



TOWN OF TOWNSHEND
Selectboard
PO Box 223 Townshend, Vermont 05353

SELECTBOARD MEETING Minutes

February 11, 2025 6:00 PM

Townshend Town Hall

Approved: 2/25/25

Present: Allie Evans, Katie Marrow, Nick Suarez (vis ZOOM)

Not Present: Sherwood Lake, Kate Jansak

In Attendance: Brian Guerrino – BCTV, Connie Holt – Selectboard Assistant, Jeremy Zumbruski – Highway Foreman

1. **Meeting Call to Order:** Evans calls the meeting to order at 6:01pm
2. **Approval of Minutes:** Marrow makes a motion to approve the January 28, 2025, meeting minutes. Suarez seconds the motion. Motion carries 3-0-0.
3. **Additions and Deletions:** Evans reads through the additions to the agenda.
 - a. Old Business (8.c): TextMyGov Update
 - b. New Business (9.f): Town Hall Use request: PJP Enterprises
4. **Members of the Public:** None
5. **Correspondence:** None
6. **Warrants:** Marrow makes a motion to pay warrants 1-7. Suarez seconds the motion. Suarez requests that the date on the warrants be corrected to state 2/11/25. Motion carries 3-0-0.
7. **Reports:**
 - a. **Highway:** Zumbruski reports that the road crew is in full winter mode. He reports that he heard from VTrans that Townshend may be eligible for a \$150,000.00 paving grant. Holt reports on two reimbursements coming to Townshend: 1. Federal Highway 100% reimbursement in the amount of \$83,000.00 for the repair to Windham Hill Road from the 7/10/2023 storm. She reports that we are receiving 100% reimbursement because the work was completed in a timely fashion. 2. FEMA has declared that they will be reimbursing at 90% for the 7/10/23 storm. Townshend's additional 15% will equal \$45,261.46. Zumbruski reports that Truck3 body repair work is currently being done. He reports that the 2018 1-ton truck backend went down and needs repairs.
 - b. **Treasurer:** Evans gives the report. The Treasurer reports that there is \$574,914.48 in the municipal investment fund and \$30,000 in the sweep account.
 - c. **Town Clerk:** Evans gives the report. The Town Clerk took in \$1,450.50 in fees and services. Evans reads the Town Clerks report on the emergency incident stemming from a patient at Grace Cottage Hospital. The Clerk believes that the Town needs to be

notified when incidents like these occur. Board directs Holt to request a meeting with the CEO of Grace Cottage Hospital.

- d. **Chair:** Evans reports that there will be no water at Town Hall next Monday, Tuesday, or Wednesday. This may affect when the Clerk and Treasurer will be working next week.
- e. **Grant Coordinator: no report this week.**

8. Old Business:

- a. **Stone Arch Bridge Preservation Easement:** Marrow makes a motion to authorize Evans to sign the Stone Arch Bridge Easement with the State of Vermont on behalf of the Board. Suarez seconds motion. Motion carries 3-0-0.
- b. **Slate Roof Repair contract:** Marrow makes a motion to authorize Evans to sign the Roof Contractor's contract on behalf of the Board. Suarez seconds the motion. Motion carries 3-0-0.
- c. **TextMyGov update:** Holt summarizes the update with TextMyGov. The Board decides to pass over this issue while still looking into this type of service.

9. New Business:

- a. **Bedortha Smoke Shop Act250 Impact Questionnaire:** Holt summarizes that the Fire Dept and Rescue Inc have been contacted and do not see a negative impact. Marrow makes a motion to authorize Evans to sign the Bedortha Act250 Impact Questionnaire on behalf of the Board. Suarez seconds the motion. Motion carries 3-0-0.
- b. **FEMA Increase to 90% reimbursement document:** Marrow makes a motion to authorize Evans to sign the FEMA Financial Report Form on behalf of the Board.
- c. **Implementation of temporary Request of Expenditure policy:** Marrow makes a motion to implement a temporary Request for Expenditures policy. Suarez seconds the motion. The Board decides they would like more time to consider. Motion fails 0-3-0.
- d. **Planning Commission proposed Town Hall ADA compliant renovations:** Marrow makes a motion to approve the RFP for the ADA compliant renovations to Town Hall. Suarez seconds the motion. The Board discusses the need for more discussion on the designs. Motion fails 1-1-1.
- e. **Liquor License - West River Community Project Company:** Marrow makes the motion to approve the 1st Class Liquor License for the West River Community Project Co. Suarez seconds the motion. Motion carries 3-0-0. Marrow makes a motion to approve the Outside Consumption Liquor License for the West River Community Project Co. Suarez seconds the motion. Motion carries 3-0-0.
- f. **Town Use request - PJP Enterprises:** Marrow makes a motion to approve the Town Hall use request for PJP Tutoring for student tutoring on 2/12,2/14,2/24,2/25,2/26,2/28 from 9-11:30 and to charge the applicable fee and to authorize Evans to sign on behalf of the Board. Suarez seconds the motion. Marrow amends her motion to charge a fee of \$50.00 for each week totaling \$100.00. Suarez seconds the motion. Motion carries 3-0-0.

10. Executive Session: N/A

11. **Next Regularly Scheduled Meeting:** Tuesday, February 25, 2025 at 6:00pm
12. **Adjournment:** Evans makes a motion to adjourn. Marrow seconds the motion. Motion carries 3-0-0. Meeting is adjourned at 7:01pm.