

approved: 7/10/18

TOWNSHEND SELECT BOARD

Draft Meeting Minutes

June 26, 2018

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

In Attendance: Joseph Daigneault; Kurt Bostrom; Charles Marchant; Andrea Seaton, (GCH); Douglas DiVello, (GCH); 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 the Special Meeting held on June 11, 2018**, seconded by Wright and carried by those present.

Frisk made a motion: **To approve the Minutes of June 12, 2018**, seconded by Wright and carried by those present.

3. **Additions and Deletions:** Added to Old Business was formalizing the reserve of equipment funds.

4. **Members of the Public:** Frisk made a motion: **To take the Agenda out of order to meet with Members of the Public**, seconded by Mansfield and carried by those present.

Follett Stone Arch Bridges: Charles Marchant, president of the Townshend Historical Society, was greeted and requested that the Select Board review the Stone Arch Bridge assessment report of Michael Weitzner of Thistle Stone Works. This report, prepared at the request of the Townshend Historical Society and funded, in part, by a grant secured by the Historical Society, details the current condition of Townshend's six James Follett stone arch bridges. Marchant requested that the Select Board approve emergency repair work on the Back Windham Road bridge, (patching of the downstream Northeastern spandrel wall, and some road work), as proposed by Michael Weitzner and estimated at around \$7,000.00.

Marchant also requested that the Select Board authorize the Townshend Historical Society to be a fundamental participant in helping move all of the proposed recommendations forward, (estimated at more than \$300,000.00). He asked that the Historical Society have the Select Board's endorsement to research the availability of grants and other funding sources.

Discussion about costs and authorities ensued and Bissonnette made a motion: **To table consideration of historic stone arch repairs until the recommendations in the Weitzner report can be studied**, seconded by Frisk and carried by those present.

Hospital Fair Day: Andrea Seaton and Doug DiVello of Grace Cottage Hospital were welcomed and spoke with the Select Board about Town Common use-policy stipulations enumerated in a letter sent by the Select Board last February. Concerns about the health of the trees and the condition of the grass, and cautionary restrictions to protect them, were accepted, Seaton and DiVello, however, requested permission to drive vehicles on the Common for the set-up delivery and take-down retrieval of the booths used during Hospital Fair Day, explaining that the weight and size of the booth materials, the distances from the streets to where the booths needed to be and the safety of volunteers were major concerns to them. Following discussion, it was agreed that any driving of vehicles on the Common would be strategically planned and restricted to a minimum and that all Fair Day activities would be overseen by GCH management.

5. Mowing Bid Award: Hege opened a bid received from Bruce Orchitt to mow Townshend's roadsides and Wright made a motion: **To accept the bid of Bruce Orchit for mowing Townshend's roadsides, as stipulated in the offer presented and for a sum not to exceed \$11,200.00,** seconded by Mansfield and carried by those present .

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

062601 Payroll \$ 9,963.10, carried by those present.

062602 Taxes 3,572.27, carried by those present.

062603 General 7,223.87, carried by those present.

062604 General 3,764.02, carried by those present. Frisk reminded Bostrom that the Select Board wants the Highway Department to restrict the use of magnesium chloride. Bostrom invited Board members to ride the roads with him to better understand conditional treatment.

062605 Equipment 10,456.24, carried by those present. Hege discussed with Bostrom the use of the credit card that was issued to him for purchases.

062606 General 25,942.20, carried by those present.

062607 Highway 1,300.80, carried by those present.

7. Reports: Highway Report: Bostrom reported that the department had been busy with ditching and minor tree work after the storm and he provided the Board with a projected employee vacation schedule, as requested.

Town Clerk's Report: The Select Board did not receive a 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 \$615,003.92 and that the Checking account held \$ 32,000.00.

Grant Reimbursement: Mansfield made a motion: **For the Select Board to approve the closeout request for A.O.T. Structures Grant funds in the amount of \$132,000.00, as**

awarded, toward the costs of replacing the West Hill Road Bridge 42, seconded Frisk and carried by those present.

Notice of Intent: Bissonnette made a motion: **For the Select Board Chair to sign the Notice of Intent to pollute State waterways with runoff from Town roads, as required by the State to be signed and submitted with a fee of \$240.00 before July 31, 2018,** seconded by Frisk, and carried by those present with two opposing. Reluctantly, Hege signed this first in a series of required documents pertinent to the State's mandated MRGP program.

8. Correspondence: None at this time.

9. Old Business: Equipment Reserve: Wright made a motion: **For the Treasurer to assure that the \$120,000.000 which was raised during the 2017-18 fiscal year on voter approval for a new front-end loader is held in the equipment reserve account to pay for the loader which is ordered from John Deere, but not yet delivered,** seconded by Bissonnette and carried by those present.

Budget Status Report: Not at this time.

10. New Business: Fountain: It was noticed that the fountain on the Town Common was bubbling and the Board extended its appreciation to Jeff Russ, who keeps that fountain working.

Town Hall Heating System: Following discussion, Wright made a motion: **To accept the bid of Brown's Heating Service to install a new oil furnace and oil tank in the Town Hall for an amount not to exceed \$6,800.00,** seconded by Frisk and carried by those present.

Johnson Tax Sale Property: Tack Notice: The Board was informed that Townshend might be given possession of the Johnson property by the Windham County Sheriff as early as July 1st. Hunt was requested to follow-up and make arrangements with the Sheriff's office.

Following discussion about what the Select Board might do with the Johnson property once it was legally acquired, Bissonnette made a motion: **For the Chair to discuss with Town attorneys the possible methods and costs of a property sale, including though a lottery,** seconded by Wright and carried by those present.

Officer Appointments: None at this time.

Law Enforcement Contract: Following brief discussion, Wright made a motion: **To accept the 2018-19 Contract Proposal from the Vermont State Police in an amount not to exceed \$20,000.00,** seconded by Bissonnette and carried by those present.

11. Other Business: None at this time.

12. Executive Session: None at this time.

13. Meeting Schedules: **Special Town Meeting: July 19, 2018 @ 7:00 p.m.**
 Regular Meeting: July 26, 2018 @ 6:00 p.m.

14. Adjournment: Mansfield made a motion: **To adjourn at 7:52 p.m.,** carried by those present.

Respectfully submitted,

Craig K. Hunt