



# TOWN OF TOWNSHEND

Selectboard

PO Box 223 Townshend, Vermont 05353

## SELECTBOARD MEETING MINUTES

January 13, 2026 6:00 PM

Townshend Town Hall

Approved: 1/27/26

**Present:** Allie Evans, Nick Suarez, Katie Marrow, Steve Frisk, Rob Wright

**In Attendance:** Brian Guerrino - BCTV, Jeremy Z., Connie Holt

**Members of the Public:** Tim Jones, GMP, Carol Weston, GMP, Khristine Karlson, GMP, Rick Matschke, Warren Beattie, Paule Newton, Susan Hunt, Laura Richardson, Helen Holt, Shaun Marrow.

1. **Meeting Call to Order:** Evans calls the meeting to order at 6:02pm and reads meeting decorum.
2. **Approval of Minutes:** Frisk makes a motion to approve the December 23, 2025, meeting minutes. Wright seconds the motion. Motion carries 5-0-0.
3. **Additions and Deletions:** Evans reads the additions & deletions to the agenda
  - a. Executive Session: 313(4) – personnel
  - b. Town Hall use request
  - c. Property Dispute: Oberhill Road
  - d. Treasurer's request for a Town Clerk credit card

Marrow makes a motion to move Colin Bratton from Windham Regional Commission to the Members of the Public section. Suarez seconds the motion. Motion carries 5-0-0.

#### 4. **Members of the Public:**

- a. Tim Jones – Green Mountain Power: Powers gives a recap of the hardening the lines project for 2025 in Townshend. He thanks the town for their partnership. He gives a summary of the 2026 project: small portion of Windham Hill, Grafton Rd from garage up Athens Road, Peaked Mountain Rd up to Big Picture Farm, Rt30 from Highschool to the Hospital. He requests that the Selectboard approve a contract with GMP. Suarez makes a motion to approve the contract with GMP. Frisk seconds the motion. Motion carries 5-0-0.
- b. Colin Bratton, Windham Regional Commission: Bratton describes the University of Vermont program for engineering design. The University program is designed to give services to towns while student fulfill their course requirements. He is proposing UVM students, in the program, design a pedestrian infrastructure in Townshend at no cost to the Town. The final report will be May 2026. Wright makes a motion to use UVM students to design a pedestrian design. Suarez seconds the motion. Motion carries 5-0-0.

#### 5. **Correspondence:** None

#### 6. **Warrants:** Wright makes a motion to approve warrants 1- 9.

Payroll I

\$14,741.44

Payroll I Taxes	\$7,145.83
Payroll II	\$16,931.02
Payroll II Taxes	\$4,925.95
General Fund	\$361.73
General Fund	\$16,855.63
Highway	\$145.95
Highway Equipment	\$50,552.22
Library	\$75.16
<b>Total:</b>	<b>\$111,734.93</b>

Suarez seconds the motion. Motion carries 4-0-1.

#### 7. Reports:

- a. **Highway:** Zumbruski reports that this past week they did a bunch of inventory work and tree inventory for a grant. The weather is keeping the crew busy. Truck 2 is in the shop for transmission, coolant, and airbag issues. Evans requests if the crew could shovel the back stairs to Town Hall. Zumbruski agrees. Evans asks Zumbruski to check the speed signs to make sure they are working.
- b. **Treasurer:** Evans reads the Treasurer's report. There is \$605,352.22 in the municipal investment fund, and \$30,000 in the checking account.
- c. **Town Clerk:** Evans gives the report. In the last two weeks of December the clerk took in \$1,645 in fees and services.
- d. **Chair:** no report
- e. **Grant Coordinator** - report given second meeting of the month

#### 8. Old Business:

- a. Highway FY27 proposed budget: Frisk makes a motion to use the highway dept surplus to offset taxes. Wright seconds the motion. Frisk modifies his motion to use \$17,000 of the highway department surplus to offset taxes. Suarez seconds the motion. Motion carries 3-2-0. Marrow makes a motion to approve the proposed highway budget for FY27. Suarez seconds the motion. Motion carries 4-1-0.
- b. General Fund FY27 proposed budget: Suarez makes a motion to approve the proposed General Fund Budget for FY27. Frisk seconds the motion. Motion carries 5-0-0.
- c. Friends of the Town Hall Article: Suarez makes a motion to approve the Friends of Town Hall & Opera House special article for town meeting. Frisk seconds the motion. Motion carries 3-2-0.

#### 9. New Business:

- a. Town Warning for Town Meeting: Suarez makes a motion to approve the Town Warning for Town Meeting 2026. Frisk seconds the motion. Motion carries 5-0-0.
- b. Cory Ciklin - reimbursement for clock repair: Suarez makes a motion to approve reimbursing Cory Ciklin for the town hall clock repair. Wright seconds the motion. Motion carries 5-0-0.

- c. Construction of additional cabinet for Town Hall: Suarez makes a motion to construct an additional matching cabinet for town hall. Wright seconds the motion. Evans summarizes that the cabinet would hopefully be constructed this fiscal year with the funds coming out of the Town Hall Reserve. Motion carries 5-0-0.
  - d. University of VT proposal for sidewalk scoping: see above
  - e. Town Hall use request: Marrow makes a motion to approve the Lynch's request to use Town Hall on 4/30/2026 contingent on insurance certificate being provided, and Allie signing on behalf of the Board. Suarez seconds the motion. Motion carries 5-0-0.
  - f. Property Dispute: Oberhill Road: Board discusses the dispute between property owners on Oberhill. Evans brings to the Board's attention that the road went from a Class 3 road to a class 4 road to a private road. She states that she does not think it is a town issue. The Board agrees to pass over the issue.
  - g. Treasurer's request for a Town Clerk credit card: Board discusses and decides to leave the credit card as is.
10. **Executive Session:** 313(1.e) and 313(4) – personnel: Suarez makes a motion to move to executive session for a legal and a personnel matter per the statute. Frisk seconds the motion. Motion carries 5-0-0. The meeting is moved to executive session at 7:19pm. Marrow makes a motion to reconvene the regular meeting. Suarez seconds the motion. The regular meeting is reconvened at 8:00pm. Evans reports that a personnel issue was discussed and no decision was made. She reports that potential legal matter was discussed and no action is taken.
11. **Next Regularly Scheduled Meeting:** Tuesday, January 27, 2026 at 6:00pm
12. **Adjournment:** Wright makes a motion to adjourn. Frisk seconds the motion. Motion carries 5-0-0. The meeting is adjourned at 8:00pm.