



TOWN OF TOWNSHEND

Selectboard

PO Box 223 Townshend, Vermont 05353

Selectboard Meeting Agenda

October 8, 2024 6:00 PM

Townshend Town Hall

Approved:10/22/24

Present: Allie Evans, Nick Suarez, Kate Jansek, Katie Marrow, Sherwood Lake (via ZOOM).

In Attendance: Brian Guerrino – BCTV, Connie Holt – SB Attendant, Jeremy Zumbruski – Road Foreman

1. **Meeting Call to Order:** Evans calls the meeting to order at 6:00pm
2. **Approval of Minutes:** Marrow makes a motion to approve the September 24, 2024 regular Selectboard meeting minutes. Suarez seconds the motion. Motion carries 4-0-1.
3. **Additions and Deletions:** Evans reads the additions to the addition.
 - a. New Business (9d): Town Hall Use request – Festival of Trees and Craft Fair
 - b. New Business (9e): Town Hall Use request – GCH Public Forum
4. **Members of the Public:**
 - a. Evans makes a motion to move the SeVeds presentation up to MOP. Suarez seconds the motion. Motion carries 4-0-1. Jack Spanierman from SeVeds gives the annual report and funding request. Spanierman reports on the work of SeVeds and requests annual donation. Evans asks if SeVeds is a non-profit and where the funding comes from. Spanierman replies that they are a non-profit and there are various funding sources including grants. He also reports that the annual meeting is next Thursday. Evans asks to be provided with what work SeVeds does with Townshend and its residents. Spanierman requests a donation of \$3,873.00.
 - b. Laura Richardson raises two issues with the Board;
 - i. Trash Attendant: Evans states that it will be discussed in the highway report.
 - ii. Recycling: She reports that during her time filling in as an attendant, she noticed that people are not following the recycling guidelines.
 - iii. She raises a concern about the attendant of the 5th Selectboard member. Evans points out that the 5th member is attending via ZOOM.
5. **Correspondence:** None
6. **Warrants:** Jansek makes a motion to pay warrants 1 – 8.

Payroll:	\$13,936.55
Payroll Taxes:	\$5,970.73
General Fund:	\$700.67
General Fund:	\$14,842.27
General Fund:	\$202.70
Highway (including FEMA):	\$34,627.11
Highway Equipment:	\$2,506.75
Gazebo:	\$53.34
Total:	72,840.12

Suarez seconds the motion. Motion carries 4-0-1.

7. **Reports:**

a. **Highway:** Jeremy Zumbruski gives the report. He reports that the road crew is finishing up summer work and getting ready for winter. The two VTrans grants work has been completed. Regarding the Trash Attendant position, he reports that there is coverage for the Thursday and Saturday shifts, but not on Tuesday. He has been finding fill-ins and when there are no fill-ins one of the road will adjust their hours to stay late on Tuesday. Evans raises the options of 1. Decreasing the operational day to Thursday and Saturday, 2. Post for a Tuesday shift, or 3. post for a 3 day a week position. Marrow makes a motion to direct Connie to post for a Trash Attendant fill-ins position. Suarez seconds the motion. Motion carries 4-0-1.

Zumbruski reports that the projected completion date for the Stone Arch Bridge is 10/22/24. Holt reports that there will be a bridge opening event on Sunday, 11/3/24.

b. **Treasurer:** Evans reads the treasurer's report. The treasurer reports that the auditor's report has been finalized and she is waiting for the bound copy. There is a discussion on the treasurer's request to combine the 200 and 300 budget categories. The Board directs Holt to ask the Treasurer how much NEMRC charges for the adjustment and to discuss this further at the 10/22/24 board meeting. Holt brings to the attention of the Board that the reconciled report doesn't reflect the final \$50,000 Stone Arch Bridge payment to the Townshend Historical Society.

c. **Town Clerk:** Evans gives the report. She reports that the Clerk took in \$773.00 in fees and services.

d. **Chair:**

i. Taft Meadows brush hogging update: Evans reports that Jim Crozier has walked the meadow with Ben and will work with him to brush hog the field. That should happen in a couple of weeks.

ii. Budget Process: Evans discusses with the Board that budget season is upon us and in the past the Board has invited individuals to participate in the process. She would like the Board to think about who the Board would like to invite to join the budget committee(s).

8. **Old Business:**

a. **Truck 3 repair:** There is a discussion of Zumbruski's proposal to do the body repairs and where the funding will come from. Zumbruski reports that the mechanic informed him today that there is also a tank issue that will require replacing the tank. Marrow makes a motion to do the Truck 3 body repair and tank repair in an amount that does not exceed \$31,000.00. Suarez seconds the motion. Zumbruski confirms that mechanic is the only one in the area that sells and services Tenco bodies. He also states that the repair quote was only an estimate, and he has not received the estimate for the tank repair. Marrow amends her motion to do the body work and tank replacement in an amount not to exceed \$35,000.00. Suarez seconds the amendment. The motion carries 4-0-1.

9. **New Business:**

a. **SeVeds representative:** see above

b. **Combining the budget funds 200 and 300:** see above

c. **Winter sand bids:** Jansak reads the winter sand bids. Zaluzny bids \$26.45 per cubic yard, Derrige bids \$25.85 cubic yard, and Mitchell bids \$27.95 cubic yard. Marrow makes a motion to approve the Derrige bid at \$25.85 cubic yard. Suarez seconds the motion. Motion carries 4-0-1.

d. **Town Hall Use request:** Festival of Trees & Xmas Craft Fair. Marrow makes a motion to approve the Library's town hall use request for the Holiday Festival for the downstairs Craft Fair and the upstairs Festival of Trees on December 8, 2024 with the trees remaining up longer and to waive the fee and to authorize Evans to sign on behalf of the Board. Suarez seconds the motion. Motion carries 4-0-1.

e. **Town Hall Use request:** Grace Cottage Hospital Public Forum. Marrow makes a motion to approve the Grace Cottage Hospital town hall use request for their public forum on October 24, 2024, and to not waive the fee and to authorize Evans to sign on behalf of the Board. Suarez seconds the motion. Motion carries 4-0-1.

10. **Executive Session:** N/A

11. **Next Regularly Scheduled Meeting:** Tuesday, October 22, 2024, at 6:00pm

12. **Adjournment:** Suarez makes a motion to adjourn. Marrow seconds the motion. Motion carries 4-0-1. The meeting is adjourned at 7:05pm.