



# TOWN OF TOWNSHEND

Selectboard

PO Box 223 Townshend, Vermont 05353

## SELECTBOARD MEETING MINUTES

August 25, 2026 6:00 PM

Townshend Town Hall

Approved: DRAFT

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

Not Present: Rob Wright

In Attendance: BCTV Tech, Connie Holt, Jeremy Zumbruski

Members of the Public: Laura Richardson, Pam Corbett Cheryl Campbell, Jacob Settle, Dale West, Elisha Stratford, Mike Hopta, Scott Dorman, Christine Heye, Ken Heye, Rick Matschke, Liza Martin, Mary Morgan, Susan Hunt, Cory Ciklin, Bob DeSiervo, Jay Settle, Paula Newton, Meeghan Lefebvre

1. **Meeting Call to Order:** Suarez calls the meeting to order at 6:05pm
2. **Approval of Minutes:** Motion to approve the August 12, 2026, meeting minutes. Seconded. Motion carries 4-0-0.
3. **Additions and Deletions:** None
4. **Members of the Public:**
  - a. Cory Ciklin: asks questions regarding the increase in the tax rate, the plan to execute the Weisner report for town hall, and the town website. The Board responds to his questions.
  - b. Scott Dorman: asks about the conversation with Laura Richardson regarding the right of mowing. Zumbruski reports back.
  - c. Susan Hiunt: states the website is under utilized and volunteers are available to help.
  - d. Paula Newton: asks who is writing check. Board responds.
  - e. Bob DeSiervo: reads a statement regarding bonding.
  - f. Elisha Stratford: brings to the Board's attention that she does not think the town is in compliance with the reappraisal.
  - g. Bob DeSiervo: makes a statement that some tax bills weren't sent out. The Board responds.
  - h. Liza Martin: asks why her house value has gone up. The Board responds

**5. Correspondence:**

- a. Windham regional Commission: Suarez announces there will be an additional public hearing on 9/21/26 at 6pm in Brattleboro regarding Windham Regional Plan

**6. Warrants:** Evans makes a motion to approve the payroll warrants of \$14,016.59 and payroll taxes warrants of \$4,297.80. Frisk seconds the motion. Motion carries 3-0-1. Evans makes a motion to approve the General Fund and Highway warrant of \$52,862.39. Frisk seconds the motion. Motion carries 4-0-0.

**7. Reports:**

- a. **Highway:** Zumbruski reports that the roadside mower has been down. They are waiting for parts. The company has agreed to extend the rental. He reports that Bridge 43 repair start date has been pushed back to due the delay in materials. He reports that the VTrans Grants in Aid road work is going well. He reports that he in attending meetings to investigate creating a town cooperative salt purchasing. A multi town bid is being developed. He will report back to the Board. He reports that he is in conversation with Glen Beattie about the details of the town pumper and value in order to put the decommissioned pumper out to bid.
- b. **Treasurer:** Holt reminds the Board that Wednesday, August 26<sup>th</sup> is tax collection day.
- c. **Town Clerk:** Suarez reports that the clerk took in \$1,360.00 in the first two weeks of August.
- d. **Chair: none**
- e. **Grant Coordinator:** Marrow reports on the status of her work.
  - i. Cat C Slope Stabilization: ANR doing visit to site prior to commencement of project.
  - ii. Bridge 43 repair: delay in start date due to a delay in materials.
  - iii. Bridge 41: re-issuing the RFP 9request for proposals)
  - iv. Caring for canopies; finagling the closing out documentation and submitting.
  - v. Sign package Award: Jeremy is in the process of ordering signs.
  - vi. Guardrails grant: currently there is a review being done and then grant agreement will be sent to the town.
  - vii. East Hill Scoping Study: TAP grant. Have been awarded the grant. Requesting the Board sign the grant agreement.
  - viii. Fiscal Year 26 Grants in Aid: roadwork in progress.
  - ix. Fiscal Year 27 Grants in Aid: requesting the Board sign the grant agreement.
  - x. Cyber training: it is a services grant. Katie, Helen have attended the first session. Connie will attend in the future will attend.

- xi. Historic Preservation grant: applied for a grant for the windows at Town Hall. They have confirmed that they received the application.
  - xii. Municipal Planning Grant opens in October. The Board will need to decide if the town applies.
- f. Auditor's Recommendations Report** – 1<sup>st</sup> meeting of the month
- g. Committee reports:**
- 8. Old Business:**
- i. Policy Committee's request for action: Policy Committee requests an idea of the timeline on the Board responding to the draft policies that have been submitted. The Board decides to discuss in depth the first two policies submitted to the Board at the 9/8/26 Board meeting.
- 9. New Business:**
- a. Town Hall/Common Use request:
    - i. Reconfirm approval for Townshend Historical Society event 10/11/26: Frisk makes a motion to re-confirm and approve the historical society's request to use Town hall on October 13<sup>th</sup>. Evans seconds the motion. Motion carries 3-0-1.
  - b. Humane Society Contract: Marrow makes a motion to approve the contract with the Windham County Humane Society. Frisk seconds the motion. Marrow reads through changes in the contract. Motion carries 4-0-0.
  - c. Confirm VLCT user access. Marrow summarizes the guidelines for access to VLCT.
  - d. The Heye's easement for tree removal: Christine Heye summarizes her concern about the GMP tree removal for the bridge 43 repair. She reports that it is getting worked out.
  - e. Acton cemetery volunteer recognition: Suarez recognizes and thanks the volunteers who donated their time to the Acton Cemetery clean up.
- 10. Executive Session:** Marrow makes a motion to enter into executive session pursuant to V.S.A 1§313(a) (3) appointment or employment or evaluation of a public official or employee. Frisk seconds the motion. Motion carries 4-0-0. The meeting is moved to executive session at 7:54pm. The Board reconvenes the regular meeting at 8:28pm. Suarez reports that there is a treasurer candidate and will be reported on at the September meeting.
- 11. Adjournment:** Frisk makes a motion to adjourn. Marrow seconds the motion. Motion carries 4-0-0. The meeting is adjourned at 8:29pm.
- 12. Next Regularly Scheduled Meeting:** Tuesday, September 8, 2026 at 6:00pm at Town Hall and via ZOOM.

