.m.
- 2. Approval of the Minutes:** Bissonnette made a motion: **To approve the Minutes of May 22, 2018**, seconded by Wright and carried by those present.
- 3. Additions and Deletions:** Consideration of Warning a Special Town Meeting was added to follow meeting with members of the public.
- 4. Members of the Public:** Hege acknowledged that the Select Board had received a Petition signed by more than 5.0% of the legal voters and welcomed the three dozen, or so, members of the public attending this meeting. Because the Petition, in part, states that, "We, the undersigned legal voters of Townshend, Vermont, hereby petition the Selectboard of the Town of Townshend to implement interim commercial zoning along Townshend's Scenic Corridor," the Select Board sought a legal opinion to discover whether the Select Board had the authority to fulfill the demand.

Hege read the opinion of attorney Richard Carroll, Esq., of Phillips, Dunn, Shriver & Carroll, P.C., in correspondence addressed to the Townshend Selectboard, dated June 7, 2018. That letter, (attached to the record herewith), conveys that the Select Board does not have the legal authority to unilaterally implement zoning.

Discussion with the public followed and Hege relayed that the Select Board, in a Special Meeting held on the June 11, 2018, was considering holding a Special Town Meeting in July to ask the voters whether a study of town-wide zoning in Townshend should begin.

Hege then read a draft of the Warning for a Special Town Meeting, (attached for the record, herewith), and with encouragement from the public, Bissonnette made a motion: **For the Select Board to schedule and Warn a Special Town Meeting to be held on July 19, 2018, at 7:00 p.m., for the purpose of asking the Town whether it will approve and fund a town-wide zoning study**, seconded by Frisk and carried by those present.

Hege referenced the receipt of correspondence from Roger Jasaitis, dated May 24, 2018, in support of adopting zoning bylaws.

5. **Recess:** Bissonnette made a motion: **For the Select Board to take a fifteen-minute recess beginning at 6:45 p.m.,** seconded by Frisk and carried by those present. The Board returned at 7:00 p.m.

6. **Paving Grant:** Frisk made a motion: **To sign a grant application requesting up to \$175,000.00 in State funds for the Grafton Road paving project,** seconded by Bissonnette and carried by those present.

7. **Paving Bid Openings and Award:** Hege opened sealed envelopes containing solicited quotations, (expressed in price per ton in place), for the Grafton Road paving project.

|                    |                  |
|--------------------|------------------|
| Bazin Brothers     | \$ 63.90 per ton |
| Springfield Paving | \$ 64.44 per ton |

Following brief discussion with Bostrom, Bissonnette made a motion: **To accept the bid of Bazin Brothers at \$63.00 per ton for paving on the Grafton Road with a final cost not to exceed \$210,000.00,** seconded by Frisk and carried by those present.

8. **Gravel Crushing Bid Openings and Award:** Hege opened sealed envelopes containing solicited quotations, (expressed in price per yard), for gravel crushing at the Town gravel pit.

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|------------------------|------------------|
| David Chaves           | \$ 5.75 per yard |
| Bazin Brothers         | \$ 5.25 per yard |
| Fitzpatrick Excavating | \$ 4.50 per yard |

Following brief discussion with Bostrom, Wright made a motion: **To accept the bid from Fitzpatrick Excavating for gravel crushing at \$4.50 per yard with a total cost not to exceed \$60,000.00,** seconded by Bissonnette and carried by those present.

9. **Roadside Mowing Bid Openings and Award:** Bissonnette made a motion: **To table consideration of roadside mowing until further bids are received,** seconded by Wright and carried by those present.

10. **Warrants:** Wright made motions to approve the Warrants, all seconded by Frisk: **061201 Payroll \$ 8,819.94,** carried by those present, with one opposed.

Wright then addressed Bostrom regarding the hours of time per week that is spent, "checking," Townshend's roads and the expenses in labor, fuel and vehicle wear-and-tear that is incurred.

Bostrom explained that assessing the condition of roads regularly is necessary to providing maintenance where it's most needed and often provides opportunities to fix problems as they're discovered and before they become major.

