

## Townshend Select Board Meeting Minutes - October 16, 2006

Present:

Berenice Brooks  
Alene Evans  
Henry Martin, chair

Jeffrey Russ  
Irvin Stowell, Select Board

Participating Members:

Effie Chamberlin, GCH co-administrator  
Kathleen Hege, chair TES, Kurt Bostrom & Fredrick Hege

*Martin called the Meeting to Order at 7:00 PM and recognized Participating Members:*

At GCH's State mandated public meeting, **co-administrator Effie Chamberlin** heard many comments and vehicle complaints on Rte 35 / Grafton Rd - increased traffic, speed, cross walk areas, the unidentified hospital — fire department zones. She offered her services and that of GCH to assist the Town in completing its ongoing traffic study. The Board welcomed GCH's offer to purchase those portable "people in cross walk signs". Everyone realizes the traffic concerns, vehicular congestion off Peaked Mtn. Rd onto Rte 35 (Grafton Rd) and the many illegal parked cars at the pharmacy.

Martin will instruct the WCSD and VSP to increase patrolling in this area and Chamberlin will inquire about dynamic striping. Chamberlin left at 7:15 PM

**Kathleen Hege, TES chair** clarified the use of a truant officer — TES has used a Windham County Sheriff Department (WCSD) as truant officer, only once, when the Town did not have a contract with them. She has a proposed contract for the school year, between TES & WCSD, which will be addressed at their next meeting.

She asked couldn't the Town include TES truancy coverage in their yearly WSD contract? Billing TES separately/directly. This way her concern of TES to have continuing truancy coverage, won't be overlooked.

Martin understood K. Hege's request and would inquire with WCSD on adding TES to the town wide contract. Both Boards will work together and discuss the issue before presentation at a Town Meeting.

#2 issue Hege wanted to make the Board aware of TES upcoming discussions on the need to tighten school security — people, family members, etc will not be able to automatically enter into the main school. K. Hege left at 7:30 PM

**1b. Kurt Bostrom, road foreman,** reported:

- that within the two weeks the sand would be delivered;
- faxed out the necessary documents on purchasing the truck's equipment.
- W. "Bo" Royce's physical therapist has asked him to revisit his doctor to address her concerns of a possible cut nerve.
- All big trucks have become winter ready;
- small sander is working;

- the John Deere is now housed at Dr. Wallace's. During his conversations with Dr. Wallace Martin reassured the Board that Dr. Wallace is not selling his property to L&G
- there is wooden bridge on top of a stone culvert on Buck Hill Rd, which drainage as been designated for relocation.

Bostrom was quite irate after learning that some one had severely dug up a section of the newly reconstructed Plumb Hill Rd (near Allard's driveway);

Town Treasurer, Wasung informed Stowell that she had submitted a \$20,000 Vermont Municipal Equipment Loan Fund (VMELF) loan application for the one-ton and that VMELF will only loan 75% of the new truck #8. She suggested submitting this loan application for VMELF's April 08 consideration. In the mean time, the Town would take out a bank loan, Stowell continued, when the VMELF \$95,000 comes in the Town could pay off the bank loan. He asked Bostrom to attain the cost of an extended warranty. Martin asked, where is the \$120,000 coming from?

Stowell addressed the following conditions with Bostrom:

- Windham Hill Rd needs cold patch and the need of sub-drain near R. Jackson's property
- some one had damaged the West Hill Rd bridge abutment, before Tall Tales
- some one has been dragging logs on Rte 35, near the cement block house;
- and he and Bostrom will met at VC's proposed driveway entrance site (access permit). Bostrom left at 7:45 PM

**1a. Town Clerk and/or Treasurer:** VMELF loan(s)

The Board found and read the Town Treasurer's prepared bonding calculations (highway garage and fire station) and property tax consequences. Martin believes Arthur Monette, chair of the Land Committee requested this information. Board members questioned shouldn't the Board's past requests for the six-month financial information have priority before doing this work?

