

approved: 11/22/16

## TOWNSHEND SELECT BOARD

### Meeting Minutes

November 10, 2016

**Present:** Kathy Hege; Robert Wright; Kyle LaPointe

**In Attendance:** Heidi Russ; Kris Jerz; Rick Hege; Mike Bills; Richard Lucier; Gene Kuch; Craig Hunt

**1. Call To Order:** Hege called the meeting to Order at 6:00 p.m.

**2. Approval of the Minutes:** Wright made a motion: **To approve the Minutes of October 10, 2016**, seconded by LaPointe and carried by those present. LaPointe made a motion: **To approve the Minutes of October 25, 2016**, seconded by Wright and carried by those present. LaPointe made a motion: **To approve the Special Meeting Minutes of November 2, 2016**, seconded by Wright and carried by those present.

**3. Correspondence:** Wright made a motion: **To suspend the rules and discuss Correspondence**, seconded by LaPointe and carried by those present. Hege then read a letter, dated October 28, 2014, sent to the State of Vermont Environmental Commission, Wastewater Management Division, complaining that Kailen Lott was using an illegal septic system. The letter was a forgery, made to appear to have been officially sent by Craig Hunt on behalf of the Select Board.

Hege expressed regret to Kailen Lott and the Lott family for the disturbing consequences of the State's reaction to the letter and emphatically denied any involvement of the Select Board.

As the letter was most likely forged by a former elected official working in the Listers office in 2014, the current Listers, present, also expressed their regrets and denied having had any knowledge.

**4. Members of the Public:** Heidi Russ and Kris Jerz were welcomed and provided an overview of the Act 46 Committee's efforts to address the State-mandated formation of a unified school district. Representatives from Townshend, Windham, Jamaica and NewBrook are in that discussion. By year's end, the Act 46 Committee will submit Articles of district formation to the State for approval, under penalty that the State will create the district, as it deems best.

The Committee is not anticipating that any schools will need to close, or that a new school will need to be built, but a unified district structure would create a single, governing school board and individual school costs would be pooled for all residents in the new district to share.

The Act 46 Committee encourages public attendance at its meetings and will be drafting an Article for the public to vote upon, in Townshend, at Townshend Elementary School's annual meeting on Town Meeting day.

**5. Additions and Deletions:** Added to Old Business was an update on the FEMA closeout.

**6. Reports: Highway Report:** No at this time.

**Town Clerk's Report:** The Select Board reviewed the Town Clerk's journal reports from the prior weeks.

**Law Enforcement Report:** None at this time.

**Treasurer's Report:** Hege reported that the General Fund checking account held a balance of \$1,077,836.

**7. Warrants:** LaPointe made motions to approve the following Warrants, seconded by Wright.

11101 Payroll \$ 9,388.15, carried by those present.

11102 Taxes \$ 3,619.40, carried by those present.

11103 General \$ 14,625.00, carried by those present.

11104 General \$ 4,755.97, carried by those present.

11105 General \$ 451.50, carried by those present.

11106 H'way \$ 12,018.29, carried by those present.

11107 Equip \$ 1,816.38, carried by those present.

**8. Old Business:** Hege reported that Hunt had submitted the final closeout paperwork for the ERAF portion of the tropical storm Irene funds still due to the Town from the State of Vermont.

**9. New Business: Audit Update:** The Board acknowledge receipt of a notice from the independent auditing firm of McSoley McCoy that Townshend's audit was being suspended. At a special meeting last week with Tom Stretton of McSoley McCoy, the Select Board learned that the FY2015 and FY2016 year-end close-outs were in such disarray that they could not be professionally reviewed.

**10. Executive Session:** LaPointe made a motion: **To enter Executive Session under 1 V.S.A. 313-a3, at 6:42 p.m., with Hunt, for an employee evaluation,** seconded by Wright and carried by those present.

The Board returned from Executive Session at 7:04 p.m., and, as a result, LaPointe made a motion: **To have Elaine Hill, of the Finance Office, begin to receive training from NEMRC and work with NEMRC to properly close out FY2016,** seconded by Wright and carried by those present.

LaPointe made a motion: **To authorize the Select Board chair to contract with a C.P.A. for assistance in getting Townshend's financial books in order, especially pertaining to FY2017,** seconded by Wright and carried by those present.

**11. Other Business:** None at this time.

**12. Meeting Schedules: Regular Meeting:** November 22, 2016, at 6:00 p.m.

**13. Adjournment:** LaPointe made a motion: **To adjourn at 7:10 p.m.,** carried by those present.

Respectfully submitted,

Craig K. Hunt