



TOWN OF TOWNSHEND

Selectboard

PO Box 223 Townshend, Vermont 05353

SELECTBOARD MEETING AGENDA

June 23, 2026 6:00 PM

Townshend Town Hall

Approved: 7/14/26

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

In Attendance: Jan Vanoene-BCTV, Jeremy Zumbruski, Connie Holt

Members of the Public: Dale West, John Evans, Scott Dorman, Laura Richardson, Shaun Marrow, Christine Heye, Randy Clark

1. **Meeting Call to Order:** Suarez calls the meeting to order at 6:04pm
2. **Approval of Minutes:** Evans makes a motion to approve the June 9, 2026, meeting minutes. Marrow seconds the motion. Motion carries 5-0-0.
3. **Additions and Deletions:** None
4. **Members of the Public:** None
5. **Correspondence:**
 - a. Cory Ciklin email: Wright makes a motion to approve the decorations to Town Hall for July 4th. Frisk seconds the motion. Motion carries 5-0-0.
 - b. Sheriff Mark Anderson correspondence: Suarez brings the letter and request to the Boards attention and moves the issue to the next selectboard meeting.
6. **Warrants:** Wright makes a motion to approve Warrants Vote #1 – Payroll & Payroll taxes in the amount of \$14,360.16. Frisk seconds the motion. Motion carries 4-0-1. Wright makes a motion to approve Warrant Vote #2 in the amount of \$33,365.88. Marrow seconds the motion. Motion carries 5-0-0.
7. **Reports:**
 - a. **Highway:** Zumbruski reports that the Windham Hill Road Tree Project is under way. Road closures should be expected. Zumbruski requests to roll over his un-used PTO. Wright makes a motion to move Zumbruski's unused PTO to fiscal year 2027. Frisk seconds the motion. Motion carries 5-0-0.
 - b. **Treasurer:** no report
 - c. **Town Clerk:** The clerk took in \$2,084.00 in fees in services in the first half of June.
 - d. **Chair:** None

- e. **Grant Coordinator:** Marrow gives an update on the grant work:
 - i. West Hill Streambank: Zumbruski is meeting with ANR and contractor to go over the project.
 - ii. Bridge 43 deck replacement project is to commence in August.
 - iii. Bridge 41 engineering study bids open at the next meeting.
 - iv. Windham Hill Road tree removal project – underway
 - v. Sign Package Award: still working to see what they offer and the process
 - vi. Guardrail grant – still waiting to hear.
 - vii. Stormwater culvert replacement grant for \$48,000.00. Marrow requests that the Board authorize Nick to sign grant agreement. Frisk makes a motion to authorize Suarez to sign agreement not to exceed \$48,000.00. Wright seconds the motion. Motion carries 4-0-1.
 - viii. Grants in Aid: Jeff Nugent reviewing roads for grant work.
 - ix. VT Historic Preservation Grant: have waited the year and can apply again.
 - x. Temporary Highway Lighting grant: reapplying
 - xi. Rigid Roadway Equipment grant: applying
- f. **Auditor's Recommendations Report** – 1st meeting of the month
- g. **Committee reports:**
 - i. Policy Committee: Evans reports that the committee is still reviewing. May present to the Board at the July 14th meeting for direction.
 - ii. Evans reports that work on the common lawn continues. John Evans and Tim Massucco will be applying a third application of fertilizer in a few weeks.

8. Old Business:

- a. Treasurer position scope of duties for remainder of term: Holt summaries the reason behind the document with two options. Wright and Evans suggest the Selectboard take the options out to discuss with a list of people we should reach out to and come back to the next meeting with outcome of conversations.
- b. Truck bids: The Board discusses the summary and recommendation document. Evans makes a motion to direct the Highway Committee to investigate financing for the Claremont Ford truck. Marrow seconds the motion. Motion carries 5-0-0. Evans makes a motion to direct the Highway Committee to investigate financing on the HP Fairfield 10 wheel dump truck. Marrow seconds the motion. Motion carries 4-1-0.
- c. Debris Clean up – Acton Cemetery/ roll over tree management funds: Marrow makes a motion to roll over the Tree Maintenance fiscal year 2026 funds to Fiscal year 2027 for

the use of the Acton Cemetery debris removal. Evans seconds the motion. Motion carries 5-0-0.

9. New Business:

- a. Town Hall/Common Use request: none
- b. VTrans certificate forms: Evans makes a motion to sign the VTrans road certifications. Wright seconds the motion. Motion carries 4-1-0.
- c. Trash compactor system: Board decides to move forward on drafting an RFP.

10. **Executive Session:** Marrow makes a motion to move to executive session for V.S.A 1§313(a)(3) appointment or employment or evaluation of a public official or employee. Evans seconds the motion. Motion carries 5-0-0. The regular meeting is moved at 7:54pm. Wright makes a motion to end executive session and reconvene the regular meeting. Marrow seconds the motion. Motion carries 5-0-0. The regular meeting is reconvened at 8:10pm. Suarez reports that there is no decision being made and therefore nothing to report.

11. **Adjournment:** Marrow makes a motion to adjourn. Wright seconds the motion. Motion carries 5-0-0. Meeting is adjourned at 8:10pm.

12. **Next Regularly Scheduled Meeting:** Tuesday, July 14, 2026 6:00pm