

Townshend Select Board Meeting - approved June 25 2019

Minutes

June 11th, 2019 @ 6:30 p.m.

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

In attendance: Karla Lumbra, Joseph Daigneault, Em Richards (BCTV), Glen Beattie, Rick Hege, Cynthia Davis

1. **Call to Order:** Hege called At 6:30 p.m.
2. **Approval of Minutes:** Bissonnette moves to approve the minutes for May 14th & May 28th, 2019, Frisk seconded, carried by those present
3. **Additions and Deletions:**
Under New business: RFP for gravel crushing; law enforcement contract
Under Old Business: Bid opening for Bridge #43 engineering study

Hege requests a motion to take agenda out of order to place members of the public first- Bissonnette moves, Frisk seconds, carried by those present

7. **Members of the Public:**
 - a. Fire Dept / Glen Beattie – proposal for a used fire truck pumper that will fit in current station. Purchase would be used to bridge the gap between building a new fire station capable of housing a standard sized pumper or ordering a new custom built truck now. Funds appropriated for FY 2020 pumper reserve to be used to make purchase. Bissonnette moves to purchase used pumper truck, not to exceed \$10,000.00 (ten thousand) dollars from Dummerston Fire Department, Frisk seconds, carried by those present
 - b. Feasibility Study for new fire station is underway, TVFD is reaching out to public, select board, planning commission to join in planning meetings. Meeting schedule is to be determined.
4. **Warrants:** Mansfield moves to pay warrant #s 1, 2, 3, 4, 5, 6, 7, Frisk seconds, carried by those present. Warrant #8, Bissonnette moves to amend to \$10,261.51, Frisk seconds, carried by those present

WARRANTS

#1	Payroll	\$11,320.94
#2	Payroll Taxes	\$4,575.20
#3	General Fund #1	\$10,933.16

#4	General Fund #2	\$238.66
#5	General Fund #3	\$620,098.12
#6	General Fund #4	\$751.80
#7	Highway #1	\$3,090.58
#8	Equipment	\$10,303.51
	Total	\$661,311.97

5. Reports:

Highway: Frisk reports grader out daily when not raining, culverts being cleaned, hazardous trees removed, and cleaning up brush

Town Clerk: Counter Report

Town Treasurer: Hege read account balances on behalf of the Treasurer \$1,364,097.12 in the Sweep Acct, \$29,892.96 in the Checking Acct

6. Correspondence:

a. Marquise and Morano – Board received a certified letter from M Marquise containing new ANR form requirement that notifies adjacent landowners when wastewater systems ‘overshadow’ property lines. A house is being built whose system overshadows the town property at the old dump site.

8. Old Business:

a. Bid opening for bridge 43 engineering study: A single bid by Beck Engineering for \$11,500.00, was opened by Hege. Mansfield moves to accept bid from Beck Engineering in the amount of \$11,500.00, Bissonnette seconds, carried by those present

b. Appointments – none

c. Revised library request for Common use, requests Town Hall space on July 26th @ 6:30PM instead of Common – Bissonnette moves to accept revision, Mansfield seconds, carried by those present.

9. New Business:

a. RFP for gravel crushing, not to exceed \$35,000, Bissonnette moves, Frisk seconds, carried by those present

b. Law Enforcement Contract: FY20 Vermont State Police for \$20,000.00, Bissonnette moves, Frisk seconds, carried by those present

c. Roadside Mowing – HP Fairfield, Roadside Mower @ \$3200 per week, open last week August and 3 weeks in September. Bissonnette moves to rent equipment for \$3,200 per week, 3 weeks, Frisk seconds, carried by those present.

d. Personnel Policy Revision –Highway personnel request amending current policy to maintain the work hours of 6:30am until 2:30pm throughout the entire year, Bissonnette moves, Mansfield seconds, carried by those present,

Sick Leave vs PTO – Bissonette moves to clarify current policy to state employee's sick time (40 hours per year) can be taken in hourly increments, Mansfield seconds, Frisk abstains, carried by others present

e. Community Hope and Action requests the use of Town Hall, up and downstairs space from 4-9pm on these dates: 9/21/2019, 10/19/2019, 11/16/2019, 1/18/2020, 2/15/2020, 3/21/2020, 4/18/2020, 6/20/2020, with the fee waived, Bissonette moves to approve all requested dates with a suggested donation of \$50 per event, Frisk seconds, Mansfield abstains, carried by others present

f. Reappointment of Town Forest Fire Warden – Roger Brown for 5 years, until June 2024, Bissonette moves, Frisk seconds, carried by those present

g. Warren Beattie, constable, Warrant for Dog Licensing Delinquencies – Bissonette moves, Frisk seconds, carried by those present. Warrant will be given to constable to pursue owners of unlicensed dogs.

h. Windham County Humane Society Contract – to shelter animals that are picked up as strays, or are temporarily displaced. Annual contract -\$350. Bissonette moves, Frisk seconds, carried by those present

i. Grace Cottage requesting use of the Common for setting up for Fair Day the week prior to event, July 26th through August 4th, \$50 fee per day for set up and break down prepaid. Bissonette moves to accept request, Frisk seconds, Mansfield abstains, carried by others present

j. No appeal or suit pending certificate for 2019 Grand List - document certifying no outstanding appeals or suits pending, Bissonette moves to sign certificate, Frisk seconds, carried by those present

10. Executive Session: N/A

11. Other Business:

12. Meetings: June 25th @ 6:30

13. Adjournment: Frisk moves to adjourn at 7:41, Bissonette seconds, carried by those present