

# **Townshend Select Board Meeting Minutes**

## **October 6, 2008**

### **Present:**

Kit Martin, Chair  
Alene Evans, Vice-Chair  
Carole Melis  
Joseph Juhaz, absent  
Brud Sanderson, absent

### **Participating Members:**

Nate Carlson, Kathy Hege (TSB),  
Sherry Maher (Post Oil Solutions)  
Art Monette (Planning Commission)  
Kurt Bostrom (Road Foreman)  
Cynthia Davis

- 1. Call To Order:** At 7:00 P.M., chairman Martin called the meeting to order and recognized **Participating Members:**

Nate Carlson applied, and was interviewed for filling the Townshend Town Hall Maintenance personnel vacancy. After discussion, regarding duties and compensation, Melis moved: **“To hire Nate Carlson for a three-month trial period to clean and maintain the Townshend Town Hall, shovel the walk and do light repair work”** seconded by Martin, and unanimously carried by the Board. Nate Carlson left at 7:12 P.M.

Art Monette - Planning Commission Chairman - requested that the Select Board hold a Public Meeting to adopt the present Townshend Town Plan (2003-2008) as the current Townshend Town Plan (2008-2013). He further requested that the Select Board apply for a funding grant of up to \$13700.00 from the Department of Housing and Community Affairs, with designation of Windham Regional Commission Ex. Dir. Josh O'Neill as the Grant Administrator, for the purpose of updating Townshend's Town Plan. Townshend's contribution toward modifying the Townshend Town Plan would be approximately \$5,000.00. Evans moved: **“To sign the Resolution, as written.”** Seconded by Martin, and unanimously carried by the Board. A Public Hearing on adopting the Townshend Town Plan was scheduled to be held **November 3, 2008, at 6:45**, in the Town Hall. Art Monette left at 7:18 P.M.

Kathy Hege, - Townshend School Board Chairwoman - and speaking also as a concerned taxpayer - notified the Select Board that TSB was forced to borrow funds from a commercial lender in order to meet

payroll and other expenses at the Townshend Elementary School, despite there being money allocated for the school in the Town treasury, raised by taxes. Due to the set dates upon which taxes were collected quarterly by the Town, State requirements that funds be held for a period after collection and prior to distribution, the less-than-clear authority given the Town's Bookkeeper -Treasurer to release funds, etc., interest payment expenses were being incurred unnecessarily. Melis requested that the TSB notify the Select Board immediately of any school-funding shortfall in hope of preventing further taxpayer interest expenses, wherever possible. Kathy Hege left at 7:30 P.M.

Sherry Maher, of Post Oil Solutions, personally offered her thanks to the Townshend Select Board for endorsing the Farmer's Market on the Common this past summer, and presented a letter dated October 6, 2008, expressing that gratitude with hope of expanding the market further in the coming year. Sherry Maher left at 7:32 P.M.

Kurt Bostrom, Road Foreman, notified the Select Board that

1. the culvert inventory needs to be updated annually; that seven culverts had been replaced this year, that culvert maintenance continues in preparation for winter and that none are in imminent danger of failure
2. the Town has not been on VLCT's drug and alcohol testing program for the past three years, but that that will change shortly
3. bank-retainment cribbing on Simpson Brook Road across from the end of Jim Newton's driveway needs attention. In consultation with Brud Sanderson about reinforcement options, work, which may cause temporary closure of Simpson Brook Road, will soon begin
4. the grader has developed an oil leak, but is in for repairs
5. the door on the one-ton truck will soon be fixed
6. work on the fountain for the Common has not yet begun, but that he will follow up with Jeff Russ
7. a headlight out on the compactor will be replaced - but that the

compactor itself, given its condition and age, is a matter to be addressed.

Martin suggested that the future of trash collection in Townshend be on the Agenda for Town Meeting. Discussion followed concerning alternative compactor options and potential dump sites.

Melis referenced a conversation with a representative from VEDA regarding the possible availability of a low-interest “transportation-related infrastructure” loan for some portion of the Town Barn Project.

