

## Townshend Selectboard Meeting Minutes - February 5, 2007

### Present:

Berenice Brooks  
Alene Evans  
Henry Martin

Jeffrey Russ not present  
Irvin Stowell,  
Select Board

### Participating:

Effie Chamberlin introduced Shana Jones, CEO of OHCC; Joseph Daigneault; Kurt Bostrom, road foreman; Alexander Bartlett —Community Service Leader Brattleboro Probation & Patrol, Fredrick Hege and Patrick Crowley, Brattleboro Reformer reporter

Martin called the Meeting to Order at 7:00 PM and recognized Participating Members:

Effie Chamberlin presented Otis Health Care Center's (Grace Cottage Hospital) new CEO, Shana Jones, introductions followed. Jones is looking for the opportunity to work with the communities and to see how local government works. She did report that the lights on the upper parking lot, would be changed to those like the one at the lower parking lot, after approval to amend their ACT 250.

Anne Bernhardt of B&B Associates had phoned Martin to tell him that she would not be attending tonight's meeting. While on the phone he asked when the reappraisal would be complete so that the State can compute our new CLA because at L&G's informational meeting he saw Townshend's CLA to be the highest at \$2.32. He stressed to her that this reappraisal needed to be put on the fast track as Townshend's CLA will change our educational tax consequence. She said she'd speak with her partner, Boyle, call Martin back tomorrow and she would attend the Board's Feb. 19<sup>th</sup> meeting.

Later in the meeting Bernhardt called to report that at this time, our CLA's ranges from 1.2 to 1.05

### 1a. Town Clerk and/or Treasurer:

Treasurer's Memo reported on her upcoming on line training for Direct Deposits and her confirmation to apply for another Municipal Loan, this fall.

Town Clerk had given Evans a Resolution for BCA members to sign, regarding legislation not to allow for same day voter registration.

### 1c. Liquor Control Board:

**Martin moved to approve the 1<sup>st</sup> class liquor licenses of Windham Hill Inn and Townshend Pizza, seconded by Brooks, unanimously carried and signed by those present.**

**Martin moved to approve the 2<sup>nd</sup> class liquor licenses of River Bend Farm Market and Harmonyville Store, seconded by Stowell, unanimously carried and signed by those present.**

(Chamberlin & Jones left at 7:25 PM)

Joseph Daigneault, Treasurer for the Fire Department was seeking some Town reimbursement on the Department's purchase of new hose. The Department's budget was examined and members questioned if the Town Treasurer did reserve new equipment funds from the 06-07 budget.

He was asked to seek Department approval for the Town to sell 2 summer and 4 winter tubeless tires; and to dispose of a large barrel containing fire hose couplings. (Daigneault left at 7:40 PM)

**Martin moved to approve the Minutes of Jan 15, 2007, seconded by Evans.** Corrections: Stowell spoke to the fact that he voted NO on the town hall rental fee policy and that the new owner of the Janos property was offering the Town to hook into their septic system, **minutes approved as corrected by those present**

***Martin moved to approve the Minutes of January 16, 2007, seconded by Evans, carried by those present.***

Tabled any action on the January 29, 2007 Minutes of joint meeting with TES, until next meeting

*1b. Highway foreman* Kurt Bostrom arrived at 7:35 PM, announced that a representative from Probation and Patrol may attend to address the Board on the Town considering hiring fully insured, community service directed, personnel at \$15.00. The Town could use them to perform brush removal on Windham Hill Rd or clean up around the compactor. Members expressed concern on supervision, insurance coverage and possible payroll issues from the Town Treasurer.

Bostrom presented his draft copy of the departments' Safety Program, which is the #1 item on the VOSHA list, along with listing all hazardous materials. An Employee Personnel Policy must be in place before adoption of this Program, as well as a Safety Officer.

Windham Hill Rd project, what do you guys want to do, asked Bostrom? Stowell reminded everyone estimates are needed so that J. Alexander of District #2 can assist in completing the Grant for repairing a Class 2 highway. The chair asked that the Board thank the Town of Windham for their letter of concern regarding the condition of this highway.

At 7:50 PM Alexander Bartlett — Community Service Leader Brattleboro Probation & Patrol attended the meeting and presented everyone with a packet explaining the Community Service. Some of the topics discussed:

Offenders are:

- held accountable for their actions
- allowed to drive back and forth
- placed according to their qualifications
- supervised by hired personnel
- come fully insured
- still attend their weekly meeting with Probation

The State will invoice the Town for payment of this service, which helps support the Program.

The Board's consensus of the program was favorable. (Bartlett & Crowley left at 8:05 PM)

Bostrom further express his personal opinions on the Town's request for employees to contribute 20% of their health insurance plan. He referred to the present working conditions; compared what other towns offered for paid holidays, overtime, sick time and insurance plans not costing so much and he took exception to the wording of the Memo.

Members responses were: no other towns pay 100% of their employees health insurance; the schools and hospital employees pay a portion; they had been considering this request for the past couple of years (last year, health insurance increased 30%); they will seek other health packages but this health plan is one of the best.

Bostrom and Stowell met with Verizon representatives at Gale Rd, W. Townshend, to review their line relocation, which now crosses a ravine. Their proposed line re-location looked okay. Bostrom will be notified before they start cutting the trees.

Stowell did a site review on Verizon's Petition for pole location at 451 Grafton Rd. Stowell explained that taller poles would have to replace existing poles for underground electrical service. He saw no reason for taller poles but asked that they be located no closer than the existing ones.

Martin moved to *Pay Bills and Sign the following Orders, seconded by Evans*

SM06-07-15 \$6,629.68

SMPR06-07-14 \$6,864.35

Road Com Ords wk/ending 1/13, 1/20 & 1/27

*unanimously carried and signed by the Board*

4. Old Business

**Harwood Place** —Stowell reported that the Town only plows the length of Harwood Place that it owns. The road appears to continue up to the Ryan’s property but it doesn’t. He continued, the Town does not plow private driveways. The chair asked that Mr. Ryan be sent a letter explaining that access to his property is beyond the Town road and the Town does not and cannot plow private driveways.

**VLCT — MAP** Martin had not yet spoken with Dominic Cloud, MAP: asking him to start, after Town Meeting, his interviewing process with Town Officials: Town Clerk, Town Treasurer, Listers and whomever he feels appropriate and necessary. A letter will be sent to Cloud verifying Martin’s conversation and of the Town’s acceptance of VLCT’s agreement.

Discussion continued: members were concerned that Cloud may spend excessive hours talking with officials; understanding that he has great knowledge of municipalities and of its workplace. He has been working at it for a while and it will be money well spent.

**Certificate of Mileage** —Additional information must accompany this Certificate on discontinued (Knapp Rd) and reclassified (Acton Hill Rd off Windham Hill and Back Windham Rd) roads. Because of time constraints Davis was asked to obtain all the necessary documents, attach it to the Certificate of Mileage for signatures and mailed before February 20<sup>th</sup>

Stowell has been trying to find where the Agency of Transportation — Policy and Planning Division — Mapping Unit identified “trails” in their Jan. 5<sup>th</sup> correspondence and map.

Copied correspondence from **Valley Cares**

- to Environmental Commission - Requesting revocation of Administrative Amendment #2W1207-A - which was REVOCATED
- Dept of Housing & Comm. Progress Reports for WR Valley Senior Housing was sent —Project Impact and Outcome Performance Measures

**Harris v Charles v Harris/Malcolm/Townshend** —Attorney Fisher provided the Town with the signed Stipulation regarding the legal matter.

**Listers** —Lott & Lucier submitted requests dated Jan 31<sup>st</sup> (too late for Selectboard consideration): to increase the \$10,000 reappraisal reserve to \$20,000 and “ recommend having B&B Associates retained as consultants” .

**Date of pre-town info meeting** — Davis reported that she saw the draft of this year’s town report, which stated pre-town meeting to be Monday, Feb. 26<sup>th</sup>. The Board asked that this be corrected to Tuesday, Feb. 27<sup>th</sup>, before they are mailed out.

**Town Hall rental Policy** —Town Clerk, Bean reported to Evans 2 issues in charging rental fees: Middle School Dance and the Mommy’s Market Place — After minimal discussion **Martin moved to charge L&G for the Middle School Dance and not to charge Mommy’s Marketplace, seconded by Evans, carried by those present.**

**Town Hall parking area** —Martin had learned that the State Agency of Transportation had earlier reported to someone that parking in front of the Town Hall could not be changed, as the Town Hall building was a designated historical site. Martin will be further pursuing, possibly with VT Historic & Preservation.

**Cell Towers** —Brooks gave Martin a copy of “ Design Criteria for Property Evaluation for Cell Towers” but was unable to download appropriate forms (Evans will try) (Brooks left at 9:05 pm)

**Town Hall build-in cabinets** —Members have heard many rumors and comments on building these self-contained cabinets that were discussed at their last meeting with Planning Commission members.

**Planning Commission** —Board will wait to receive additional Letters of Interest for the vacant Lister position. Stowell’s research verified that appointments to the Planning Commission are for 4 years and the terms should be staggered. The years are not sequential.

#### 5. *New Business*

- Verizon’s Petition for pole placement 451 Grafton Rd (reported earlier in the meeting) was signed with the additional wordage - **replace as close as possible to old poles; no closer to highway**
- State of Vermont — Agency of Transportation (dated Jan 18<sup>th</sup>) — statutory obligation in reporting special weight limits
- Members had received complaints of cars parking, all day, on the sidewalk in front of the Town Hall — Agreed to send everyone a Memo restricting this “all day” parking.

#### 6. *Other Business* - no action taken by the Board

St of VT:- VSP July — Dec 06 report

VLCT’s offer to Town Officials to attend Wellness Workshop and VLCT NEWS

WRC meeting Tuesday, Jan 30<sup>th</sup> (rec’d Jan 26<sup>th</sup>)

#### 7. *Executive Session* — none at this time

#### 8. *Time of Next Meeting* — Feb. 19<sup>th</sup>

***Stowell moved to Adjourn at 9:35 PM, seconded by Evans, carried by those present.***

Respectfully submitted,

Cynthia Davis, clerk for the Selectboard