



TOWN OF TOWNSHEND

Selectboard

PO Box 121 Townshend, Vermont 05353

Selectboard Meeting Agenda

September 12, 2023 6:00 PM

Townshend Town Hall

Approved: 9/26/23

Present: Sherwood Lake, Rob Wright, Katie Marrow, Rob Swiger, Phoebe Connolly

In Attendance: Galen Robinson - BCTV Tech, Connie Holt - SB Assistant

1. **Meeting Call to Order:** Lake calls the meeting to order at 6:00pm.
2. **Approval of Minutes:** Marrow makes a motion to approve the August 22, 2023 regular Selectboard meeting minutes. Wright seconds the motion. Motion carries 5-0-0.
3. **Additions and Deletions:** Lake runs through the additions to the agenda
 - a. New Business (9d): Hiring Terms for Steven Frisk
 - b. New Business (9e): Approval to apply for Town Planning Grant
 - c. New Business (9f): Commons Us Request

Lake announces that he will take the agenda out of order.

New Business:

a. Salt and Sand Contracts:

Sand Contract: Wright asks that we get a commit from Zaluzny for 4,000 yards. Wright makes a motion to approve Zaluzny's quote of \$26.00 per cubic yard with a commitment for 4000 cubic yards. Marrow seconds the motion. Motion carries 5-0-0.

Salt Contract: Lake reads the quote. Connolly asks how many tons of salt was used last year. She requests that we check to see.

Wright makes a motion to accept the bids from Cargill not to exceed \$86.00 per ton accepting the 450 tons but to have the contract reflect the tons that we used last year. Marrow seconds the motion. Motion carries 5-0-0.

b. Planning Commission recommendation for a generator: Lake reads the request of the planning commission. Lake requests that the planning commission make a proposal including costs. Evans said they will work on that.

c. Decision on opening a line of credit: Lake suggests tabling this issue until we figure out what we need to cover the storm damages. The Selectboard agree.

d. Hiring Terms for Steven Frisk: Lake reads the proposed terms for hiring Steve Frisk to work on the FEMA project. Wright makes a motion to hire Steve Frisk to work on the FEMA project. Swiger seconds the motion. Motion carries 5-0-0.

e. Approval to apply for Town Planning Grant: John Evans states that it is time to come up with a new town plan. There is a grant that will help pay for a consultant to

put together the plan. Wright makes a motion to authorize the Planning Commission, with John Evans as the commissioner, to apply for the municipal planning grant. Marrow seconds the motion, Motion carries 5-0-0. Swiger makes a motion to amend the motion of Wright appoint Lake and Marrow chief executive officers and Mike McConnell as the grant administrator of the grant. Connolly seconds the motion. Motion carries 5-0-0.

f. Commons Use Request: Lake reads the Boys Scout Common Use request. Wright makes a motion to allow the West Wardsboro Boys Scouts request to use the Commons from 2:30 - 5:30n on September 24th. Marrow seconds the motion. Wright includes waiving the fee and have Sherwood sign the form on behalf of the Board. Motion carries 5-0-0.

4. Members of the Public:

1. Lee Petty states that there are a number of people in the audience that are here for the Stone Arch Bridge bid opening tonight. Lake asks Marrow to accept the Stone Arch Bridge bids. Marrow accepts the bid for the West Townshend Stone Arch Bridge Preservation Project. She states that bid will not be read, but accepted and given to the Project Supervisory committee. The Project Supervisory Committee will meet to review the bid and make a recommendation at the Selectboard on 9/26/23. On 9/26/23 The Selectboard will hear the recommendation from the Supervisory Committee and vote on a contractor for the project. Marrow states that the bid received is from Standing Stone based in Chester, Vermont. John Evans ask if the Selectboard is required to accept this bid. Wright clarifies that the Selectboard is receiving the bid and passing it onto the Committee who will then come back to the Selectboard for them to accept or not accept. Wright makes a motion to receive the bid. Swiger seconds the motion. Motion carries 5-0-0.

2. Fran Frawley road issue: The Selectboard discusses the status of Frawley's request. Wright and Irv Still discuss the issue of the right of way for the town. Wright clarifies that it is a metal culvert which means it is the original culvert from when the road was built in the 1970's or 1980's or at least more than 10 years ago. Wright clarifies that it is a town culvert that goes under the road and daylights on their property. The water comes down the lower side of the road, exits the Culvert runs down the hill and blocks up. Instead of going down the swill it is supposed to go down there are leaves and debris in it so it spreads out and creates wash out on the upper part of her property. Because it is out of the town's right of way it is not the town's responsibility. Zumbruski states that it is not something that the Town created. He says that he has been up there and there is a swill that used to divert the water but over the years the swill on her property has filled up and no longer diverts the water. So the water is spreading out over her property. Selectboard decides that Holt will respond to her outreach.

5. Correspondence:

a. Letter from Health Care & Rehabilitation Services of S. VT: Lake reads the letter of thanks for the town's social service donation.

b. Notice from Valley Cares regarding a fundraising walk: Lake reads the correspondence incoming the public of the fundraising walk from 10 - noon on September 16th. Wright believes they need to have traffic control if they are walking on Rt 35 or Rt 30.

6. **Warrants:** Marrow makes a motion to pay warrants 1 - 11.

1) Payroll (8/27):	\$12,242.58
2) Payroll Taxes (8/27):	\$5,433.81
3) Payroll (9/10):	\$13,122.81
4) Payroll Taxes (9/10):	\$5,340.16
5) General:	\$602.84
6) General:	\$15.99
7) General:	\$194.58
8) General:	\$38,412.68
9) Highway:	\$10.50
10) Highway:	\$58,061.91
11) Highway Equipment:	\$14,695.21
TOTAL:	\$148,133.07

Wright seconds the motion. Motion carries 5-0-0.

7. **Reports:**

1. **Highway:** Zumbruski and Roberts give the report. Roberts reports that the road crew is grading if weather permits. Finishing up FEMA damage. Zumbruski and Reynolds have been cleaning culverts. Zumbruski reports there are 30 - 32 culverts that have failed or are failing.

Irv Stoll raises his concern about the road work being down on State Forest Road. The Selectboard said they will look into it with GMP.

2. **Treasurer:** Lake gives the report. The true balance in the General Fund is \$1,653,887.00. M&T municipal investment fund is \$2,405,135.05 and there is \$30,000.00 in the checking fund.

3. **Town Clerk:** Lake gives the report. The Town Clerk took in \$922.00 in fees and services.

4. **Chair:** No report

8. **Old Business:** See above

a. Open bids for the West Townshend Stone Arch Bridge Preservation Project (see above).

b. Fran Frawley's continued request to repair to road. (See above).

9. **New Business:** See Above

10. **Executive Session: VSA 313(b)** - personnel. Connolly makes a motion to go into executive session. Wright seconds the motion. Motion carries 5-0-0. The meeting is moved to executive session at 7:20pm.

Selectboard returns from executive session at 8:57pm. Lake announces that the Selectboard have hired Jeremy Zumbruski as the new Road Foreman effective today.

Swiger makes a motion to adjourn. Wright seconds the motion. Motion carries 5-0-0. The meeting is adjourned at 8:58pm

11. **Next Regularly Scheduled Meeting: Tuesday, September 26, 2023 at 6:00pm**