

approved: 08/22/17

## TOWNSHEND SELECT BOARD

### Meeting Minutes

August 8, 2017

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

**In Attendance:** Joseph Daigneault; Kurt Bostrom; Skip Woodruff; Richard Melanson, (BCTV); Craig Hunt

- 1. Call To Order:** Hege called the meeting to Order at 6:11 p.m.
- 2. Approval of the Minutes:** Bissonnette made a motion: **To approve the Minutes of July 25, 2017**, seconded by Wright and carried by those present.
- 3. Additions and Deletions:** None at this time.
- 4. Members of the Public:** Bissonnette made a motion: **To suspend the rules to meet with members of the public**, seconded by Frisk and carried by those present. Skip Woodruff was welcomed and expressed to the Select Board that the Townshend road crew appeared to have little concern for treating people and private land with respect. On his property, Woodruff said, ditch work had created pools of stagnant water that prevented culverts from working properly; felled trees were not being left accessible for firewood, but were being rolled downhill into a ravine, and road shoulders that should have been dressed with gravel after re-paving 5 years ago still hadn't been attended. Woodruff said that he had spoken with Ed Smith, but nothing had changed.

Bostrom said that he would visit Woodruff's property as soon as he could and see what could be done.
- 5. Highway Report: Transfer Station:** Hege directed Bostrom to have the highway crew pay attention to who was using the transfer station during off hours and make sure that people were informed not to. The attendant should be prohibiting use of the station by anyone without residential identification when the station is open, but information had been received by the Select Board that individuals from other towns were using Townshend's recycling bins during hours when the yard was open, but the station was unattended.

**Network Inventory:** Bostrom informed the Board that Townshend's Network Inventory Certification was good until next year, according to V-Trans

District II, but would be expiring in 2018. Bostrom will make sure that Townshend's certification stays valid and that the Windham Regional Commission, under contract from a Better BackRoads grant to conduct an erosion study, will help complete an infrastructure inventory before the end of this year.

**Hazard Trees:** Bostrom relayed that D&E Tree Service would be here on August 17th to complete work unfinished back in June. The arrangement Bostrom made was that Townshend would pay D&E (\$1,600) for the full day it claimed to have worked, but didn't and that D&E would then work a full day for \$1,000 to make up the difference. Townshend's highway crew will direct and supervise D&E's work this time and assist with tree removal by flagging traffic.

**Town Common:** Bostrom was asked about the newly-planted maple on the Common and how someone had managed to scar it with a plow. Discussion turned to the 4 or 5 other maple trees that are in distress on the Common and the over-use of salt on Common Road. Bostrom indicated that the State salts Common Road, also, when they turn trucks around. Stowell reminded Bostrom that snow around the Common used to be removed, not just plowed onto the grass. Hege suggested that Common Road be a reduced-salt, or no salt roadway.

Trees on the Common also have had their bark girdled by the string trimmer and exposed roots shaved by the mower blade. Bostrom said that he was unaware of this and would speak to Mike Finegan, who mows for the Town.

**Loader:** Bostrom informed the Board that the John Deere 544 front end loader was left at the gravel pit over the weekend, during Fair Days, and that someone had smashed all of the windows. Bostrom said that the loader was usually returned to the garage over the weekend, but that he'd taken a vacation day and that Ed and Bob were busy cutting trees and doing ditch work.

Discussion turned from preventable damage by vandals to shooting at the gravel pit and Bostrom said that he wanted to install a gate across the access road and post signs that prohibit shooting.

**Vacation Scheduling:** Wright asked Bostrom why he'd taken a vacation day when Hunter North had been contracted to flag roads while ditch and tree work was being done. Bostrom said that having flaggers available was, until recently, unexpected, but that he'd intended to take Friday off for some time. Wright asked why there wasn't a posting in advance of who was taking which days off when, and Bostrom told Wright that the highway crew was entitled to take vacation time whenever they could and that unless someone called in sick, they always knew who'd be who'd be working, or not.

**Fire Pond:** Bostrom told the Board that the sediment which came into the fire pond at Evan's property probably was the result of the failed culvert on Taft Road that had been recently replaced.

**Insurance:** Hunt confirmed that an insurance claim had been submitted for the windows broken out of the loader and Bostrom briefed the Board on meeting with State Police investigators. The loader had been returned to the garage, Bostrom said, and he'd vacuumed the broken glass out of the gravel at the pit. All of the windows will have to be replaced, of course, since the loader is to be sold in trade on a new machine next year.

**Town Clerk's Report:** The Board reviewed the Town Clerk's cash journal reports from the prior weeks and Frisk questioned why there wasn't any dog license revenue, subsequent to issuing a Warrant to the Constable to collect delinquent fees, or seize animals.

**Treasurer's Report:** Daigneault reported that the General Fund checking account held a balance of \$842,230.07.

**8. Correspondence:** Hege read a letter from Phil Moriarty resigning from membership on the Governance Advisory Committee.

**9. Old Business: Governance Advisory Committee Meeting:** Bissonnette confirmed that there was agreement from Select Board members and Advisory Committee members to hold a joint workshop on Thursday, August 10, 2017, at 6:30 p.m to informally discuss the Committee's Interim Report.

**10. New Business: Town Report:** Hunt was asked to post a public Notice that Town Report Committee volunteers were being sought.

**Employee Evaluation Forms:** Board members briefly reviewed standardized employee evaluation forms presented to them and will try to have Hunt modify them prior to the next meeting.

**Town Common Use Policy:** Board members agreed in general that a Policy should probably be drafted to govern how the Town Common is used and under what rules. It was noted that two weeks prior to, and after Grace Cottage Hospital's Fair Days, trucks and trailers had been driven on the grass, despite being requested not to, that tree branches had been broken, that ropes had been tied to trees, that tent stakes had been driven into tree roots, that posters had been stapled to trees and that booths and merchandise had killed large swaths of grass.

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

**12. Executive Session:** None at this time.

**13. Meeting Schedule: Workshop:** August 10, 2017 at 6:30 p.m.

**Regular Meeting:** August 12, 2017 at 6:00 p.m.

**14. Adjournment:** Stowell made a motion: **To adjourn at 7:40 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt