

Selectboard Meeting Minutes - October 2, 2007

Present:

Alene Evans Carole Melis
Henry Martin Jeffrey Russ, Selectboard

Participating Members:

David Dunn, Rescue w/Fredrick Hege in executive session;
Kurt Bostrom and Rick Hege.

At 7:00 PM Martin called the **Meeting to order** and made a motion to move into Executive Session under Title 1, Section 313 contractual matters, seconded by Evans, unanimously carried by the Board.

At 7:55 PM Martin moved to come out of Executive Session, seconded by Melis, carried by the Board.

The chair then reopened the public meeting.

1a. Town Clerk and/or Treasurer: TR provided financial statement of payment to VSP and her 2 page MEMO.

1b. Road foreman, Kurt Bostrom reported:

- Ed Smith injured his knee last weekend and will be out all week;
- The Town needs to do prevention on bad trees on the Windham Hill Rd, as the Town would be liable for any damages.
- He attended a seminar on diesel engines learning about all the changes in the engine.
- Received a copy of the final FEMA reports;
- He has been leaving messages with Michele Gibson of Verizon re: their claim of damaged property
- Gas tank has been pumped out. He was told by the Barrow's driver how much gasoline the Town used: this year 250 gallons; last year 240 gallons
- The crew will be attending the Oct 11th Town Fair
- He has started getting prices on purchasing a backhoe
- Walter "Bo" Royce told Bostrom that when he appeared at the Town Treasurer's office to pay for his health insurance, the Town Treasurer informed him that she was too busy to calculate what he owes.
- Paving is done and the Town will fix its shoulders.
- O'Brien would blacktop the road surface of the West Townshend/Back to Windham Rd, bridge.
- Martin asked Bostrom to attend to the road surface at the intersection of Taft Rd and Crane Mtn.
- Discussed with the Board the handling of solid waste.

Martin moved to pay the Highway Orders for the weeks ending 9/22 and 9/29, seconded by Evans unanimously carried and signed. Bostrom left t 8:15 PM

Martin moved to approve the **Minutes of September 17, 2007** seconded by Evans. Additional wordage was added to ratify the changes made to the Cafeteria plan. After discussion, Martin moved to approve the amended minutes, seconded by Russ, unanimously carried by the Board.

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

SM07-08 # \$11,151.59 + \$557.32
SMPR07-08 # \$ 3,406.09

Comments made during the review of invoices: the amount of miles used by the Treasurer's office, maybe exploring a closer bank; hours paid; and will instruct the Treasurer to remove Bostrom from the Town's health insurance, effective July 1st.

Martin moved to pay Valley Care's scheduled financial request of \$228,000 from the Vermont Program Grant, seconded by Russ, unanimously carried by the Board.

4. Old Business:

The chair had many questions on the State Municipal Loan prepared by the Treasurer. *Melis moved to authorize Martin to sign for the Municipal Loan, after he receives acceptable answers to his questions, unanimously carried by the Board*

Martin then moved to instruct the Town Treasurer to apply this money to the appropriate truck loan, seconded by Russ, unanimously carried by the Board.

Davis has posted the Public Hearing re: new Town Barn and reported that someone is removing posted Selectboard meetings.

The Vermont Leagues of Cities and Towns (VLCT) will be asked if our blanket insurance coverage includes the Common?

Martin believes that the issue of the Gazebo should be put before the voters on next year's town warning.

Martin moved to sign the Bus Fuel Agreement prepared by the Townshend Elementary School Board seconded by Melis, unanimously carried by the Board.

Davis was instructed to send a copy of VLCT's loss runs of Townshend to Hugh Campbell of Massamont .

Selectboard's Memo to the Town Treasurer included:

- to submit the names and quotes of cleaning the duct work, including washable filters and was asked to identify the funding source and provide accurate accounting
- She was told that Davis will pick up her photocopied documents requested by the Selectboard in her certified letter.
- She was asked to check her numbers on previous gasoline usage as she has implied misuse of reporting the gallon used
- The Selectboard spoke of an existing phone jack, just out front of her office, that her assistants could use
- She was instructed to set up time with Bo for him to come in and pay his health insurance because she told him that she was too busy to deal with it when he appeared at her office.

- The Board did not take into consideration her typed amendment on the Heins Home Article. Consequently, she was instructed to read the approved 2007 Town Meeting minutes. The Board passed on taking action on her prepared Local Agreement.

The Board will hold a workshop on Tuesday, October 9th to review the draft Personnel Policy beginning at 6:00 PM. Evans will have fine tuned the draft.

Members agreed at 7:30 PM to interview prospective candidates for the vacant Select Person position.

Direct deposit of pay checks has been established.

Otis Health Care Center has asked for an extension in filing their project. Their changes include building an emergency exit road from their upper parking lot down to Rte 35. The Planning Commission wrote a letter expressing their concerns on this new project and addressed certain Act 250 criteria. The Board agreed to submit a letter supporting the Planning Commission's response.

Evans' has a copy of Municipal Planning Grant Program 2008 – Town Hall

Martin motioned to instruct the Town Treasurer to setup a reserve for the Lister's, these funds can only be used for Lister education, seconded by Melis, unanimously carried by the Board.

Martin motioned to instruct the Town Treasurer to setup a reserve for the Town Clerk for monies from the Election Grant, seconded by Evans, unanimously carried by the Board.

Ellie Lemire and Hedy Harris of the Social Service Screening Committee asked the Board to appoint, until March, Susanna Palmer to the committee, *the chair so moved, seconded by Melis, unanimously carried by the Board.*

Davis was instructed to get verbal fuel quotes now.

Russ reported that the Fountain was not working because of an electrical problem.

Martin spoke of his visit with Brud Sanderson, member of the now defunct Land Committee, who reported that there are Act 250 conditions on Janos' permit of not having use of their land behind the building and limited used land to the brook.

5. New Business

The Board received CVPS's application to amend LUP #21073 (TA)

Davis was appointed chair to complete the date asked by the US census, *so moved by Martin seconded by Evans, unanimously carried by the Board.*

VLCT has sent their 2008 Renewal Application for completion.

Russ will discuss with Stowell the information to apply for an Ancient Rd Grant.

No Board action was taken on: Attorney Fisher's September 18th letter re: hiring an accountant and bookkeeper and the availability of VT Rural Fire Protection Gear Grants

Martin expressed the Board's inability to procure financial documents and transactions from the Town Treasurer. So the Selectboard is seeking to hire a professional accountant and bookkeeper, as needed, to fulfill the Board's obligations to prepare for the voters a 2008-09 fiscally responsible budget .

6. Other Business

- Dept of Environmental Conservation Water Quality Division has received Townshend's adopted Flood Hazard By Law
- VLCT's request for the Town to name a resident for a Distinguished Service & Outstanding Achievement Award
- RiverTransit & HCRS requesting their Social Service Committee money
- Calvary Chapel – 2005 denial of application
- Valley Crane Service – Certificate of Liability Ins.

At 10:25 PM Martin moved into **Executive Session** under Title 1, section 313 to discuss personnel, seconded by Russ, carried by the Board.

Russ moved out of Executive Session and to adjourn at 10:35 PM, unanimously carried by the Board.

8. Next regular Meeting – October 14th

Respectfully submitted,

Cynthia Davis, clerk for the Selectboard