

Townshend Select Board Meeting

Minutes

approved July 9 2019

June 25th, 2019 @ 6:30 p.m.

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

In Attendance: Joeseph Daigneault, Karla Lumbrá, Em Richards (BCTV)

- 1. Call to Order:** Hege called at 6:30 p.m.
- 2. Approval of Minutes:** Bissonnette moves to approve the minutes for June 11th, 2019, Frisk seconds, carried by those present
- 3. Additions and Deletions:** Vandalism of the fountain
- 4. Warrants:** Wright moves to pay warrants #1,2,3,4,5,6,7,8, Frisk seconds, carried by those present.

#1	Payroll	\$12,455.68
#2	Payroll Taxes	\$4,970.65
#3	General Fund #1	\$8,790.52
#4	Highway #1	\$876.10
#5	Equipment	\$1,700.37
#6	General #4 FY 20 Approp Funds for FD Pumper Truck	\$9,305.00
#7	General Fund #3 FY 20	\$28,243.72
#8	Highway #2 FY 20	\$10,704.44
	Total	\$77,046.48

5. Reports:

Highway: Damage to fountain- unsupervised children are beating the fountain with baseball bats and clogging the pump feed tubes. Vandalism has been ongoing for 4 weeks. Suggestion as made to purchase a game camera, Bissonnette motions to purchase game camera, Frisk seconds, carried by those present.. Camera will be installed on the Common by the Highway Dept

The crew replaced a 20 inch culvert on Back Windham Rd that had collapsed. Frisk reported that they cannot do further work on Back Windham Road until current logging project is completed. They continue culvert work throughout town as necessary.

a. Reserve \$50,000 of unspent equipment funds for purchase of new dump truck. Bissonette moves to reserve \$50,000 in funds, Frisk seconds, carried by those present.

The board discussed funding for new dump truck. The town received approval of a loan from State of VT. 1st payment due June 30, 2020 of \$24,200 will need to be factored into the amount to be raised in taxes this year.

Town Clerk: No report

Town Treasurer: \$720,596.88 in the Sweep Acct, \$30,000.00 in the Checking Acct

a. **a. Promissory note-** Bissonette moves to accept promissory note from State of VT for \$110,000 at 2% interest rate for the purchase of a new 2020 Western Star dump truck. Repayment Schedule:

1. June 30 2020 sum of \$24,200
2. June 30 2021 sum of \$23,760
3. June 30 2022 sum of \$23,320
4. June 30 2023 sum of \$22,880
5. June 30 2024 sum of \$22,440

Frisk seconded, carried by those present (Frisk notes truck will be delivered end October)

b. Library owes the Town General Fund \$8,041.12 in reimbursement. Bissonette moves to instruct the Treasurer to move \$8,041.12 to the General Fund, Frisk seconds, carried by those present

6. Correspondence:

a. Grace Cottage Thank You to the Town of Townshend for use of the Common for the 5K run.

7. Members of the Public: None Present

8. Old Business:

a. Appointments

~ Roger Brown for Forest Fire Warden, 5 year term, signed and sent to state, Bissonette, Wright seconds, carried by those present

~ Barbara Bedortha for Howard Legacy for 2020, Bissonette moves, Frisk seconds, carried by those present

~ Elizabeth Martin for Planning Commission for term until 2024, Bissonette moves, Frisk seconds, carried by those present. Discussion ensued about the term length of the open position. Bissonette makes a motion to amend the term to 3 years, until 2022, Frisk seconds, amended term carried by those present

b. Revised Personnel Policy – The Board discussed the proposed changes to the Personnel Policy and noted an error in the starting time for the Highway crew. The posted policy listed the work day as 6:30AM to 2:30

PM. It was noted that the crew begins work at 6:00 AM. This error was corrected and the policy is again posted for 30 days of public comment.

c. FD used pumper truck update – The Townshend Fire Department has agreed to purchase a used pumper from West Dummerston Fire Department for \$9,305. Frisk will coordinate with the Fire Department to make room at the Town garage to park the brush truck which will make room for newly purchased pumper truck in the station.

9. New Business:

a. Equipment Reserve Fund – redundant agenda item

b. Opening gravel crushing bids – no formal bids received at this time, Wright motions to leave bids open until next meeting, Bissonette seconds, carried by those present. A suggestion was made that previous vendors should be called to ask about any interest in performing this service for the Town.

c. RFP Library Paving – Budgeted an amount of \$25,000 for FY20. Frisk will work up RFP this week and send out to potential contractors. Bid deadline will be set as July 22, 2019

d. Purchase and Sales agreement for new dump truck - Bissonette moves to accept a Purchase and Sales Agreement of \$169,918 with Patriot Freightliner for the purchase of a new 2020 Western Star dump truck, Frisk seconds, carried by those present.

e. Valley Cares requests use of the Common on July 27th for a music concert. There is a potential conflict as Grace Cottage has been given permission to set up one week prior to Fair Day which will overlap with the proposed concert. Bissonette moves to approve the request under the condition that Grace Cottage can work within that space at the same time, at the regular Common use fee of \$100, Frisk seconds, carried by those present

10. Executive Session: Bissonette moves to go into executive session under 1 V.S.A. 313 (a)(3) to discuss the evaluation of employees. Mansfield seconds and motion is carried by those present.

11. Other Business:

12. Meetings: July 9th @ 6:30

~ WRMUED informational meeting July 9th @ 7PM at Leland and Gray discussing the Australian Ballot vote for Windham

13. Adjournment: The Board returned from executive session at 7:36 PM. There was no public resolution of the personnel evaluations. The Board adjourned at 7:38 PM by unanimous consent.