The chair, with the approval of the Board, stated "let the minutes reflect that the Select Board is beside themselves with the lack of the Town Treasurer's response to their repeated requests". The Board may explore the possibilities of hiring their own accountant, due to the fact that the Town Treasurer is unable to supply the Select Board with needed information and timely reports, as reflected by Statutes.

*Martin moved to approve the **Minutes - October 2, 3, 4, 2006**, seconded by Russ*

Davis requested a correction be made on the Special Town Meeting Warning/Ballot, a typo. The Board signed it on Wednesday, October 4<sup>th</sup>, not October 6<sup>th</sup>, *unanimously carried as corrected by the Board.*

*Martin moved to **Pay Bills and to Sign the Orders**, seconded by Evans*

SM06-07- \$23,331.43      plus B&B Appraise \$9,843.99

SMPR06-07 - \$1,438.20

Road Com Ords wk/ending 10/7 & 10/14

After reviewing the bills Evans brought her questions and concerns to the Board:

- Listers — amount of hours; wages & escalating expense (over budget?)
- B&B Associates — being charged \$50/hr (data input?); B&B directly pays their employees?

Members agreed and asked their clerk to invite B&B and the Listers to the Select Board's meeting on November 6<sup>th</sup> requesting reappraisal info: updates, status report, completion date, etc.

While reviewing prepared Road Commissioner Orders, Stowell expressed his dissatisfaction on the prepared changes to the existing procedure on invoicing Highway Commissioner's Orders —

Special Projects expenses are suppose to be charged on individual orders and not charged under a General Maintenance Order; they shouldn't be mixed together, this makes it difficult to come in and look up costs on a specific project.

After discussion all agreed to reaffirm and reinstate the existing procedure that highway expenses associated with Special Projects are to be documented separately. Stowell will inform the Town Treasurer of this, which she will not deviate from.

*The pay orders were unanimously approved and signed.*

#### **4. Old Business**

**Handyman** —Martin has not yet spoken with Christie Aither. He had thoughts to expand the duties for the Town Hall handyman to include lawn mowing/ snow blowing, maintaining the fountain and working as needed with the possibility of 15 hrs per week. There has been no communiqu's with those individuals who sent in Letters of Interest in the position.

**Ancient Rd** —Stowell awaiting return phone call from Matt Mann, WRC.

**VSP** — Evans received documentation that VSP has only patrolled a total of 7.7 hours. Hopkins did advise her that a new trooper now lives in Grafton and wants additional hours.

**Bond Informational Meeting** — The Board agreed that Martin would open the meeting with a short and simple statement. The Select Board has an obligation to present to the voters these bonds on the Land Committee's proposal to build a new highway garage and fire station. This would allow the voters to evaluate the potential tax consequences of **all three** bond votes.

**Valley Cares** —The Board saw no problems with Martin giving a brief address at the groundbreaking ceremony on site, now on Nov. 3<sup>rd</sup> (inclement weather Town Hall); site excavation and construction will begin October 23<sup>rd</sup>.

#### **5. New Business** — no action taken

- ANR's — Digital Flood Insurance Rate Maps

Subjects discussed:

- It is impossible to start the 2007-08-budget process now, as the Town Treasurer has not provided the Board with any financial statements or knowledge of accounts, expenses or receipts.
- The Select Board having a computer available during their meetings.
- The need of an Administrative Assistant
- The dining room needs to be cleaned up, items thrown out. Evans reported that Town Clerk, Anita Bean, saw no problem in overseeing and working with a Town Hall handyman.
- Hege spoke of the Career Center's expanded courses. By obtaining college guaranteed acceptance agreements, those qualified students would be able to drop one college semester. He is very proud of what's available and more L&G students' should avail themselves of the education offered at the Center.

**6. Other Business**

- The Board discussed and took no action on: Revolt & Repeal statement and reply; Vision and VLCT NEWS
- HCRS request for Social Service funds and Bazin Bros' certificate of insurance

**7. Executive Session** — *none at this time*

**8. Time of Next Meeting** —Nov 6, 2007

Brooks moved to **Adjourn at 8:40 PM**, seconded by Stowell, unanimously carried by the Board.

Respectfully submitted,

Cynthia Davis, clerk for the Select Board.