

approved: 05/09/17

TOWNSHEND SELECT BOARD

Meeting Minutes

April 25, 2017

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

In Attendance: Joseph Daigneault; Kurt Bostrom; Sherwood Lake; Richard Melanson; (BCTV);
Craig Hunt

1. **Call To Order:** Hege called the meeting to Order at 6:02 p.m.
2. **Approval of the Minutes:** Bissonnette made a motion: **To approve the Minutes of April 11, 2017**, seconded by Stowell and carried by those present.
3. **Additions and Deletions:** Invitation to VLCT meeting in Jamaica, re: Open Meetings.
4. **Warrants:** Wright made motions to approve the following Warrants.

42501 Payroll	\$ 8,392.97,	seconded by Bissonnette and carried by those present with one abstention.
42502 Payroll Taxes	\$ 3,418.96,	seconded by Bissonnette and carried by those present.
42503 General	\$ 6,251.24,	seconded by Stowell and carried by those present.
42504 Highway	\$ 283.72,	seconded by Bissonnette and carried by those present.
42505 Equipment	\$ 862.80,	seconded by Stowell and carried by those present.

5. **Reports: Highway Report:** Bostrom reported that he'd contacted BDM Street Sweeping Services to get the winter sand removed from the highways. Stowell told him that he didn't think it was necessary, as the roadways appeared clean, even the bigger intersections. Bostrom told the Board that BDM always recovers a few truckloads of sand and that it had to be done, since Townshend had adopted a Clean Streets policy. Hege indicated that she was unaware of that policy and Hunt concurred. Bostrom said he would bring a copy to the Select Board.

Bostrom requested that an RFP be prepared for FY2017-18 paving from the Grafton town line down the hill. Hunt said that he would draw one together, if Bostrom provided the specific details.

Bostrom reported that he and Tree Warden, DeSiervo, had made a list of approximately 30 dead and hazard trees which needed to be removed on Route 35 and the Athens Road. Hege requested that that list be turned in as soon as possible, so that Hunt can contact tree services for pricing and scheduling.

Bostrom also reported that brake work was being done on T-8; that the utility pole had been moved on Plumb Road where bank stabilization work was necessary; and that he'd be meeting with those interested in serving as a Transfer Station back-up attendant on Friday, April 28th. Hege requested that Bostrom bring a list to the Select Board of those who attended the meeting with recommendations of individual's qualifications.

Discussion turned to the grant application for replacing Bridge 42 and Stowell made a motion: **To ratify the Select Board's decision, out of session, to meet deadlines by submitting a structures grant application to V-Trans in the amount of \$178,000.00 for replacing Bridge 42 on West Hill Road**, seconded by Wright and carried by those present. Since being submitted, that grant has been tentatively approved by V-Trans.

6. Emergency Operations Plan: Bissonnette made a motion: **To suspend the rules and take the Agenda out of order to meet with Townshend's Emergency Management Director**, seconded by Stowell and carried by those present. Sherwood Lake was welcomed and requested that the Select Board approve Townshend's 2017-18 Emergency Operations Plan, as drafted. Hunt advised Lake that the copies presented to the Select Board for review had minor modifications to correct contact information.

Bissonnette then made a motion: **To adopt the 2017-18 Local Emergency Operations Plan for Townshend**, seconded by Frisk and carried by those present.

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

Treasurer's Report: Daigneault reported that the General Fund held a balance of \$757,347.32.

7. Correspondence: Hege reported that Townshend had finally received the signed and approved permanent easement from the Army Corps of Engineers for the culvert on Dam Road.

8. Members of the Public: None at this time.

9. Old Business: Governance Advisory Committee: Bissonnette updated Board members with the workings of the committee gathering information and studying the differences between town managers and town administrators. Interviews are being conducted with officials in Townshend and from other towns. Hege reminded Bissonnette that the Select Board needs to know the legal differences between the options and is hoping that the committee will make a recommendation when it has completed its research.

10. New Business: Recycling Bids: Hege acknowledge receipt of two bids for hauling Townshend's recycled materials after July 1st, should Townshend choose to continue operation of its Transfer Station. Those bids were from Triple T and Goodenough, but were not comparable with one another, nor specifically addressed Townshend's situation. Consequently, the bids will be studied further and compared at a later time.

Liquor License: Wright made a motion: **To approve the First Class Liquor License application of B-Boro Inc.**, seconded by Stowell and carried by those present with one abstention.

VLCT Meeting: Hunt conveyed having spoken with Joel Bluming, a member of Jamaica's Select Board, requesting that Townshend consider joining Jamaica in scheduling for VLCT to conduct a meeting to review Vermont's Open Meeting laws. Bissonnette made a motion: **To have Townshend gather more information about a possible meeting with the Town of Jamaica and other neighboring towns to hear from VLCT**, seconded by Stowell and carried by those present. Bissonnette then offered to contact Bluming and inform the Board of the details.

11. Other Business: None at this time.

12. Executive Session: Bissonnette made a motion: **To enter into Executive Session at 7:15 p.m. to discuss the evaluation of an employee under 1 V.S.A. 313a3**, seconded by Wright and carried by those present.

The Select Board returned from Executive Session at 8:50 p.m. and, as a result, no action was taken.

13. Meeting Schedule: Regular Meeting: May 9, 2017 at 6:00 p.m.

14. Adjournment: Frisk made a motion: **To adjourn at 8:53 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt