

Townshend Selectboard Meeting Minutes - December 4, 2006

Present:

Berenice Brooks Jeffrey Russ
Alene Evans Irvin Stowell
Henry Martin (on vacation) Select Board

Participating Members:

Carolyn Laning, Kimberly Liebow & Jennifer Joyce, Auditors
Richmond Hopkins, VSP and Kurt Bostrom, road foreman

Vice Chair Stowell, ***called the Meeting to Order at 7:00 PM and recognized Participating Members:***

The Auditors reported and presented for Selectboard review their documented corrections to last year’s town report; copies will be available for residents before town meeting and these corrections will be posted about town; they will submit pertinent information for the Town Clerk to post on line. Laning reported that, last year, the Town entered into a 2-year contract with Repro Digital to print the town reports, they have agreed to the increased size, 8 1/2 x 11. She asked that all non-financial reports be submitted to them during the 1st week of January.

Liebow requested a correction to the November 18th meeting minutes: that the work they perform was not a waste of time but hiring a professional auditor, with more accounting knowledge, could be money better spent. Auditors left 7:25 PM

Vermont State Trooper Hopkins brought a packet showing the contractual work performed thus far. He did note that they were slow in getting started as the Barracks still remains down 2 people.

The reports itemized: the number of calls; vehicular stops; tickets; VCVC; fines; responses to citizen disputes; DUI’s. Townshend escaped the rash of burglaries performed in surrounding towns such as Guilford, Dummerston; VSP anticipates the number of cases for investigation to top over 4,000.

On another note, Trooper Hopkins spoke about the success and knowledge obtained when meeting with the Community Advisory Board. He is working jointly with Townshend Elementary and Leland & Gray to create a “school crisis” plan. He believes the Emergency Management will oversee the implementation of this project as the State Department of Education is not equipped or does not have the available funds.

He will prepare a short paragraph for inclusion in this year’s Town Report. The Board expressed their appreciation of him keeping the Town up-to-date. Trooper Hopkins left at 7:40 PM

Road Foreman, Kurt Bostrom reported that:

- the road crew is fully staffed and healthy;
- his purchase of additional pagers was received;
- this last weekend he and J. Daigneault worked a couple of hours clearing roads of downed trees

Crushing — need some; he has been using the remnants of past screened gravel on muddy roads

- Truck #8’s anticipated chassis delivery — Dec. 15th.

- He spoke directly with those at the VC construction site on the issue of there being excessive parking on both sides of the Grafton Rd.
- Received verbal approval to purchase a new chain saw from Ron's Husquvarna
- Will be repairing the under drain on Windham Hill and the culvert near C. Murraray's.
- Stowell reported that appropriate driveway access permits have been approved for Valley Cares and C. Marchant's lot. Bostrom left at 8:00 PM

1a. Town Clerk and/or Treasurer: Town Treasurer provided copies of her e-mail relating to our pending MuniLoan: They did not meet 12/12; but the e-mail implied they saw no reason our loan would not be approved

1c. Board of Health: no report

*Stowell moved to approve the corrected **Minutes of November. 20, 2006**, seconded Brooks*

Previously submitted change from: Charles Marchant requested change in 11/6 minutes: VC — he'll be on VC's site 3-4PM not 1-3; Auditor's request

Unanimously carried by the Board.

3. Pay Bills and Sign Orders

SM06-07 - 11 \$6,344.63 — 363.83 \$5983. plus tax refund 868.70 and 2006 Social Services \$16,021.
 SMPR06-07 - 10 \$2,936.16 Road Com Ords wk/ending 11/18 & 11/25

Board members expressed their concern on paying for additional computer expense to the Town Treasurer's personal lap top: installing software; gl; and a new printer. The Town Treasurer has made no attempt to communicate or inform the Board of her using her own lap top computer. Members were very concerned of town business (paperwork, documentation on financial matters) being taken from the Town Hall. After discussion *Stowell moved to not pay NEMRC for the new printer & software services until the Town Treasurer explains these expenses and where the funds are coming from to pay for all of these expenses, seconded by Evans, carried by the Board*

Stowell moved to pay the adjusted 07-11 pay order, payroll and sign the Road Commissioners Orders, seconded by Russ, unanimously carried and signed by the Board.

4. Old Business

Act 268 —Stowell completed the reply to VT Policy & Plan

Common:

Fountain —has been winterized by Russ

Skating Rink —Members were surprised to see the installation of the Elementary skating rink upon the Common; Russ responded that he had spoke with the chair but apparently not to the Board. Members requested that permission should be first obtained before anything is done or put upon the Common.

Policies —Evans left the completed Town Hall use policy at home will bring it to next meeting.

Handyman —Before Martin left he showed the new handyman, F. Bailey, around the Town Hall building, explained some of his duties and introduced him to Town Hall personnel

November 29th Executive Session —*At 4:30 pm, Martin moved the Selectboard into Executive Session, Title 1, Section 313 to discuss personnel issues inviting ~~Donald~~ Dominic Cloud of VLCT Municipal Assistant Center and Cynthia Davis, carried by the Board (Brooks not present)*

At 6:30 PM Martin moved out of Executive Session, seconded by Russ, carried by the Board.

Tonight, as a result of this Executive Session, Stowell moved that the Town has asked assistance from VLCT's Municipal Center to aid in the furtherance of our local government into possible town manager form, seconded by Evans, unanimously carried by the Board.

Forum WEB info —Hege volunteered to assist in creating a page that will contain descriptions of all Town positions (elected or appointed).

5. New Business

- The Board discussed Windham Regional Commission's letter dated 10/20 (rec'd 11/27) requesting Town's support to continue the Rte 30 Traffic Study. After minimal discussion the Board agreed to support the continuation of this study by the Vice Chair signing the bottom of the letter
- USDA 11/20 correspondence presented the availability of Community Facility & Grant Programs; members believed these grants to be just low interest loans; will further investigate.

6. Other Business

St of VT: - Waste Mgmt Div: Patricia Hastings subdividing: lot 1 3.6 with house; lot 2 10.29 - Stowell has issues with this application, as he read it aloud — Hastings septic system is of non compliance, does meet Town or State requirements. Davis was asked to inform the Environmental Commission of this information and should the Board have to act upon this in house review, to recess this meeting to tomorrow.

Townshend Historical reported how Browns River Bindery will be handling the transporting of documents for restoration, all at their expense.

7. Executive Session — none at this time

8. Time of Next Meeting —Dec. 18, 2006

Brooks moved to **recess at 9:10 PM to tomorrow night**, seconded by Russ, unanimously carried by the Board.

Respectfully submitted,

Cynthia Davis, clerk for the Selectboard