Melis also presented a summary report of soil test data from ECS stating that while pollutants appear to be stable and contained within the upper twenty-four inches of soil at the Town Maintenance facility at Route 35, further and more extensive testing, (estimated to cost approximately \$5000.00), will be necessary prior to any potable water certifications being issued.

A draft flyer for the upcoming Town Barn Project was presented by Melis for review, and consensus was gained to have it printed and mailed out. Melis furthered that annual taxpayer cost on the Town Barn Project proposal was estimated at \$36.00 per \$100,000 assessment over the life of the loan. She then reminded everyone of the informational meeting scheduled for October 27, 2008, and the Open House on Route 35 scheduled for November 1, 2008, and a need to have that fully staffed for the day. She also confirmed forthcoming publications in the Brattleboro Reformer of the Warning for the Town Barn Project and these meeting dates. Kurt Bostrom left at 8:10 P.M.

2. **Town Clerk’s and Treasurer’s Reports:** none presented
3. **Bookkeeper’s Report:** none presented
4. **Approval of Minutes: September 15th & September 29th** none at this time
5. **Warrants:** Payment of the Warrants were moved by Martin, seconded by Evans and unanimously carried by the board.  
Payable Oct. 6th                      \$20,861.02                      Fund General Fund

\$ 4,596.70

Payroll

**6. Correspondence:**

Letters received from the Department of Public Safety regarding billable hours by the Vermont State Police in Townshend note that a \$3200.00 credit from last year is applicable to costs incurred this year, but at the request of Kit Martin, Cynthia Davis will follow-up to get a current financial balance from the Department.

A letter from Lisa's Love (Mommy's Market) requesting a waiver of rental fees for use of the Townshend Town Hall in the next fiscal year was read. Martin moved: **To grant a waiver of rental fees for the use of the Townshend Town Hall by Lisa's Love (Mommy's Market) during the 2009 calendar year**, seconded by Melis, and unanimously carried by the Board

**7. Old Business:** Evans informed the Select Board of a meeting scheduled for 3:00 P.M. on October 8, 2008, at the Town Hall with Tiz Garfield and the Town Hall architect.

A brief discussion concerning the unfinished status of the cupboards in the Town Hall dining hall ensued, with an estimate for staining and varnishing by Joseph Lovergine, in the amount of \$1800-\$1900 presented by Evans. Hunt will follow-up with Albert Litchfield.

It was noted by Melis that the draft Flood Ordinance had been turned over to the Planning Commission to complete work upon.

Martin relayed that for a second time, the dump had been used by someone during off-hours to unload vinyl siding into the recycling bin, which Town employees had to remove at risk to themselves and expense to the Town. A question was raised as to whether the gate should be locked during off-hours, to prevent occasional improper use of the facility, but no action was taken at this time.

Following discussion of Speed Limit Ordinances "Draft #35," and "Draft Riverdale Road," Martin moved: **To adopt Speed Limit Ordinances as outlined in Draft #35 and Draft Riverdale Road**. Melis requested: **That amendment be made to Section 1 of the Speed Limit Ordinances in Draft #35 to read: "that as stated**

**here under,”** unanimously carried by the Board.

Ordinances limit speeds upon Route #35 from the intersection with Route #30 to one and one-half miles north of the common to 30 mph, and on Route #35 from the end of that 30 mph zone north to the intersection with the Grafton Road to 40 mph, and limit speeds upon the length of Riverdale Road to 30 mph.

8. **New Business:** None at this time
9. **Other Business:** Cynthia Davis was thanked for her services to the Select Board, and gifts were presented.
10. **Next Meetings:**  
Regular Meeting Oct. 20th at 7:00 P.M.  
Special Meeting (Budget) Oct. 21st at 6:00 P.M.  
Special Meeting (Town Barn Project Informational) Oct. 27th
11. **Executive Session:** Evans moved to enter into Executive Session at 9:10 P.M. to discuss personnel matters, and Melis moved that the Select Board came out of Executive Session at 9:18 P.M. No action was taken.
12. Martin moved: **To adjourn at 9:20 P.M.,** seconded by Melis and unanimously carried by the Board.

Respectfully submitted,

Craig K. Hunt, secretary