

approved: 09/11/18

TOWNSHEND SELECT BOARD

Meeting Minutes

August 28, 2018

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

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

- 1. Call To Order:** Hege called the meeting to Order at 6:08 p.m.
- 2. Approval of the Minutes:** Bissonnette made a motion: **To approve the Minutes of August 13, 2018**, seconded by Frisk and carried by those present.
- 3. Additions and Deletions:** To correspondence, a letter from BCTV was added, and to Old Business, resolution of the Robert Dowd offer.
- 4. Property Lottery:** It was noted that two Letters of interest in the municipal property for sale through lottery-drawing award had been received. The two sealed letters were put into a container and Richard Melanson, videographer for BCTV, drew out the winner, Linda Weitzel, and then the runner up, Greg Donna.

Hunt was instructed to notify Linda Weitzel and Greg Donna of the results and post legal Notices of the public's right to petition against this transaction.

- 5. Recess:** Mansfield made a motion: **For the Select Board to recess at 6:13 p.m.**, seconded by Bissonnette and carried by those present.
- 6. Board of Health:** Hege convened Townshend's Board of Health to consider the recommendation of Townshend's Health Office, Dr. Timothy Shafer, to grant the request of the Phoenix Family to establish a private cemetery on properties owned by them.

Following brief discussion, Bissonnette made a motion: **To approve the recommendation of Townshend's Health Officer and approve the request of the Phoenix family to create a private cemetery on that property which was designated for and inspected by Townshend's Health Officer, and with approval contingent upon State of Vermont regulations governing home burials**, seconded by Mansfield and carried by those present.

Hunt was instructed to notify the Phoenixes in writing with copies forwarded to Townshend's Health Officer and Townshend's Cemetery Commissioners.

The Select Board returned from recess at 6:32 p.m.

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

082801 Payroll \$ 9,815.11, carried by those present.
082802 Taxes 3,584.85, carried by those present.
082803 General 3,400.00, carried by those present.
082804 General 38.20, carried by those present.
082805 General 9,160.44, was amended to \$9,155.75, by withholding payment of a
mileage reimbursement request and then carried by those present.
082806 General 3,605.90, was amended to \$297.98, by withholding payment for
magnesium chloride and then carried by those present.
082807 General 2,288.48, carried by those present.

8. **Reports: Highway Report:** Hunt reported in Bostrom's absence that the paving of Grafton Road by Bazin Brothers should begin within the week; that gravel crushing by Fitzpatrick had begun and that roadside mowing should start early in September.

Board members discussed the occurrence of un-planned vacation time taken by the highway crew and resolved to have a discussion with Bostrom at the next meeting.

Town Clerk's Report: The Town Clerk's cash journal report from the prior two weeks was received and reviewed.

Treasurer's Report: Daigneault reported that the People's General Fund sweep account held a current balance of \$1,035,699.79 and that \$30,000.00 was in the checking account.

The Board instructed Hunt to have monetary requests drafted for the Treasurer for reimbursing the General Fund from the RDAG account for the cost of the new furnace in Town Hall, and reimbursing the General Fund from the Equipment Reserve for the cost of the new John Deere 524 loader.

It was noted that the professional audit of Townshend's finances for FY2017 had begun with the hope for a November completion of that audit.

9. **Correspondence:** Bissonnette made a motion: **To table, until the meeting on September 11, 2018, a request just received in writing from the Townshend Planning Commission to consider an Application for Village Center Designation and to table a request just received in writing for the Townshend Planning Commission to provide a statement of intent to the Windham Regional Commission that Townshend wishes to develop an Act 174 compliant energy policy,** seconded by Frisk and carried by those present.

Earlier during this Select Board meeting, Planning Commissioners Brandon Caneveri and Bob DeSiervo stopped by offering to address any questions that the Board might

have pertaining to these requests. Board members, however, had not yet had the opportunity to review the two proposals.

10. Old Business: Bissonnette made a motion: **To instruct Hunt to correspond with Robert Dowd, (regarding a Town lease agreement offer of the former Janos Technology building), presented to the Select Board at its August 13, 2018 meeting and to convey that the Board has decided to decline the proposal,** seconded by Wright and carried by those present.

T.F.D. Boiler Replacement: Following brief discussion about the need to replace the boiler at the Townshend Fire Station with another boiler, Wright made a motion: **To accept the bid by Brown's Heating Service for a new boiler at TFD,** seconded by Bissonnette and carried by those present.

Hunt was asked to speak with Russell Brown about the advisability and costs of a filtration system for the boiler's water.

11. New Business: Listers Request: The Board reviewed a written request by the Listers for new computer equipment, but Hege explained that this request was supposed to have been modified. By general consent, then, the Board tabled the request, asking Hunt to have the Listers office chairman attend the next meeting.

Common Road: Hege briefed the Board on the possible future change-in-use of the Townshend Elementary School and the need and the authority of the Select Board to control traffic and provide maintenance on Common Road in the interest of Town residents.

Town Report: Select Board members were asked to begin considering options for the preparation and publication of the annual Town Report.

12. Executive Session: None at this time.

13. Other Business: Nothing at this time.

14. Meeting Schedules: Regular Meeting: September 11, 2018 @ 6:00 p.m.

15. Adjournment: Bissonnette made a motion: **To adjourn at 7:03 p.m.,** carried by those present.

Respectfully submitted,

Craig K. Hunt