

# Townshend Select Board Meeting

**Minutes** – approved October 22 2019

October 8<sup>th</sup>, 2019 @ 6:30 p.m.

**Present:** Kathleen Hege, Steven Frisk, Crystal Mansfield, Robert Wright

**In Attendance:** Karla Lumbra, Joeseeph Daigneault, Richard Melanson (BCTV), Irving Stowell, Cynthia Davis

Mansfield made a motion to convene the Townshend Board of Health at 6:30pm seconded by Frisk and passed by those present. The board acknowledged an inspection report by Dr Shafer of violations of health codes at an apartment at 22 Riverdale Rd in Townshend. Dr Shafer has sent the report to the property owner requesting a mitigation plan for the listed deficiencies. He noted that the structural and window deficiencies need prompt correction within 30-60 days due to seasonal changes. Mansfield motions to adjourn the Board of Health at 6:33pm, Frisk seconds, carried by those present

- 1. Call to Order:** Hege called the regular meeting to order at 6:34 p.m.
- 2. Approval of Minutes:** Mansfield moves to approve the minutes for September 24th, 2019, and Sept 30<sup>th</sup> 2019, Frisk seconds, carried by those present
- 3. Additions and Deletions:** add update to Mary Meyer recycling issue to Old Business
- 4. Warrants:** Wright motions to pay warrants 1, 2, 3, 4 and 5, Mansfield seconds, carried by those present. Wright motions to pay 6, 7 and 8, Mansfield seconds, Frisk abstains, carried by others present

	#1	Payroll	\$10,652.42
<b>5.</b>	#2	Payroll Taxes	\$4,643.40
	#3	General Fund	\$6,639.79
	#4	General Fund	\$666,034.52
	#5	General Fund	\$269.18
	#6	Highway	\$17,171.10
	#7	Equipment	\$356.17
	#8	Equipment	\$1,828.24
		Total	\$707,594.82

**Reports:**

**Highway:** Frisk reports: Roadside mowing complete and mower has been returned. Gravel crushing complete. Six culverts are in process of being replaced, 3 on Peaked Mountain and 3 on East Hill.

Frisk requests to purchase 100yards of 8 inch/minus ditch stone that Windham Regional has identified as a priority project. He received 3 quotes for 100 yards delivered:

1. AS Clark and Sons - \$22.00/yd
2. Cersosimo - \$\$23.15/yrd
3. Hunter Excavation - \$20.00/yd

Mansfield motions to purchase the stone from Hunter excavation, Wright seconds, Frisk abstains, carried by others present

Frisk requests to have an open top dumpster to place at the pit for the removal of the culverts, plastics and metal debris at a price of \$400. Wright motions to put an open top dumpster at the pit, Mansfield seconds, Frisk abstains, carried by others present

**a.** Cintas Uniform Proposal / Unifirst – to exit the contract with Unifirst, it would cost approximately \$2000. Mansfield motions to continue using Unifirst for shop rags and safety container, and pursue Cintas for safety uniform attire going forward, Wright seconds, carried by those present

**Town Clerk:** Report of counter money received was reviewed by the board

**Town Treasurer:** Sweep \$1,791,891.98 - checking \$23,383.88.

**CD Rollovers:**

1. Reappraisal- \$113,945.03, 1.5% interest for 181 days
2. Sewer - \$41,067.63, 1.5% interest for 365 days
3. Cemetery- possible transfer to Peoples for 1.1% 6 months, or 1.4% for 12 months- further communication with Cemetery Committee

**6. Correspondence:**

**7. Members of the Public:**

**8. Old Business:**

**a.** Update for septic health issue – Dr Shafer inspected the property on Grafton Rd , septic has been pumped with no evidence of septic failure

**b.** Mary Meyer Recycling update - use of Town Transfer Station by Mary Meyer was part of an annual clean out event not an every week occurrence

**9. New Business:**

a. Library requests the use of Town Hall October 15<sup>th</sup> for a public event on bats– Mansfield motions to let library use the Town Hall for public event, Frisk seconds, carried by those present

b. Historical Society requests the use of Town Hall November 3<sup>rd</sup> for Annual Meeting – Mansfield motions to allow Historical Society to hold meeting at Town Hall, Frisk seconds, carried by those present

c. FY 2020 Employee Health Insurance – currently \$13,465 annually for a 2 person plan Silver Plan, increases to \$15,488 for a 2 person Silver Plan beginning January 1, 2020. The board will discuss employee benefit offerings during budgetary meetings this fall

**10. Executive Session:**

**11. Meetings:** October 22nd, @ 6:30 – Start of Employee Evaluations

**12. Adjournment: Mansfield motions to adjourn at 7:03pm, Frisk seconds, carried by those present.**