

Townshend Select Board Meeting

Minutes-approved December 18th 2019

December 10th, 2019 @ 6:30 p.m.

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

In Attendance: Karla Lumbra, Joeseeph Daigneault, Richard Melanson, Glen Beattie

Hege made a motion to convene the Townshend Board of Health at 6:30pm. The board acknowledged the list of recommendations report by Dr Shafer of previous inspection of health codes at an apartment at 1348 Vermont Rt 30 apt 1, landlord has 1 year from date to comply. The health officer will reschedule a visit to conclude. The Select Board will wait for Dr. Shafer's findings. Bissonnette motions to adjourn the Board of Health at 6:31pm, Frisk Seconds, carried by those present

- 1. Call to Order:** Hege called the meeting to order at 6:31pm
- 2. Approval of Minutes:** Bissonnette moves to approve the minutes for November 26th, 2019 – Frisk seconds, carried by those present
- 3. Additions and Deletions:** Executive Session deleted
- 4. Warrants:** Wright motions to pay warrants 1, 2, 3, 4, 5, 6 & 7 Bissonnette seconds, carried by those present. A correction to warrant number 4 from November 26th was noted, Wright motions to approve revision for Warrant #4 on November 26th, Bissonnette seconds, carried by those present

#1	Payroll	\$15,122.99
#2	Payroll Taxes	\$6,503.27
#3	General Fund	\$666,034.52
#4	General Fund	\$12,443.99
#5	Highway	\$6,458.18
#6	Equipment	\$159.00
#7	Equipment	\$8,091.76
	Total	\$706,721.95

REVISION OF WARRANT #4 FROM 11/26- \$20,569.54 to \$11,150.54 (duplicate charges)

5. Reports:

Highway: Frisk reports dealing with several storms. During non wintery weather the crew is working on maintaining the upkeep of the equipment. Frisk noted that the transfer station attendant has requested that he be allowed to forego coming to work on days that the weather is inclement. Frisk requests that the board consider a backup for the substitute who covers when the regular attendant is out just in case the substitute cannot cover the absence.

- a. Cintas Uniform Proposal - Wright motions to notify Unifirst that we will be discontinuing uniforms but will be keep receiving the shop cloths and container, Bissonnette seconds, carried by those present. Bissonnette motions to contact Cintas and move forward with the safer uniforms they offer, Wright seconds, carried by those present

Bissonnette motions to take the agenda out of order to allow members of the public to speak, Frisk seconds, carried by those present

6. Members of the Public:

- a. Fire Chief Glen Beattie Beattie reports that Engine number 2 is out of commission due to a broken leaf spring. He is waiting on quotes for repair. Beattie and Select Board discussed potential cost figures. While Engine #2 is off line the FD is using the engine recently purchased from Dummerston. Frisk states the Highway crew would be willing to help with repair if parts are approved.

Hege brings forth a mention of the Fire Department bylaws and relationship to Town Funds with the recent audit. Hege will present the Fire Department a copy of the final audit report upon receipt.

Town Clerk: Counter Report

Town Treasurer: Sweep \$1,601313.91 Check \$30,000.00

7. Correspondence:

- a. Windham Regional Broadband Project Kickoff Meeting – Town will need to participate with survey of residents’ interest. Bissonnette states he will attend and report back to Select Board

8. Old Business:

9. New Business:

- a. Budget Workshop FY 21, next meeting December 11th at 4:30p.m.

- b.** WRC requests use of Town Hall (upstairs) for Energy Planning Event on Dec 12th 2019. Bissonnette motions to allow WRD use of the Town Hall at the regular fee of \$100 for upstairs, Mansfield seconds, carried by those present
 - c.** Susanne Clark requests the use of the Town Hall January 11th at 1p.m. Lumbra to follow up with additional information on space needed.
 - d.** Notification from Fire Dept Truck E2 mechanical issues- see members of the public
- 10. Executive Session:** N/A
- 11. Meetings:** Special Budget Meeting December 11th @ 4:30p.m., Select Board Meeting December 18th, @ 5:00p.m., to follow with Budget meeting
- 12. Adjournment** Mansfield motions to adjourn the meeting at 7:15p.m., Frisk seconds, carried by those present