

## Townshend Selectboard Meeting Minutes- August 20, 2007

Present:

R. Michael Donahue  
Alene Evans  
Carole Melis

Henry Martin  
Jeffrey Russ  
Selectboard

Participating members:

Shana Jones, CEO, Otis Health Care Center & Effie Chamberlin and a rep. from Lane Const.; Matt Mann, Windham Regional Comm.; Elizabeth Garfield, Planning Commissioner, Fredrick Hege, Rescue; Anita Bean, Town Clerk; Michalina Wasung, Town Treasurer; Kurt Bostrom, road foreman and Walter "Bo" Royce road crew.

The Chair called the **Meeting to Order** at 7:00 PM and recognized participating members:

**Shana Jones**, CEO Otis Health Care Center (OHCC) spoke about the various community and wellness programs being offered at OHCC, free or with a minimal fee. She asked the Board for suggestions of other programs that would assist the community. Martin offered the use of the Town's Web Site to announce their activities Jones and Chamberlin left at 7:10 PM.

*Martin moved to suspend rules to open **bids on paving**, seconded by Evans, unanimously carried by the Board.* Martin opened and read the bids:

Lane Construction Corporation	\$54,988	\$58.25 a ton in place
Springfield Paving	\$62,168	\$59.72 a ton in place
Bazin Brother's Trucking, Inc.	\$	\$66.20 a ton in place
Frank W. Whitcomb	\$67,581.82	\$64.92 a ton in place

Bostrom wanted the paving to start no later than the end of September as the highway dept. needs to replace a culvert on Athens Rd and the East Hill Bridge needs to be finished. *Martin moved to accept Lane Construction's bid of \$54,988, seconded by Russ, unanimously carried by the Board.* Bostrom volunteered to notify the unsuccessful bidders.

**Matt Mann, Windham Regional Commission (WRC)** reported on:

- West Townshend's Glare Barrier:
  - each year WRC prioritizes projects and tonight they were asking that Townshend consider removing West Townshend Glare Barrier project, which was built as a temporary structure built over ten years ago. WRC had three recommendations: move the location of Rte 30's centerline (building a bigger bridge); or change its looks, or to add landscaping. The chair briefly recapped the history of this "glare barrier" and he personally was hesitant to take it off their list, as the State is responsible for its repair and if it is removed the Town will be giving up a seat at the table. The Town has not received any complaints or concerns from the residents. They appear to have accepted the object and have gotten used to

seeing it. The Town will not benefit from removing the Glare Barrier from WRC's list, and will not do so until more information is provided.

- Nov. 2005 Traffic Study on:
  - Riverdale Road resulted in average vehicular speed limit to be 35 mph
  - Rte 35, ¾ of a mile from the intersection of Rtes 30 and 35, average speed was 53 mph. This high speed concerned the Board and asked their clerk to start the procedure to change the speed limit ordinance on Rte 35. Mann left at 7:50 PM

**Health Insurance/Cafeteria Plan:** Anita Bean, Town clerk, called Dave Davis and using the speaker phone he explained the Cafeteria Plan and answered all questions. The Town insured employees liked option #2 in the Cafeteria Plan, which allows the participants to set aside an estimated amount of money to be held for their medical bills,. The unspent or remaining money in the participants account will be forfeited at the end of the calendar year, Dec.31<sup>st</sup>.

Should the Town accept the plan, Davis instructed the Selectboard to approve their prepared Resolution, suggesting the effective date be September 1<sup>st</sup>. At 8:25 PM the "conference call" ended.

The Town Treasurer apologized:

- to Walter "Bo" Royce's, road crew, for not deducting the insurance costs on the 17<sup>th</sup>.
- And for not proceeding, in a timely manner, to establish direct deposit for the road crew wage, as she had too much to do. Wasung said she would follow through tomorrow by calling BankNorth to set up their direct deposit.

**Robert Crego**, of Valley Cares (VC), had prepared packets for an additional request of \$228,000 from the Vermont's Community Grant Program (VCGP) #0226 / 051G (05) . *Martin moved that the Board approve Valley Care's second grant requisition from the VCGP in the amount of \$228,000, seconded by Donahue, unanimously carried by the Board.*

Crego's second request dealt with another enhancement grant of \$49,000 from the VCGP through Betty Boutin. Martin's concern was that should the Town apply for a Grant, these grants for VC would be applied against us. After discussion Crego will obtain written State clarification as to how the Town would be affected, should it want to apply for a Grant. *Melis moved that upon receipt of written confirmation from Beth Boutin of Vermont Community Development Program that the granting of these enhancement grants, requested by Valley Cares will not adversely affect Townshend in applying for future grants to allow Henry Martin, chair to sign Valley Care's enhancement grant of \$49,000 seconded by Russ, unanimously carried by the Board.* Crego and Wasung left at 8:35 PM.

**Planning Commissioner (PC)**, Elizabeth Garfield updated the Board as to the status of the Flood Hazard By Laws and when they should be in effect. Garfield had re written sections from the Jamaica By Law that should be considered for inclusion in Townshend's.

Garfield also addressed the PC's position on OHCC's access/egress to the construction of their new "barn/storage shed" represented in their application to amend their ACT 250. The PC had considered this access/egress to be just a logging road. Garfield left at 9:20 PM

**Rescue** Rep, Fredrick Hege presented copies of newspaper articles of Rescue. He asked the Board to prepare a list of questions for direct response from David Dunn. Hege will see when Dunn is available to attend a Selectboard meeting. Hege left at 9:22 PM.

The Town Clerk, Anita Bean gave a scenario of what she had encountered regarding a Driveway Access off Simpson Brook Road, not submitted by the land owner of record. Melis agreed to draft a letter notifying the applicant that the permit was void.

The Board addressed issues with the **Road Foreman**, Kurt Bostrom:

- fountain not running
- getting rid of the gasoline tank, perhaps offer it to the Fire department
- questioned the circumstances surrounding Ed Smith's late payment of his vacation/sick pay
- Selectboard is awaiting road crew response regarding the draft Personnel Policies.

Bostrom and Bean left at 9:45 PM

*Martin moved to approve the **minutes of August 6<sup>th</sup>**, seconded by Russ. Comments and corrections were made by Melis who *moved to accept the corrected minutes, seconded by Martin, unanimously carried by the Board.**

*Martin moved to approve the **minutes of August 7<sup>th</sup>**, seconded by Russ, Evans made one correction; Martin moved to approve the corrected minutes of August 7<sup>th</sup>, seconded by Evans, unanimously carried by the Board.*

*Martin moved to **table approving the July 16<sup>th</sup> minutes** until September 7th's meeting, seconded by Evans, unanimously carried by the Board.*

*Martin moved to **Pay and Sign the following orders**, seconded by Russ,*

SM07-08 #3	\$2,951.26
SMPR07-08 #3	\$2,165.66

*unanimously carried and signed by the Board.*

## Old Business

**Flood Hazard Ordinance** – Melis reported she had reviewed with the Town's attorney, Robert Fisher what the Town was hoping to achieve in enforcing the Flood Hazard ByLaw ordinance. He will present the draft ordinance by September 28<sup>th</sup>.

**Windham County Sheriff Department (WCSD)** – Martin again informed Lieutenant Heidi Nelson of the WCSD of Townshend's needs and concerns regarding a new contract with the Department. She advised that Sheriff Clark will be attending the Board's September 4<sup>th</sup> meeting.

### Workshops:

1. Personnel Policies – September 10<sup>th</sup> at 6:00 pm
2. Land Committee to give a review to the Board on Taft Meadows, after the Selectboard's 6:00 PM, September 10<sup>th</sup> Flood Hazard ByLaws public hearing

**New Business:** none at this time

### Other Business:

- St of VT – Drawert's Project Review Sheet
- VLCT brochures: Town Fair and News
- CTRiver Trans requesting their Social Service money – TOO EARLY
- VSP Report – 7/1 - 8/16

**Executive Session:** not at this time

**Time of next meeting:** Tuesday, September 4, 2007

*Russ moved to **adjourn** at 10:45 PM, seconded by Melis, unanimously carried by the Board.*

## **Townshend Selectboard Meeting August 22, 2007 at 6:00 PM**

attending the Planning Commissions Public Hearing on Flood Hazard ByLaws.

At a warned meeting, the Selectboard, Alene Evans, Henry Martin, Carole Melis & Jeffrey Russ, attended the Planning Commission's properly noticed public hearing to review the State approved federal Flood Hazard By Laws.

At 6:40 PM representatives from VELCO, Kerrick Johnson and Ralph Rome were scheduled to address both entities with a brief presentation of VELCO's new proposal to build

another electrical line, west of the existing one, within their right-of-way. Many questions were answered and concerns heard by the VELCO reps. Johnson and Rome left at 7:05 PM

The PC continued to meet to consider any changes to the Flood Hazard ByLaws.

At the Selectboard's meeting *Martin moved to approve the Resolution, which accompanies the health insurance/cafeteria plan, seconded by Evans, unanimously carried by the Board.*

The Selectboard remained to receive the Planning Commission's approved Flood Hazard ByLaws at 7:30 PM. After reviewing the document *Martin moved to accept the Planning Commission's Flood Hazard ByLaws and to have a public hearing on September 10<sup>th</sup> at 6:00 PM to adopt the ByLaws, seconded by Melis, unanimously carried by the Board.*

***Adjourned at 7:40 PM.***

Respectfully submitted,

Cynthia Davis, clerk for the Selectboard.