Wright argued that issues will become known in the course of regular business or by being reported and then made a motion: **To have the Highway Department crew check Town roads after storms, during adverse events or as reports are received, but not as a general duty,** seconded by Bissonnette.

In discussion, Mike Bills commented about the number of dead trees that continue standing in the rights-of-way and Frisk urged Bostrom to not allow the garage to be un-staffed, because of vacation scheduling, during regular business hours during the week.

The motion, when called, was carried by those present.

|                  |   |
|------------------|---|
| 061202 Taxes     | 3,341.87, carried by those present.                   |
| 061203 General   | 2,196.83, carried by those present.                   |
| 061204 General   | 556,754.00, carried by those present.                 |
| 061205 General   | 12,396.69, carried by those present.                  |
| 061206 Equipment | 2,088.42, carried by those present.                   |
| 061207 General   | 1,163.91, carried by those present.                   |
| 061208 General   | 112.05, carried by those present.                     |
| 061209 Highway   | 283.52, carried by those present.                     |
| 061210 Payroll   | 10,007.72, carried by those present.                  |
| 061211 Taxes     | 3,615.23, carried by those present, with one opposed. |

**11. Reports: Highway Report: Loader:** Frisk reported having consulted with Bostrom about purchasing a new front-end loader and then made a motion: **To purchase from NORTRAX a 2018 John Deere 524K with a net price of \$94,900.00, and not to exceed \$94,900.00, after trade-in of Townshend's 2000 John Deere 544H**, seconded by Bissonnette and carried by those present.

Bostrom was asked if he had prepared vacation schedules and said that he had forgotten to bring them, but would turn them in to the office this week. Bostrom reported that T-1 was in the shop for computer module problems; that hydraulic lines were being replaced on the rubbish truck and that steering issues were being tended to on the grader.

Irvin Stowell brought to Bostrom's attention the need for trimming overgrowth and doing some ditch work at a residence on Route 35.

**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 \$1,173,172.97 and that the Checking account held \$ 29,946.44.

**12. Correspondence:** None at this time.

**13. Old Business: Budget Status Report:** Not at this time.

**14. New Business: Property Mapping Contract:** Following brief discussion, Bissonnette made a motion: **To contract with GIS Cartographic Tech for the generation of Townshend property parcel maps for a cost of \$7,348.00**, seconded by Frisk and carried by those present.

**Lister Consultant:** The Select Board reviewed a written request from the Listers Office for the appointment of Helen Holt as a paid assistant. Following brief discussion, Wright made a motion: **To hire Helen Holt as an assistant to the Listers Office at the casual labor rate until Town Meeting in March 2019,** seconded by Bissonnette and carried by those present.

**Johnson Tax Sale Property:** None at this time.

**Board of Health - Dunham Property:** Hunt was instructed to speak with Townshend's Health Officer about the continued accumulation of trash at the Dunham property on Roaute 35, despite Notice of Violation.

**Officer Appointments:** **The following nominations were made and approved by the Select Board:**

|                 |  |
|-----------------|--|
| Craig Hunt      | Cell Tower Coordinator                   |
| Craig Hunt      | Energy Coordinator                       |
| Amon DeWitt     | Fence Viewer                             |
| Select Board    | Pound Keeper                             |
| Susan Hunt      | Weigher of Coal                          |
| Andrew Snelling | Windham Regional Planning Commssion Rep. |

Windham County Humane Society Contract: Bissonnette made a motion: **To approve the 2019 Contract Proposal with the Windham County Humane Society in the amount of \$300.00,** seconded by Frisk. Stowell brought to the Select Board's attention that Executive Meetings of the Windham County Humane Society are not advertised and, accordingly, exclude public participation. The motion, when called, was carried by those present with one opposed.

**15. Other Business:** Stowell asked why the fountain on the Town Common had not been made operational yet and Hunt agreed to find out.

**16. Executive Session:** None at this time.

**17. Meeting Schedules: Regular Meeting: June 26, 2018 @ 6:00 p.m.**

**18. Adjournment:** Mansfield made a motion: **To adjourn at 8:06 p.m.,** carried by those present.

Respectfully submitted,

Craig K. Hunt