



TOWN OF TOWNSHEND
Selectboard
PO Box 121 Townshend, Vermont 05353

Selectboard Meeting Minutes
February 27, 2023 6:00 PM
Townshend Town Hall
Approved: Passed Over on 3/11/24

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

In Attendance: Galen Robinson - BCTV, Connie Holt - Select Board Assistant

1. **Meeting Call to Order:** Lake calls the meeting to order at 6:02pm
2. **Approval of Minutes:** Marrow makes a motion to approve the February 13, 2023 regular Selectboard meeting minutes. Wright seconds the motion. Motion carries 5-0-0.
3. **Additions and Deletions:** Lake reads through the additions to the agenda.
 - a. Old Business (8a): Stone Arch Bridge Restoration Project - parapets and railings.
 - b. Old Business (8b): Stone Arch Bridge Restoration Project - directive on SAB Reserve Funds.
 - c. Old Business (8c): Stone Arch Bridge Restoration Project - Select Board response to Bob Desiervo.
 - d. New Business (9a): Rick Hege request damaged mailboxes.
 - e. New Business (9b): Proposal on Grant Writing Coordinator
4. **Members of the Public:**
 - a. Grace Cottage Hospital presentation: Doug DiVello and Andrea Seaton from Grace Cottage Hospital give an update on the building of a new clinic at Grace Cottage Family Health Clinic.
5. **Correspondence:** None
6. **Warrants:** Marrow makes a motion to pay warrants 1 - 7.

Payroll:	\$13,176.43
Payroll Taxes:	\$5,971.02
General Fund:	\$400.67

General Fund:	\$6,604.74
Highway:	\$4,028.54
Highway Equipment:	\$4,853.73
Gazebo:	\$6,272.00
TOTAL:	\$41,307.13

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

7. Reports:

1. **Highway:** Zumbruski gives the report. He reports that it has been quiet with no major weather. He reports that Connie Holt and he are continuing to work on the FEMA project and making good progress. He states that the mud is not too bad but will see.

2. **Treasurer:** Lake gives the report. He reports that there is \$1,318,113.57 in the Municipal Investment Fund and \$30,000.00 in the checking account. Lake also reports on the CD accounts. He reports that the true balance in the General Fund is \$882,576.43.

3. **Town Clerk:** Lake gives the report. He reports that the Town Clerk took in \$634.53 in fees and services.

4. **Chair:** Lake reports on the Act250 application submitted by the Windham Hill Pinnacle Association to construct a hiking trail around Lily Pond. He also announces that there will be appointments to the DV Fiber District.

8. Old Business:

a. **Stone Arch Bridge Restoration Project - parapets and railings:** Holt gives a summary of what needs to be discussed and decided on. Lake asks the Select Board for their thoughts. Swiger says he is comfortable with Brian Posts parapet and railing design. Zumbruski states that he agrees with Brian Post's parapet and railing design. Lake asks if the Select Board wants to go with Brian Post's design. Holt suggests laying out next steps for gathering information to be able to make a decision. Lake suggests tabling this issue until the Board gets the information. Boards decides to table the issue.

b. **Stone Arch Bridge Restoration Project - directive on SAB Reserve Funds:** Lake and Holt give a description of the purpose of the directive. Wright makes a motion to sign the directive to issue the money to the Historical Society as they need it. Marrow seconds the motion. Motion carries 5-0-0.

c. **Stone Arch Bridge Restoration Project - Select Board response to B Desiervo:** Lake responds to Bob Desiervo's email regarding the Stone Arch Bridge contract. Lake refers to five years of Select Board meeting minutes where the Stone Arch Bridge Project was discussed and

acted on. Lake confirms with Charlie Marchant that the project has been discussed at every Historical Society meeting over the past 5 years. Lake states that Desiervo was at some of the Select Board meetings and had nothing to say on the subject. Lake states that the project is moving forward and it will not be halted as Desiervo is requesting. Swiger agrees with Lake.

9. **New Business:**

a. **Rick Hege request damaged mail boxes:** Lake instructs Zumbruski to repair the damaged mailboxes.

b. **Proposal on Grant Writing Coordinator:** Lake gives the background on the proposal for a Grants Coordinator. He states that Katie is volunteering to fill that role. Felker states that if someone wants to take that on and raise money for the town at the casual labor rate that is less expensive. Wright asks if Marrow is capping her work at 15 hours per week. Marrow responds that she envisions that the Select Board would decide on a project or grant and I would work up to 15 hours per week. It would ebb and flow depending on the project. She states that she would report to the Select Board. Wright suggests a 3 or 6 month cycle rather than a 12 month cycle. Marrow says she is flexible because each project is different. Wright makes a motion to accept Catherine Marrow's proposal for a six month trial for a grant researcher and writer position to start on March 5, 2024 at \$17.54 per hour for 15 hours per week to include a training component with a monthly report to the Select Board. Swiger seconds the motion. Lake asks for comments from the public. Resident Nick Suarez states that he thinks it is a good idea. Resident John Evan states he thinks it is a step in the right direction. Motion carries 4-0-1.

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

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

12. **Adjournment:** Lake thanks the select board for all their work during this past year. Marrow makes a motion to adjourn. Wright seconds the motion. Motion carries 5-0-0. The meeting is adjourned at 7:01pm.