

approved: 02/26/19

TOWNSHEND SELECT BOARD

Meeting Minutes

February 13, 2019

Present: Kathy Hege; Steven Frisk; Robert Wright; Crystal Mansfield; Will Bissonnette;

In Attendance: C.J. King; Charles Marchant; Austin Rice, (BCTV); Craig Hunt

1. **Call to Order:** Hege called the meeting to Order at 3:55 p.m.
2. **Approval of the Minutes:** Bissonnette made a motion: **To approve the Minutes of January 22, 2019**, seconded by Frisk and carried by those present.
Bissonnette made a motion: **To approve the Special Meeting Minutes of January 26, 2019**, seconded by Wright and carried by those present, with Frisk abstaining.
3. **Additions and Deletions:** Correspondence from Grace Cottage Hospital was added.
4. **Warrants:** Wright made motions to approve the Warrants, all seconded by Frisk:

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|------------------|--------------|---------------------------|
| 021301 Payroll | \$ 11,464.78 | carried by those present. |
| 021302 Taxes | 5,150.26 | carried by those present. |
| 021303 General | 6,146.51 | carried by those present. |
| 021304 General | 4,385.46 | carried by those present. |
| 021305 General | 6,142.50 | carried by those present. |
| 021306 Equipment | 63,762.00 | carried by those present. |
| 021307 Equipment | 5,328.73 | carried by those present. |
| 021308 Highway | 8,548.38 | carried by those present. |
| 021309 Highway | 9,752.02 | carried by those present. |
| 021310 Equipment | 1,650.46 | carried by those present. |

5. **Members of the Public:** Mansfield made a motion: **To suspend the rules and take the Agenda out of order to meet with members of the public**, seconded by Frisk and carried by those present.

C.J. King, of Grace Cottage Hospital, was welcomed and simply delivered a report to Will Bissonnette.

Charles Marchant, of the Townshend Historical Society, was welcomed and thanked the Select Board for including an article in the Town Meeting Warning that let the voters deliberate upon a funding request for repairs to the Follett stone arch bridge

in West Townshend. Discussion continued regarding the availability of a Structures Grant from the State and other sources of funding.

Marchant requested the Select Board co-sign a letter from the Townshend Historical Society addressed to truckers and to slow traffic over the bridge on Back Windham Road.

And, Marchant informed the Select Board that the Townshend Historical Society was seeking a partnership arrangement with the Scott Farm and the Stone Arch Trust for repair work on the off-highway stone arch bridges.

6. Reports: Highway Report: Frisk reported that the new Dodge 5500 was in service and that potholes were being filled where frost had destroyed the pavement.

Town Clerk's Report: The Board reviewed the Town Clerk's cash journal report from the prior weeks..

Treasurer's Report: The Treasurer report was conveyed by Hunt.

7. Correspondence: The monthly State Police activity report was received by the Board.

Hege relayed correspondence from Grace Cottage Hospital requesting permission to use the Town Common on May 11, 2019 for its 5K run and Bissonnette made a motion: **To approve the request of Grace Cottage Hospital for use of the Town Common on May 11, 2019 for staging the 5K Run**, seconded by Frisk and carried by those present, with Mansfield abstaining.

Frisk then made a motion: **To set the rate for Grace Cottage's use of the Town Common on May 11, 2019, at \$100.00**, seconded by Wright and carried by those present with Mansfield abstaining.

Hege summarized a communication received from a Townshend resident suggesting that there appeared to be a conflict of interest in having a member of the Select Board, who is employed through Grace Cottage Hospital, casting votes pertaining to Grace Cottage Hospital's use of public facilities.

Frisk made a motion: **To reconsider a Select Board decision to allow Grace Cottage Hospital staff, or its designees, to drive on the Town Common in order to set up booths for Fair Days**, seconded by Bissonnette and carried by those present with Mansfield abstaining.

Frisk then made another motion: **To allow Grace Cottage Hospital staff, or its designees, to drive on the Town Common in order to set up booths for Fair Days**, seconded by Bissonnette and carried by those present with Wright opposing and Mansfield abstaining.

8. Old Business: None at this time.

9. New Business: Following brief discussion, Frisk made a motion: **To adopt the Drug and Alcohol Policy for Commercial Motor Vehicle Drivers as prepared by and**

recommended by the Vermont League of Cities and Towns, seconded by Bissonnette and carried by those present.

The Board approved, by general consent, mailing out requests for proposals to auditing firms for the independent audit of Townshend's municipal finances during the July 1, 2018 to June 30, 2019 fiscal year.

10. Executive Session: Frisk made a motion: **To enter into Executive Session at 4:40 p.m. under 1 V.S.A. 313-a3 to discuss the employment of a Select Board administrative assistant**, seconded by Bissonnette and carried by those present.

11. Other Business: None at this time.

12. Meeting Schedules: **Special Meeting: February 20, 2019 @ 5:00 p.m.**
 Regular Meeting: February 26, 2019 @ 6:15 p.m.
 Pre-Town Meeting: February 26, 2019 @ 6:15 p.m.
 Town Meeting: March 5, 2019 @ 9:00 a.m.

13. Adjournment: Mansfield made a motion: **To adjourn at 5:05 p.m.**, carried by those present.

Respectfully submitted,

Craig K. Hunt