

Townshend Selectboard Meeting Minutes - August 6, 2007

Present:

R. Michael Donahue absent
Alene Evans, absent
Henry Martin

Carole Melis
Jeffrey Russ,
Selectboard

Participating Members: A. Tom Lyman, PC; Listers; Karen Wilson and Judy Ragnarsson from Chittenden/payroll; Michalina Wasung, TR; Road crew; Fredrick Hege.

At 7:10 PM the chair called the **Meeting to Order** and recognized **Participating Members:**

Karen Wilson and Judy Ragnarsson from Chittenden Bank explained all of the services provided by **Chittenden's Payroll system**, answering Town Treasurer and Selectboard questions. Melis will call and seek comments from the towns that use this payroll service. At this time, the chair expressed his reluctance to apply for this service without further information.

Martin indicated that he will ask Evans to set up a meeting with Chittenden, the Town Treasurer & her. Left at 7:40 PM

Planning Commissioner, A. Thomas Lyman informed the selectboard:

1. Commission's concerns regarding Otis Health Care Center's (OHCC) storage building were written for presentation at the Act 250 hearing. The PC voted to endorse amending OHCC's Act 250, if their concerns were addressed.

Martin reported that the Environmental Commissioners had completed the hearing to amend OHCC's Act 250. They have 15 days to consider the suggestions, especially their using an access off Rte 35 which was originally used as a logging road.

2. VELCO's expanded power line will run parallel within their existing right-of-way thru Townshend. Martin re assured the Planning Commission (PC) that this board was going to be involved as Michael Donahue has many concerns and questions that need to be answered.
3. Surface water control and monitoring – The PC wrote a letter to Windham Regional Commission asking that all of Townshend's surface water be reclassified to the least restriction. Lyman left at 8:00 PM

Howard Lott, Lister presented two Error and Omissions for the Selectboard to consider:

1. Heins Home 2007 reappraisal should be increased 115,100
2. A Veteran exemption was inadvertently transferred to a new property owner;
A Veteran who has not filed his homestead is there for not eligible for the Veterans Exemption.

After complete discussion *Melis moved to accept the above as Errors and Omissions, seconded by Martin, carried by those present.*

Wasung is awaiting the State's latest download before sending out the tax bills; residents who do not have homestead classification have until September 1st to file for their homestead.

The opinion from the Selectboard on a letter, presented by the Listers, from a dissatisfied citizen, was they had no authority to address it. This would be best handed between the two parties. Listers left at 8:30 PM

Highway personnel, Edward Smith spoke about his vacation and sick pay. He was requesting his weekly and vacation checks this Thursday, after work, and asked that they not be post dated. After discussion *Martin moved to approve Smith's request for his weekly and vacation pay, available and dated Thursday, seconded by Melis, unanimously carried by those present.*

Walter "Bo" Joyce had questions about pay orders. He wants the Health Insurance premiums deducted weekly. He asked that the Selectboard install the Cafeteria plan, allowing their Health Insurance payment not to be taxed. Anita Bean, Town Clerk, passed out paperwork, which she had received. The chair explained that the Board had many questions on the Resolution which remain unanswered. Bean will try to obtain answers for their next meeting and when Evans is present.

On another matter, Martin's response to Bo was that the Board will be reviewing the draft Personnel Policy page by page and is awaiting response and comments from the road crew.

Over a year ago, Smith asked Wasung to have his pay directly deposited. He asked when will this be available as he is charged an additional 1% on late payments. Royce and Smith left at 9:30 PM

1a. Town Clerk and/or Treasurer:

Martin moved to authorize Michalina Wasung to purchase, not to exceed \$400, an appropriate air filter for her office, seconded by Melis, carried by those present.

The Selectboard will investigate Wasung's suggestion to explore the cleaning of heat ducts.

1b. Highway foreman: on vacation, no report

Martin moved to sign the following orders: AP Plimpton Excavating, week ending - 7/2/07; 7/14/07; 7/21/07; 7/28/07; 8/4/07 and Ed Smith's vacation/sick pay, seconded by Russ, carried and signed by those present.

*Martin moved to table the **Minutes – July 18, 2007 and July 26, 2007** until a full Board is present, seconded by Melis, carried by those present.*

*Martin moved to **Pay Bills and Sign the following Orders**, seconded by Melis,*
Correct sm06-07 #2 AP from 9,393.03 to 9,161.72 SM07-08 16,488.85 AP 1942.34
Correct smPR July 16th from 2,186.76 to 2,193.87 SM PR07-08 5,964.41
carried and signed by those present.

4. Old Business

Street Lights – Melis and Martin agreed the need to inspect the number of operational street lights

WCSD contract – Captain Heidi Nelson informed Martin that the Sheriff was on vacation, he is now playing phone tag.

Flood Hazard By Laws – Charlie Peck's comments re: Townshend draft Flood Hazard By Laws had been received. The issue of compliance of this law was discussed. Martin asked Melis to work directly with the town attorney, Robert Fisher, in drafting an Ordinance with correct language for the Town to implement and property owners to follow.

FEMA Maps – Were received today.

TES fuel payment – Martin repeated that nothing has changed, since the July 2nd meeting, when the Town accepted TES payment in full for school bus fuel.

CVPS' request – *Martin moved to approve CVPS's request to install service to the Ayers' property on Windham Hill Rd, seconded by Russ, carried by those present.*

5. New Business

- Copy of Charles Marchant's letter to Div of Historic Preservation re: a stone arch bridge on Buck Hill
- VLCT's request for a Town delegate to vote at Town Fair
- VT Dept of Building & General Services - Recreational & Educational Facilities Grant Program
- Fuel Bids not prepared
- Council on Aging's Successful Aging Initiative grant -
No Board action taken on the above
- The cost to brush hog Taft Meadows was \$500, submitted by Bernard Davis. After discussion *Martin moved to hire Bernard Davis to brush hog Taft Meadows, not to exceed \$500, seconded by Melis and carried by all present.*

6. Other Business

- copy of transmittal letter from Valley Cares to Dept of Housing & Community Affairs & VCDP
- St of VT Schedule of Planned Stewardship Activities at the State Park
- St of VT: Drawert 136 School Marm Lane, construct 3 bedroom home & Project Review Sheet
- Gathering Place request for social service funds
- LUCA Technical Training Announcement

7. Executive Session – none at this time

8. Time of Next Meeting – August 20, 2007

*Martin moved to **Recess to tomorrow, Tuesday**, to set Town Tax Rate, seconded by Melis, carried by those present.*

6:00 PM - Tuesday, August 7, 2007

Present: Henry Martin, Carole Melis & Jeff Russ, selectboard
Michalina Wasung, Town Treasurer

Wasung suggested that a postal Certificate of Mailing acknowledge the mailing of this year's tax bills. After discussion *Martin moved to authorize the Town Treasurer to obtain a Certificate of Mailing of this year's tax bills, not to exceed \$300, seconded by Melis, carried by those present.* Wasung's goal is to have all tax bills mailed by August 17th, due and payable on September 17th.

After all had reviewed and compared this year's voted expenditures to last year *Martin moved to set the 2007-08 tax rate: homestead at \$1.622 and non resident at \$1.618 per hundred, seconded by Russ, carried by those present.*

*Russ moved to **Adjourn** at 6:45 pm, seconded by Martin, carried by those present.*

Respectfully submitted,

Cynthia Davis, clerk for the Selectboard