



# TOWN OF TOWNSHEND

Selectboard  
PO Box 121 Townshend, Vermont 05353

## Selectboard Meeting Agenda January 11, 2023 6:00 PM Townshend Town Hall Approved: 1/23/24

**Present:** Sherwood Lake, Rob Wright, Katie Marrow, Haley Felker

**Not Present:** Rob Swiger

**In Attendance:** Galen Robinson - BCTV, Connie Holt - Selectboard Assistant

1. **Meeting Call to Order:** Lake calls the meeting to order at 6:00pm
2. **Approval of Minutes:** Wright makes a motion to approve the December 26, 2023 regular Selectboard meeting minutes. Marrow seconds the motion. Motion carries 4-0-0.
3. **Additions and Deletions:** None
4. **Members of the Public:** None
5. **Correspondence:** None
6. **Warrants:** Marrow makes a motion to pay warrants 1 - 6

Payroll:	\$12,162.06
Payroll Taxes:	\$3,438.56
General Fund:	\$362.85
General Fund:	\$6,341.04
Highway:	\$16,787.89
Highway Equipment:	\$5,889.06
TOTAL:	\$44,981.46

Wright seconds the motion. Motion carries 4-0-0.

### 7. **Reports:**

1. **Highway:** The road crew is doing winter road maintenance. The January 17th storm took out a good section of Back Windham Road, but it has been repaired at this point. I am waiting to hear back from the state to see if we can get some state aid for the repairs. The new guys are doing well so far this winter.

2. **Treasurer:** Lake gives the report. Late reports that there is;  
Municipal Investment Fund has \$815,674.16  
Checking Account has \$30,000.00

There is no General Fund True Balance report tonight.

3. **Town Clerk:** Lake gives the report. The clerk took in \$341.30 in fees and services.

4. **Chair:** No report.

8. **Old Business:**

a. **Approve the contract for the Stone Arch Bridge:** Holt gives background information on what the Select Board needs to decide on the Stone Arch Bridge restoration Project. She states that the Selectboard needs to decide on the contract by the end of January and needs to determine a cost figure for the parapets and drainage for the highway budget. Zumbuski states that in terms of paving, that section of Back Windham Road is in pretty bad shape and would need to be paved regardless of the project. Brian Post of Standing Stone LLC confirms that the cost of the railings depends on the design. There is a discussion on the design of the railings including design, materials, and costs. Zumbuski states that he has reviewed the MOU's on the drainage and railings and is happy with both designs. Post states that he recommends that the Selectboard and he finalize the contract and separate out the railings part of the project. He can restore the bridge while the Town and the Historical Society decide on the railing design. The discussion moves to the drainage MOU. Holt recommends that the Select Board decide on the drainage MOU tonight, finalizes the contract at the next Select Board meeting, and continues to work on the design of the railings. Lake asks for a description of historical mortar. Post gives a detailed description. Wright asks for a clearer description of the drainage system. Post gives a detailed description. Wright requests that Post present a more detailed specification of the drainage system. The Board decides to finalize the contract, including the drainage system, at the 1/23/24 Select Board meeting.

b. **Approve draft budget:** Lake explains the process of the Budget Committee. Wages and Salaries are being proposed to be raised 3.2%. Marrow points out that the insurance is going up by 14%. Wright asks a question about the Constable budget. Marrow explains that the insurance costs were moved to the Selectboard budget. John Evans, for the Planning Commission, discusses the budget request of the Town Plan. The Select Board decides that the issue of creating a capital fund for highway equipment be introduced as a special article at Town Meeting. There is a discussion on the railings design cost of the highway budget. Wright recommends that the Board does not include an engineering cost in the railings. Marrow makes a motion to accept the Budget Committee's budget recommendation for a General Fund Budget of \$606,510.00 and a Highway Budget of \$948,802.00. Felker seconds the motion. Motion carries 3-0-1.

c. **L. Martin's request to waive the tax penalty:** Lake tables the issue until the next meeting.

d. **Susan LeCours appointment to Valley Cares:** Lake states that Lecour is willing to stay on until Town Meeting.

9. **New Business:**

a. Town Hall Use request: Samantha Palmer for a birthday party. Wright makes motion to approve the request for the use of Town Hall Saturday March 16, 2024 and to waive the fee. Felker seconds the motion. Marrow raises the issue of maximum capacity. Motion carries 4-0-0. The Board decides to have the Chair sign on behalf of the Board.

10. **Executive Session:**

11. **Next Regularly Scheduled Meeting: Tuesday, January 23, 2023 at 6:00pm**

12. **Adjournment:** Marrow makes a motion to adjourn. Felker seconds the motion. Motion carries 4-0-0. Meeting is adjourned at 8:08pm.