



TOWN OF TOWNSHEND
Selectboard
PO Box 223 Townshend, Vermont 05353

Selectboard Meeting Minutes
January 28, 2025 6:00 PM
Townshend Town Hall
Approved: 2/11/25

Present: Allie Evans, Katie Marrow, Nick Suarez

Not Present: Sherwood Lake, Kate Jansak

In Attendance: Austin Rice – BCTV Tech, Connie Holt – SB Assistant, Jeremy Zumburski – Road Foreman

1. **Meeting Call to Order:** Evans calls the meeting to order at 6:03pm
2. **Approval of Minutes:** Suarez makes a motion to approve the meeting minutes for the January 14, 2025, regular Selectboard meeting minutes, and the January 20, 2025, Special Selectboard meeting. Marrow seconds the motion. Motion carries 3-0-0.
3. **Additions and Deletions:** Evans runs through the agenda and the addition to the agenda.
 - a. Reports (7.5): Grant Coordinator Report
4. **Members of the Public:**

Laura Richardson raises highway department issues. She asks what the status of the old grader is. She states that she believes an inventory of the garage is necessary since the contents of the garage is town property. She raises that she does not believe that the Bazin Bros lived up to their paving contract. She states that there has been excessive overtime given to the highway crew. She summarizes by saying that she thinks there is a lack of accountability of the highway department. She suggests a mentor or manager for Jeremy Z., the Road Foreman. Evans suggests that she puts her concerns in writing for the Selectboard to be able to look into.
5. **Correspondence:**
 - a. **Kris Kuch email regarding Vermont's 250th celebration:** Suarez volunteers to speak with the Town Clerk and report back to the Selectboard at the 2/11/25 meeting.
6. **Warrants:** Marrow makes a motion to pay warrants 1 -5.

1. Payroll	\$14,049.56
2. Payroll Taxes	\$6,496.95
3. General Fund	\$39,819.91
4. Highway	\$00.00
5. Highway Equipment	\$40,452.04
Total:	\$100,818.46
7. **Reports:**

1. **Highway:** Zumbroski reports that there is not much to report. It has been a costly week in repairs to the equipment. Luckily, the repairs could be done in house. The cost was for parts. Evans announces the Garage Open House to take place March 1st from 10am – Noon.

2. **Treasurer:** Evans gives the report. She reports that there is \$610,376.68 in the Municipal Investment Fund and \$30,000.00 in the Sweep Account.

3. **Town Clerk:** Evans gives the report. The town clerk took in \$774.50 in fees and services.

4. **Chair:**

a. **PACIF Quarterly claims report:** Evans brings to the attention of the Board the PACIF quarterly claims report for their information.

b. **Pre-town Meeting date and planning meeting date:** Evans announces that there will be a pre-town informational meeting on 2/24/25 at 6pm at Town Hall. There is also a planning meeting for the pre-town informational meeting to be held on 1/29/25 at 3:30pm. The public is invited to attend both meetings.

c. **Garage open house:** Evans announces that there will be a garage open house on Saturday, March 1st from 10am - noon at the garage.

5. **Grant Coordinator Report:** Marrow gives the report. She reports that she has sent in the final paperwork for the roof repair grant through the State Historic Preservation Department. That the town has been awarded. She is researching more grant opportunities through the state VTrans “Show Me the Money” grant guide that is issued every year. Evans asks about the status of the fountain and housing it for the winter. Marrow points out that we did not get the grant for the restoration of the fountain, but can look to repair just the electronic and housing of the electronics.

8. **Old Business:**

a. **State Ethics Commission Appointment:** Suarez make a motion to appoint Connie Holt as the Townshend appointee to the State Ethics Commission. Evans seconds the motion. Motion carries 3-0-0.

b. **Ranson Forman correspondence:** Evans suggests to the Board that she contact Ransom Foremen to discuss his concerns and have him identify 5 pertinent things the Selectboard can look into. The Board decides to do her suggestion.

c. **Susan Hunt correspondence:** There is a discussion of different opinions on the issue of when to plow and when not to plow in the storms we have experienced this winter. Evans states the meeting minutes shall record Susan Hunt’s concerns about unnecessary plowing.

9. **New Business:**

a. **Phone line upgrade at garage:** Holt summarizes the phone system upgrade research for the garage to be able to receive voice messages and for the foreman to retrieve voice messages remotely. Marrow makes a motion to upgrade the comcast service at the town garage and to authorize Holt to sign on behalf of the Board. Suarez seconds the motion. Motion carries 3-0-0.

b. **TextMyGov:** Holt summarizes the Town Clerk’s request to purchase the texting program TextMyGov. The purpose is to improve communication with town residents. Holt is directed by the Board to look into; a. are other towns using this type of program, b. are there other companies that provide this type of service, and c. does Europa IT provide this type of service.

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

11. **Next Regularly Scheduled Meeting:** Tuesday, February 11, 2025, at 6:00pm

12. **Adjournment:** Suarez makes a motion to adjourn. Marrow seconds the motion. Motion carries and the meeting is adjourned at 6:50pm.