



TOWN OF TOWNSHEND

Selectboard

PO Box 223 Townshend, Vermont 05353

SELECTBOARD MEETING Minutes

August 12, 2025 6:00 PM

Townshend Town Hall

Approved: Approved 8/26/25

Present: Allie Evans, Katie Marrow, Steve Frisk, Rob Wright

Not Present: Nick Suarez

In Attendance: Jeremy Zumbruski, Tina Rubico-BCTV, Connie Holt

Members of the Public: Dale West, Allie Dercoli, Lura Richardson, Bob Desiervo, Shaun Marrow

1. **Meeting Call to Order:** Evans calls the meeting to order at 6:00pm. Evans suggests the following agenda items be moved to the 8/26/25 meeting: West Street Sewer correspondence, Discussion of Tax Rate, Road Commissioner, Elementary school issue, Common Tree maintenance, Treasurer transition, Bike Tech Program request. Frisk makes a motion to move those items to the 8/26/25 meeting. Wright seconds the motion. Motion carries 4-0-0.
2. **Approval of Minutes:** Marrow makes a motion to approve the July 22, 2025 meeting minutes. Wright seconds the motion. Motion carries 4-0-0.
3. **Additions and Deletions:**
 - a. ~~Correspondence: West Street Sewer issue~~
 - b. New Business (9f): Submission of draft Town Plan
 - c. New Business (9g): Town Hall Use Request – Celebration of Life
 - d. Old Business (8d): Contract with WSWMD
 - e. ~~New Business (9h): Kevin Burke – Leland & Gray – Bike Tech Program request~~
 - f. New Business (9i): Town Hall Use request – Movie Night rain location
4. **Members of the Public:**
 - a. Cara Cain, resident, asks that the town repair the water drainage issue caused by replacing a culvert. Zumbruski and Frisk identify the culvert as not being the problem and it is in the town right of way. They state the problem is that Cain needs a culvert at the end of her driveway to divert the water. Frisk suggests that Cain purchase the culvert, and the road crew will install since they are doing work on that road. Evans suggest Cain work with Zumbruski and keep the Board informed.
 - b. Allie Dercoli, resident, reports that Pickle Day was a success and thanks the Board for working with her on leading up to the event.
5. **Correspondence:**
6. **Warrants:** Wright makes a motion to pay warrants 1-11. Marrow seconds the motion. Wright amends the motion to add Payroll #2 and Payroll #2 taxes to the warrants. Marrow seconds the amendment.

Payroll #1	\$14,468.98
Payroll #1 Taxes	\$6,522.57
Payroll #2	\$15,654.49

Payroll #2 Taxes	\$4,162.21
General Fund	\$14,696.04
General Fund	\$1,786.00
General Fund	\$100.58
General Fund	\$272.86
Highway	\$163,874.46
Highway	\$1,106.18
Highway	\$627.57
Fire Pond – Fire Dept	\$4,584.36
Library	\$41.32
Total:	\$227,897.62

Wright points out that the motion to approve the Bazin Brothers paving bid was a “not to exceed” motion. Frisk reads the bid and refers to “subject to change” language. Amended motion carries 3-1-0.

7. Reports:

a. Highway: Zumbruski reports that the road crew work on Back Windham Road will continue for a few more weeks. They have about ten more culverts to replace. He reports that GMP hopes to be done on Simpson Brook Road by the end of the week. They have one more culvert on Taft Road to install. Starting Saturday their contractors will begin grading on Plumb, Taft, and Brookline roads. Finally, they should be finishing up East Hill by the end of the week. Wright and Evans suggest that the Board have a conversation with GMP on why they are no longer creating a continuous loop on East Hill Road.

Richardson asks why GMP is replacing a culvert that the town just replaced. Zumbruski states that the culvert needed replacing and at the time the town did not know that GMP was going to do work on Simpson Brook Road.

Frisk asks that the mower work start on roads that the town did not get to last year.

b. Treasurer: Evans points out that there is no treasurer report this week as the treasurer is on vacation.

c. Town Clerk

d. Chair:

i. Evans points out that the VLCT Claims Cost Report is in the packet for the Board to review.

ii. Evans nominates Steve Overton to the Energy Coordinator position. Wright seconds the motion. Motion carries 4-0-0.

iii. The Board gives Evans approval to dispose of the grey chairs in the hall.

e. Grant Coordinator: 2nd meeting of the month

8. Old Business:

a. Backhoe buyout: Frisk makes a motion to payoff the Backhoe in September. Wright seconds the motion. Motion carries 4-0-0.

b. Performance Reviews: Evans announces that she and Zumbruski will start to do performance reviews with the road crew.

- c. Compost Collection contract with WSWMD: The Board does not agree to the contract. They instruct Holt to get back to WSWMD and tell them the Town does not agree to the \$25 tipping fee on compost.

9. New Business:

- a. Tim Crosby tax issue: After Evans summarizes the issue to the Board, Marrow makes a motion to direct the Treasurer to provide the Selectboard with all documents pertaining to Crosby's 3 properties from 10/21/22 through 6/223/25. Evans seconds the motion. Motion carries 4-0-0.
- b. Crack Sealing bids opened: Wright opens the one bid from NICOM. Wright makes a motion to approve the NICOM crack sealing bid not to exceed \$24,900. Frisk seconds the motion. Motion carries 4-0-0.
- c. Grand List – Errors and Omissions; Holt points out that the listers are providing the Board with the errors and omissions to the grand list. No action is necessary.
- d. Slope Stabilization – West Hill Rd – Grant: Marrow makes a motion to have Evans sign the grant agreement. Wright seconds the motion. Motion carries 4-0-0.
- e. Submission of draft Town Plan: Bob Desiervo, Planning Commission, submits the draft Town Plan to the Board and requests that they hold a public hearing on the draft and to advertise it in the Common. Wright makes a motion to post the public hearing in the Commons Newspaper. Frisk seconds the motion. Motion carries 4-0-0.
- f. Town Hall Use Requests: Marrow makes a motion to approve two town hall use requests; one for a Celebration of Life on 9/13, and one for a Movie Night rain location on 8/22, and to waive the fees. Wright seconds the motion. Motion carries 4-0-0.

10. Executive Session: N/A

11. Next Regularly Scheduled Meeting: Tuesday, August 26, 2025 at 6:00pm

12. Adjournment: Marrow makes a motion to adjourn. Wright second the motion. Motion carries 4-0-0. Meeting is adjourned at 7:07pm.