



TOWN OF TOWNSHEND

Selectboard

PO Box 121 Townshend, Vermont 05353

Selectboard Meeting Agenda

November 28, 2023 6:00 PM

Townshend Town Hall

Approved: 12/12/23

Present: Sherwood Lake, Rob Wright, Katie Marrow, Rob Swiger, Haley Felker.

In Attendance: Austin Rice - BCTV Tech, Connie Holt - Select Board Assistant.

1. **Meeting Call to Order:** Lake calls the mtg to order at 6:00pm
2. **Approval of Minutes:** Marrow makes a motion to approve the November 14, 2023 regular Selectboard meeting minutes. Wright seconds the motion. Motion carries 5-0-0.
3. **Additions and Deletions:** Lake announces additions to the agenda.
 - a. New Business (9a): Road Name
4. **Members of the Public:** None
5. **Correspondence:** None
6. **Warrants:** Marrow makes a motion to pay warrants 1 - 8.

1. Payroll;	\$12,120.67
2. Payroll Taxes:	\$3,321.09
3. General Fund:	\$539.12
4. General Fund	\$14,197.56
5. Highway:	\$5,443.16
6. Highway equipment:	\$30,510.51
7. Highway Equipment:	\$413.06
Total: \$66,545.17	

Swiger seconds the motion. Motion carries 5-0-0.
7. **Reports:**
 1. **Highway:** Zumbruski gives the report.
 - a. Windham Hill Road guardrail: we have received a quote to repair the guardrail. The Selectboard has a copy of the quote. They can do the work Friday, so Zumbruski scheduled them to do the work. Wright makes a motion to accept the bid from Vermont Recreational Surfacing, not to exceed the price of \$4,221.00, and to

include the number of posts they will use, not to exceeding \$30.00 per post.. Marrow seconds the motion. Motion carries 5-0-0.

Wright then suggests that we include the Town's road crew labor on Windham Hill Road repairs and submit both to our insurance provider. Lake agrees.

b. West Hill Road: GMP started laying down gravel on the road today. It is smoother than it was. Tomorrow they will be going all day on the road. They said they will continue that until it is done.

c. We are into winter maintenance at this point.

d. Trash Compactor fire: Zumbruski reports that the block heater plastic T over heated and making steam. The T has been replaced and fixed.

e. GMP: Wright clarifies that they will need another two weeks for the electrical work.

2. **Treasurer:** Lake gives the report;

M&T Municipal Investment Fund balance is: \$1,702,053.83

M&T Checking balance is: \$30,000.00

The General Fund true balance after warrants is: \$983,659.27

3. **Town Clerk:** Lake gives the report. The Town Clerk has taken is \$1984.50 in fees and services.

4. **Chair:**

a. Sullivan & Powers Town Audit: Lake states that the most recent audit results are in. Lake states that he would like to deal with trash bag reconciliation. There is a discussion on how to set up a reconciliation procedure.

b. Radar Speed Signs: Lake states that he is working with state senator Nader Hasim on the need for speed cameras. Marrow reads the email from Senator Hasim. Lake recommends that any resident interested in speed cameras should email Senator Hasim, because he is looking for support in the matter. Wright suggests that other Select Board from other towns contact Senator Hasim.

8. **Old Business:**

a. Common Use Request: Pumpkin Festival: Lake states that he has a problem with the request because, it is not on the approved form. Marrow and Holt clarify the issue in front of the Board is the certificate of insurance. Lake makes a motion that the Board reject this form and request until the approved form is filled out and the certificate of insurance is provided with the form. Wright seconds the motion and requests a discussion. Wright makes a motion to amend the motion to reserve 10/19/24 for the Pumpkin Festival. Swiger seconds the amendment. Motion with amendment is approved 5-0-0.

b. E. Martin Tax Penalty waiver request: Lake states that this particular issue is not something that the Select Board would take up. She needs to take this to the Board of Civil Authority. Board instructs Holt to send Liza Martin a letter informing her of the Select Board response.

c. Stone Arch Bridge Project MOU: Holt gives an update on the MOU regarding the Stone Arch Bridge project. Wright makes a motion to accept the MOU for the West Townshend Stone Arch Bridge Preservation Project. Marrow seconds the motion. Motion carries 5-0-0. The Board authorizes the Chair to sign the MOU.

9. **New Business:**

a. Road Name: E911 is requesting a road name on Peaked Mountain Road. Wright suggests that we take this up at the next Select Board meeting incase anyone wants to chime in. Marrow agrees. The Board agrees to to table the issue until the 12/23/23 meeting.

10. **Executive Session: VSA 313(b) - personnel:** Lake announces that there will not be a report back from the executive session.

11. **Adjournment:** Swiger makes a motion to end the general meeting and move into executive session. Wright seconds the motion. Motion carries 5-0-0. Meeting is adjourned at 6:52pm.

12. **Next Regularly Scheduled Meeting:** Tuesday, December 12, 2023 at 6:00pm