



# TOWN OF TOWNSHEND

Selectboard

PO Box 223 Townshend, Vermont 05353

## Selectboard Meeting Agenda

December 10, 2024 6:00 PM

Townshend Town Hall

Approved: 12/19/24

**Present:** Allie Evans, Nick Suarez, Sherwood Lake, Katie Marrow (via ZOOM)

**Not Present:** Kate Jansak

**In Attendance:** Jack Alboher – BCTV, Connie Holt – SB Assistant

1. **Meeting Call to Order:** Evans calls the meeting to order at 6:02pm
2. **Approval of Minutes:** Lake makes a motion to approve the 11/12/24 Selectboard meeting minutes. Suarez seconds the motion. Motion carries 3-0-0.
3. **Additions and Deletions:** Evans reads through the additions to the agenda.
  - a. New Business (9e): Grace Cottage Act 250 Impact Questionnaire
  - b. New Business (9f): Cargill Salt Contract
  - c. New Business (9g): WRC Contract for erosion inventory
  - d. New Business (9h): Town Hall Use request – Vol Income Tax Assistance
  - e. New Business (9i): Town Hall Use request – L&G theater rehearsals
4. **Members of the Public:** None
5. **Correspondence:** None
6. **Warrants:** Suarez makes a motion to approve the 11/26/24 warrants. Lake seconds the motion. Motion carries 4-0-0.

11/26/24 Warrants:

Payroll: \$13,534.88

Payroll Taxes: \$6,150.61

General Fund: \$6,956.79

Highway: \$9,345.34

Highway Equipment: \$00.00

|                    |                    |
|--------------------|--------------------|
| Planning:          | \$4,700.00         |
| Stone Arch Bridge: | <u>\$60,500.00</u> |
| TOTAL:             | \$101,187.62       |

12/10/24 Warrants: Suarez makes a motion to approve the 12/10/24 warrants. Lake seconds the motion. Motion carries 4-0-0.

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|--------------------|--------------------|
| Payroll:           | \$14,358.89        |
| Payroll Taxes:     | --                 |
| General Fund:      | \$6,385.89         |
| Highway Equipment: | <u>\$96,668.29</u> |
| TOTAL:             | \$117,412.71       |

Education (information purpose only) - \$759,310.01

7. **Reports:**

1. **Highway:** Zumbruski reports that the road crew is in full winter mode.

2. **Treasurer:** Evans reads the Treasurer's report and reports that there is \$1,627,462.38 in the General Fund prior to paying the warrants. There is \$30,000.00 in the Sweep Account. In addition, the Treasurer reports that she is working with NEMRC to make accounting changes to the program. Taxes for quarter 2 were collected in November. She has rolled over the CD's. She requests a meeting with the Selectboard to discuss the finance office proposed budget.

3. **Town Clerk:** Evans reports that the Clerk took in \$569.00 in fees and services.

4. **Chair:**

a. Warrants discussion: Evans report that she is working on improving the timeline for warrants to be completed to allow the Selectboard to review the warrants prior to voting on them and signing them.

b. Schedule for next selectboard meeting: Evans asks the Board if they would like to change the date of the next December meeting since it falls on Christmas Eve. Suarez makes a motion o change the meeting date to 12/19/24 at 6pm. Lake seconds the motion. The motion carries 3-0-1.

8. **Old Business:**

9. **New Business:**

a. **Grace Cottage Act 250 Impact Questionnaire:** Suarez makes a motion to have the Selectboard Chair sign the Act250 Municipal Impact Questionnaire. Lake seconds the motion. There is a discussion regarding the meaning of the questionnaire. The motion fails 0-4-0. Lake

makes a motion to table the Act250 Municipal Impact Questionnaire. Suarez seconds the motion. Motion carries 3-0-1.

b. **Tree Removal bids:** Suarez reads the bids for tree cutting at the library and one of the cemeteries. Savatree/Carr submits a bid for \$7,450.00 and Arbor Cares submits a bid for \$3,500.00. Lake makes a motion to engage Arbor Cares in an amount not to exceed \$3,500.00 for cutting the specified trees. Surez seconds the motion. Motion carries 3-0-1.

c. **Logging Town Pit bids:** There are no bids to read. Zumbruski reports that the town will need to re-do the RFP.

d. **Trash Proposal:** Holt reads through the summary from the Trash Committee regarding trash collection in town. Evans states that this proposal is for the Selectboard to review and discuss; there will be not vote on it tonight. Marrow states that there will be a pre-town informational meeting in February at which Trash and other Town Meeting items will be discussed.

e. **Proposed Budget for Fiscal year 2026:** Evans leads a discussion of the General Fund Committee's draft proposal for a Fiscal Year 2026 town budget. Evans reiterates that this is a draft proposal to be discussed; there will be no vote on it at this meeting. Glen Beattie, Fire Chief, answers questions from the selectboard regarding the Fire Dept. proposed budget. Andy Snelling, Planning Commission, answers questions form the selectboard regarding the Planning Commission's proposed budget. Marilee Attley, Library Trustees, answers questions regarding the Library's proposed budget.

f. **Cargill Salt Contract:** Lake makes a motion to have the Selectboard Chair sign the Cargill contract. Suarez seconds the motion. Motion carries 3-0-0.

g. **WRC Contract for erosion inventory:** Suarez makes a motion to authorize Evans to sign the Windham Regional Commission. Lake seconds the motion. Motion carries 3-0-1

h. **Town Hall Use request – Vol Income Tax Assistance:** Suarez makes a motion to approve the Town Hall Use request for the Tax Assistance events. Lake seconds the motion. Motion carries 3-0-1.

i. **Town Hall Use request – L&G theater rehearsals:** Lake makes a motion to approve the Leland & Gray Players town hall use request for rehearsals and to waive the fee. Suarez seconds the motion. Evans raises the issue of heat. Marrow state that lowering the curtains will help with heat. Motion carries 3-0-1.

10. **Executive Session:** 1 VSA.313(c)

11. **Next Regularly Scheduled Meeting:** Tuesday, December 19, 2024 at 6:00pm

12. **Adjournment:** Evans makes a motion to go into executive session and to invite Holt and Zumbruski. Suarez seconds the motion. Motion carries 4-0-0. Meeting is adjourned and moved into Executive Session at 8:18pm.

