



TOWN OF TOWNSHEND

Selectboard

PO Box 223 Townshend, Vermont 05353

Selectboard Meeting Agenda

January 14, 2025 6:00 PM

Townshend Town Hall

Approved: 1/28/25

Present: Allie Evans, Katie Marrow, Nick Suarez, and Sherwood Lake by ZOOM.

In Attendance: Brian Guerrino – BCTV, Connie Holt – SB Assistant

1. **Meeting Call to Order:** Evans calls the meeting to order at 6:10pm.
2. **Approval of Minutes:** Suarez makes a motion to approve the December 19, 2024 regular Selectboard meeting minutes. <Marrow seconds the motion. Motion carries 3-0-1
3. **Additions and Deletions:** Evans reads through the additions to the agenda.
 - a. Correspondence (6a): email from Ransom Foreman .
 - b. Correspondence (6b): email from Susan Hunt.
 - c. New Business (10.3): Town Hall Use request
4. **Members of the Public:** None
5. **Executive Session:** Personnel V.S.A 313(3): Evans makes a motion to go into executive session. Suarez seconds the motion. Motion carries 4-0-0. Selectboard goes into executive session at 6:12pm. Evans reconvenes the meeting at 6:25pm. Suarez makes a motion to increase the Selectboard Assistant position from 20 hours per week to 30 hours per week. Marrow seconds the motion. Motion carries 4-0-0.
6. **Correspondence:**
 - a. Email from Ransom Foreman: The Selectboard decide to table the email until the 1/28/25 selectboard meeting in order to look into the matter.
 - b. Email from Susan Hunt: the Selectboard decide to table the email until the 1/28/25 selectboard meeting in order to look into the matter.
 - c. Marrow acknowledges a correspondence from the State regarding appointing an Ethics Liaison for the town. The Selectboard decides to table the issue until the 1/28/25 selectboard meeting.
7. **Warrants:** Marrow makes a motion to pay warrants 1 – 7.

1. Payroll:	\$14,496.80
2. Payroll Taxes:	\$6,770.11
3. General Fund:	\$186.65
4. General Fund:	\$238.35
5. Highway:	\$374.89
6. General:	\$23,226.66
7. Highway Equipment:	\$65,261.69
TOTAL:	\$110,555.15

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

8. **Reports:**

1. **Highway:** Zumbruski reports that not much has been going on. There has not been much snow so far this winter.

2. **Treasurer:** Evans gives the report. There is \$699,098.26 in the Municipal Savings account and \$30,000.00 in the checking account.

3. **Town Clerk:** Evans gives the report. The Clerk took in \$1,660.00 in fees and services.

4. **Chair:** Evans reports that the Selectboard has been working hard on the budget.

9. **Old Business:**

a. **Vote on Town Budget:** The Selectboard set the date for a special selectboard meeting to finalize the budget. The meeting will be held on Monday, January 20, 2025 at 3pm at Town Hall.

b. **Review of initial draft Warning:** The Selectboard discusses the draft warning. Holt is directed to discuss the warning with the moderator. Lake suggests providing a breakdown of the highway funds article for the voters.

c. **Acknowledge the signing of the Act250 Impact Questionnaire:** Evans reports that after the last Selectboard meeting she met with Andrea Seaton to get more information on the questionnaire. Grace Cottage also met with the Fire Chief. Questions and concerns were answered, and she signed the questionnaire as the Selectboard Chair.

10. **New Business:**

1. **VT Historic Preservation Grant: signature for Town Hall Roof Repair:** Marrow reports that the Town has obtained a Vermont preservation grant for the repair of the Town hall roof. Suarez makes a motion to authorize Selectboard Chair, Allie Evans, to sign on behalf of the Board. Lake seconds the motion. Motion carries 3-0-1.

2. **VTrans Certificate of Highway Mileage:** The Selectboard sign the VTrans Certificate of Highway Mileage.

3. **Town Hall Use Request:** Marrow makes a motion to approve The Rest 2025 Interactive Workshop request to use Town Hall on 2/22/25 from 7 – 5:30pm. The fee charged will be the fee in the amount if the draft policy that has been in effect and operating under. The approval will be contingent on the organization providing a certificate of insurance. Suarez seconds the motion. Motion carries 3-0-1.

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

12. **Next Regularly Scheduled Meeting:** Tuesday, January 28, 2025 at 6:00pm