

**Townshend Select Board Meeting**  
**Minutes - Approved December 10, 2019**

November 26<sup>th</sup>, 2019 @ 6:30 p.m.

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

**In Attendance:** Karla Lumbrá, Joeseeph Daigneault, Richard Melanson (BCTV), Cynthia Davis, Charles Marchant

1. **Call to Order:** Hege called the meeting to order at 6:30 p.m.
2. **Approval of Minutes:** Bissonnette moves to approve the minutes for November 11<sup>th</sup>, 2019, Frisk seconds, carried by others present with Hege abstaining
3. **Additions and Deletions:**  
**Bissonnette moves to take the agenda out of order and take members of the public first, Frisk seconds, carried by those present**
4. **Members of the Public:**
  - a. Charlie Marchant re: Negro Brook name change, petition presented to the State Library Board. Petition returned due to incompleteness. Statute requires Select Board be informed of potential name changes. Stone arch bridge project – small structures grant application with State revisited. Historical Society requests approval to seek a contract with Michael Wietzner for bridge repair next year. The proposal should produce a working agreement for board to approve for the repair of Negro Brook Stone Arch Bridge. The town's bulk mail permit needs its annual renewal.
5. **Warrants:** Wright moves to pay warrants 1, 2, 3, 4, 5, and 6, Bissonnette seconds, carried by those present.

#1	Payroll	\$11,080.66
#2	Payroll Taxes	\$4,946.70
#3	General Fund	\$11,087.22
#4	General Fund	\$20,569.54
#5	Highway	\$5,062.00
#6	Equipment	\$1,637.49
	Total	\$54,383.61

**6. Reports:**

**Highway:** Frisk reports several weather events, resulting in sanding and salting. Ditching and tree work continue in between storms. Regarding the fatal accident on Rt. 35 last week, the town doesn't have adequate signage for closing down roads by way of detours or road closings. Frisk presented two options to incorporate the proper materials into the budget. Wright motions to have highway purchase a portion of the signs out of the highway budget and remaining balance will come from Emergency Management Fund

**a.** Cintas Uniform Proposal / Unifirst – follow up – awaiting response from Unifirst regarding new delivery proposal and response to accusations of unpaid invoices

**b.** Bridge 43 Engineering Study Grant reimbursement – Bissonnette moves to sign the request from VTrans for reimbursement of funds in the amount of \$10,350.00, Mansfield seconds, carried by those present

**Town Clerk:** N/A

**Town Treasurer:** Sweep account-\$1,584,431.54; in checking account-\$31,298.00

**7. Correspondence:**

**8. Old Business:**

**a.** Follow Up Windham Central requests the use of Town Hall December 10<sup>th</sup> for Elementary Concert – no word as of yet from director

**9. New Business:**

**a.** Set FY 21 Health Insurance Budget Costs – currently \$13,460 per plan per person, upcoming year \$15,747, Bissonnette moves for the town to continue covering the 2 person silver plan at the increased cost of \$15,474, Mansfield seconds, carried by others present with Frisk abstaining

**b.** NEMRC Astronomical Cost Increase – annual license cost increase from \$1460.81 to \$5000.00

**c.** Setting Budget Workshop Dates for FY 21 – First meeting scheduled for December 11<sup>th</sup> at 4:30p.m

**d.** Town Garbage Bags – Bissonnette moves to order new shipment of town trash bags, Frisk seconds, carried by those present

**10. Executive Session:** The Select Board entered into Executive Session at 7:17 p.m. to discuss Employee Evaluations - 1 V.S.A. 313(a)(3)

**11. Meetings:** December 10<sup>th</sup>, @ 6:30 p.m. Budget meeting December 11<sup>th</sup> at 4:30 p.m.

12. **Adjournment:** The Board left executive session at 7:55 by unanimous consent. The chair will type up the completed evaluation and discuss it with the employee.