

approved: 7/25/17

TOWNSHEND SELECT BOARD

Meeting Minutes

July 11, 2017

Present: Kathy Hege; Robert Wright; ; Steve Frisk; Irv Stowell

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

- 1. Call To Order:** Hege called the meeting to Order at 6:07 p.m.
- 2. Approval of the Minutes:** Stowell made a motion: **To approve the Minutes of June 27, 2017**, seconded by Wright. Following discussion about having Hunt clarify the directive to Bostrom for completing employee performance evaluations, the motion carried by those present.
- 3. Additions and Deletions:** To Correspondence, the request from the Townshend Historic Society for closing State Forest Road briefly on July 23rd, was added.
- 4. Members of the Public:** Ali Evans was welcomed and summarized conversations she's been having with members of the Townshend Fire Department regarding lease renewal and maintenance of the fire pond on Ross Evan's property. Specifically, she requested that the Highway Department address sediment from the road that's coming into the pond. Stowell offered to assess the erosion issue in conjunction with the highway foreman and representatives from TFD.
- 5. Warrants:** Wright made motions to approve the following Warrants.

71101 Payroll \$ **8,919.51**, seconded by Frisk. Following discussion about excessive "checking" of the roads by highway personnel, the motion carried by those present, with one abstention.

71102 Payroll Taxes \$ **3,591.19**, seconded by Stowell and carried by those present.

71103 General \$ **6,907.60**, seconded by Stowell and carried by those present.

71104 General \$ **9,310.57**, seconded by Stowell and carried by those present.

71105 Highway \$ **277.79**, seconded by Frisk and carried by those present.

71106 Highway \$ **1,600.00**, seconded by Frisk. Hunt reported that Bostrom relayed having spoken with D & E Tree Service and being offered a \$200 reduction in the bill for work that Townshend did not find satisfactory. Following discussion, the motion FAILED to carry by those present. Hunt was to instructed to get the tree cutting lists from Bostrom, a.s.a.p., try to arrange for D & E Tree Service to work to make up the deficit and present the Select Board with a proposal.

71107 Equipment \$ **1,638.28**, seconded by Stowell and carried by those present.

- 6. Reports: Highway Report:** Hege noted that Bostrom was out of town, but that the employee evaluations had not yet been submitted. Frisk updated the Board on completion of the culvert work on Oakwood Cemetery Road and on the ditch work across Angell's property. Hunt

relayed that a request for bids for the 2017 paving project had been published and a mandatory meeting of all bidders was scheduled with Bostrom for July 14, 2017, at 10:00 a.m. at the Highway Garage.

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

Treasurer's Report: Daigneault reported that the General Fund checking account held a balance of \$725,076.16.

The Board briefly discussed the upcoming audit of the municipal finances and Stowell made a motion: **To engage McSolely McCoy for the 2017 audit**, seconded by Hege and carried by those present.

7. Correspondence: The Board again discussed a request from the Townshend Historical Society to briefly close State Forest Road at Scott Bridge on July 23rd for bridge restoration ceremonies. Hunt explained the purpose for the closure and the responsible oversight that would be provided.

8. Old Business: Purchase Order Policy: Following discussion, the Board instructed Hunt to reinstitute the policy governing the purchase of goods and services.

9. New Business: 2 Wired Guys: Stowell made a motion: **To approve the contract proposal from 2 Wired Guys for computer maintenance**, seconded by Frisk and carried by those present.

10. Other Business: None at this time.

11. Executive Session: Wright made a motion: **To enter Executive Session at 7:10 p.m., under 1 V.S.A. 313 a3 for employee evaluations**, seconded by Stowell and carried by those present.

The Board returned from Executive Session at 8:15 p.m., and, as a result, no action was taken.

12. Meeting Schedule: Paving Bidders Conference: July 14, 2017 at 10:00 a.m.

WSWMD Composing Workshop: July 18, 2017 at 7:00 p.m.

Tax Rate Workshop: July 20, 2017 at 6:00 p.m.

Regular Meeting: July 25, 2017 at 6:00 p.m.

13. Adjournment: Frisk made a motion: **To adjourn at 8:20 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt