

Townshend Selectboard Meeting Minutes – September 4, 2007

Present:

R. Michael Donahue, absent
Alene Evans
Henry Martin

Carole Melis
Jeffrey Russ,
Selectboard

Participating Members:

Keith Clark, Windham County Sheriff and Heidi Nelson,
Lieutenant; Fredrick Hege, Rescue and Kurt Bostrom,
road foreman

At 7:04 PM the chair **called the Meeting to Order** and recognized Participating Member:

After discussion, the board instructed **Sheriff, Keith Clark**, to draft a 2007-08 contract for consideration to start patrolling our roads and to advise Townshend residents that the Vermont State Police is our primary law enforcement and responder to 911 calls. *Melis moved to allow Martin to negotiate and sign an amended contract, adding an additional 5 hours, with the Windham County Sheriff's Department, seconded by Russ, unanimously carried by the Board.* These additional 5 hours will allow deputies to respond to our emergencies, These hours will not accumulate. Sheriff Clark and Lieutenant Nelson left at 8:10 PM

Kurt Bostrom, Highway foreman:

The Board asked Bostrom to follow up with Wardsboro and/or Jamaica as to their hiring a person who catches beavers, costing the Town \$70 per beaver. Bostrom said it has become very time consuming for the crew to open up beaver plugged culverts.

Walter "Bo" Royce has again aggravated his tendon/heEl injury. He is in a cast and not sure for how long. Vermont Leagues of Cities and Towns (VLCT) informed Bostrom that Royce was entitled to Workers Comp as he re injured an existing injury.

bOSTROM will follow up on Roemer's letter indicating that his car bottoms out when he drives over the Town's ditch at the end of his driveway.

He will apologize to Abbey Perkins for cutting down her roses and damaging her stone wall while mowing the side roads. He has encountered many mower breakdowns leaving him with less time to get the mowing done.

Discussed when Truck 7 will be replaced.

First draft meeting on Personnel Policies, September 10th 6-7:30 PM Bostrom commented that this Policy should be more generic not focusing only on highway employees.

Martin moved to pay Highway Orders for week ending: 8:25 and 9/1, seconded by Evans, unanimously carried and signed by the Board. Bostrom left at 8:25 PM

Fredrick Hege presented a list of commonly used words associated with the Town's Web site.

He has been attending many Rescue meetings and reviewed Townshend's statistics on Rescue responses. He will look into Martin's report that it took Rescue over 20 minutes to respond to a call at a wedding reception on Riverdale Rd. Hege left at 8:30 PM

*Martin moved to approve the **Minutes of August 20 and 22nd, 2007**, seconded by Melis.* Corrections were made, *Martin moved to approve the corrected minutes, seconded by Evans, unanimously carried by the Board.*

*Martin moved to **Pay Bills and Sign the following Orders**, seconded by Melis,
SM07-08 8# \$11,196.71 plus B&B \$6,400
SMPR 08 \$ 4,285.09 Davis will redo the Payroll Order and get 3 signatures Tuesday
unanimously carried by the Board.*

4. Old Business

Non landowner developer – Melis sent a certified letter to Mr. Lasher who has someone else developing land he does not own. Melis' letter was not as strong as the Board was anticipating. Her response was that she believes the Town has no grounds to prosecute him. The chair reiterated that the Board should be aware of any changes before a member takes final action.

Cafeteria Plan – The Board believes the town employees are members of a Cafeteria insurance Plan.

Chittenden Payroll Service – Judy R. from Chittenden Bank believed the Town was going to follow up on their Payroll presentation. Evans explained to her that the Town Treasurer has not returned any of her phone calls.

Floodplain Management Program – Members had the opportunity to review Attorney Robert Fisher's proposed Ordinance. Discussed how to explain to landowners that they need to complete a notification before they plan to build or renovate their property. Martin asked Melis to express to Atty Fisher their concerns when focusing as to how the Administration will process a notification or a permit to build, as required in the Flood Hazard By Laws

Electrical Transmission Lines – VELCO's letter of August 24th indicated their intent to place cell towers above the new electrical poles.

Gas tank – Daigneault informed Martin that the Town's new fire chief, Doug Winot, will suggest to the department to take over of the gas tank at the Town Barn.

1a. Town Clerk and/or Treasurer:

The Town Treasurer provided copies of her calculation on town employees weekly insurance deduction

Windham Central Supervisory Union provided the Board with L&G's assessment.

The Board agreed to pass over the Town Treasurer's September 4th Memo.

5. New Business:

- E. Lemire informed Melis that the Social Services Screening Committee has an open position and suggested the Board appoint Janis Onyon. After discussion, *Martin moved to appoint Janis Onyon to the Social Services Screening Committee upon confirmation that she is willing to serve, seconded by Melis, unanimously carried by the Board.*

- Board members expressed their displeasure of not being notified of L&G's July 25th failed water testing. L&G services the Town Hall with water. Melis will address this incident
- A FEMA 2005-06 map survey to be completed.
- Vermont Leagues of Cities and Towns (VLCT) copied their proposed draft of their Municipal Policy. Town representatives of the VLCT will act upon this draft at the Town Fair.
- Evans will investigate the junk left on the Brookline Road, which was brought to her attention by Lemire as the Environmental Agency has no enforcement.
- The Board agreed that all who inquire about renting the Town Hall be charged the appropriate fee.
- Martin will follow up with the Listers regarding Otis Health Care Center's (OHCC) town meeting motion in which it indicated that OHCC would pay their educational tax. He will update OHCC's CEO and contact VLCT on how to proceed.

6. Other Business – no action taken

- invite to Vermont State Police's 60 year celebration 9:15 – 2:00 Brattleboro
- Dumser's Project Sheet & WW Permit WW-2-2752 - Manning Four Corners
- Certificate of Insurance from: Carl Brown and Bazin Bros.

*At 9:20 PM Martin moved into **Executive Session** under Title 1, Section 313 to discuss personnel, seconded by Melis, unanimously carried by the Board.*

At 9:40 PM Melis moved out of Executive Session, seconded by Russ, unanimously carried by the Board.

As the result of Executive Session Martin moved to table taking any action on Michael Donahue's August 27th letter, seconded by Russ, unanimously carried by the Board.

8. Next Meeting: September 17th

*Russ moved to **adjourn 9:55 PM**, seconded by Melis, unanimously carried by the Board.*

Respectfully submitted,

Cynthia Davis, clerk for the Selectboard

Townshend Selectboard Public Hearing

Flood Hazard By Laws

September 6, 2007 at 6:00 PM

Present:

Alene Evans
Henry Martin

Carole Melis
Selectboard

Participating Members:

Elizabeth Garfield and Arthur Monette, Planning Commissioners

Henry Martin, Selectboard chair, called the meeting to order by reading the legal notification for this Public Hearing. Following his reading of the notice of Public Hearing he received no questions so *Melis moved to adopt the Flood Hazard By Laws as amended by the Planning Commission, seconded by Evans, carried by those present.*

At 6:15 PM *Martin, seconded by Melis and carried by those present, **adjourned** the Public Hearing.*

The Selectboard was convened as Elizabeth Garfield updated the Board on the work that has been done and additional work that needs to be done in order to apply for an Enhancement Grant of \$15,000 for architectural and engineering study and plans to renovate the Town Hall. The Board's answers to Garfield's questions will assist her in completing the application. Evans volunteered to be named Administrator, as Garfield will be the back up Administrator. Martin suggested to Garfield that she may not receive any cooperation in preparing the necessary financial documents/reports. Garfield will present these documents at the Board's next meeting.

The Board briefly reviewed and expressed to the Planning Commissioners, their concerns on a pending Ordinance – Floodplain Management as drafted by Atty Fisher.

Before tonight's meeting Al Litchfield, III reviewed the Selectboard's idea to construct individual board/committee lockable cupboards/work stations. He will give a quote on this project.

Davis will provide the Town Clerk with the necessary conformed Flood Hazard By Law pages for mailing and e-mailing as Garfield had instructed.

*Evans moved to **adjourn** the Selectboard meeting at 6:50 PM, seconded by Melis, carried by those present.*

Respectfully submitted,

Cynthia Davis, clerk for the Selectboard