



TOWN OF TOWNSHEND

Selectboard

PO Box 223 Townshend, Vermont 05353

SELECTBOARD MEETING AGENDA

May 27, 2025 6:00 PM

Townshend Town Hall

Approved: 6/10/25

Present: Allie Evans, Katie Marrow, Nick Suarez, Rob Wright

Not Present: Steve Frisk

In Attendance: Jeremy Zumbruski, Connie Holt, Brian Guerrino - BCTV

Members of the Public: Laura Richardson, Dale West, Helen Holt, Shaun Marrow, Tom Caffrey

1. **Meeting Call to Order:** Evans calls the meeting to order at 6:02pm
2. **Approval of Minutes:** Marrow makes a motion to approve the May 13, 2025, meeting minutes. Wright seconds the motion. Motion carries 4-0-0.
3. **Additions and Deletions:** No additions to the agenda
4. **Members of the Public:** None
5. **Correspondence:**
 - a. Cory Ciklin email regarding Tom Boardman visit August 1, 2025. The Board directs Holt to reach out to Cory Ciklin to have him fill out a Town Hall Use request form.
6. **Warrants:** Wright makes a motion to pay Warrants 1-5.

Payroll:	\$13,389.70
Payroll Taxes:	\$6,159.48
General Fund:	\$16,381.38
Highway:	\$9,278.94
Highway Equipment:	\$00.00
Fire Reserve:	\$355,000.00

TOTAL: \$400,209.50

Suarez seconds the motion. Evans raises a concern about the Planning Commission's warrant for the WRC Invoice. She requests that the warrant not be paid until there is more information given. Evans amends the motion to hold out the WRC Invoice and reduce the

amount of the warrants in the General Fund by \$9,270.00. Suarez seconds the amendment. Amendment carries 4-0-0.

The revised total for the warrants is; the General Fund: \$7,111.38 and a total of \$309,939.50. Motion carries 4-0-0.

7. Reports:

- a. **Highway:** Zumbruski reports that they have been hauling gravel for road maintenance. The road crew will be scheduling their vacation time before the end of the fiscal year. Evans requests that the gates to the garage be closed and locked to prevent unmonitored dumping. She asks that we start with closing the gates from 2:30pm to 6:00am.
- b. **Treasurer:** Evans gives the report. There is \$1,464,559.85 in the municipal investment fund and \$30,000.00 in the checking account.
- c. **Town Clerk:** Evans reports that the clerk took in \$1,192.50 in fees and services.
- d. **Chair:** Evans brings to the attention of the Board that a meeting has been scheduled with the Army Corp of Engineers regarding the Townshend Dam Master Plan: Thursday, June 12, 2025, 3:00pm at Townshend Dam Office.
- e. **Grant Coordinator:** Marrow hands out a summary of the grant monies that have been obtained in FY25 and what has been obtained or applied for in FY26 thus far. In FY25 the Highway Dept was awarded \$427,462.00 for work completed or to be completed by October 2027. For FY25 the Town has been awarded \$28,781.00 with another \$4,800.00 being reviewed and most likely awarded.
For FY26, thus far, the Highway Dept is seeking \$61,680.00 in grants. Marrow is researching grants for the town such as sidewalk repairs and installation, compactor replacement, Town Hall second floor windows repair, and drainage work along the foundation of Town Hall.

8. Old Business:

- a. **Truck Proposal:** Holt summarizes what needs to be decided tonight by the Selectboard; 1. To replace the body on the freightliner in FY26, and, 2. To authorize the Highway Committee to submit a proposal to purchase a dump truck by January 1, 2027. Suarez makes a motion to replace the body of the freightliner not to exceed \$65,000.00 paid out of the highway equipment allocation. Marrow seconds the motion. Motion carries 4-0-0. Suarez makes a motion to direct the Highway Committee to investigate and draft a proposal to purchase a truck by 12/31/25. Wright seconds the motion. Motion carries 4-0-0.

- b. **Appointments:** Suarez makes a motion to approve the remaining appointments excluding the website Coordinator. Marrows seconds the motion. Motion carries 3-1-0.

9. New Business:

- a. **Trash Collection bids:** Marrow opens and read the trash collection bids. Holt is directed to put together a spreadsheet outlining the bids for the Board to review. Wright makes a motion to table the bids in order to get more information. Marrow seconds the motion. Motion carries 4-0-0.
- b. **Health Officer report:** Caffrey reports that he is investigating a dog bite incident.
- c. **WCHS contract:** Suarez makes a motion to sign the Windham County Humane Society contract. Marrow seconds the motion. Motion carries 3-1-0.
- d. **Grace Cottage Hospital USDA Grant:** Suarez makes a motion to sign the Letter of Support for the Hospital's application for a USDA grant. Marrow seconds the motion. The motion carries 3-1-0.

10. Executive Session: N/A

- 11. Adjournment:** Suarez makes a motion to adjourn. Marrow seconds the motion. Motion carries 4-0-0. The meeting is adjourned at 7:28pm.

12. Next Regularly Scheduled Meeting: Tuesday, June 10, 2025 at 6:00pm.