TOWN OF TOWNSHEND

Selectboard
PO Box 223 Townshend, Vermont 05353

SELECTBOARD MEETING MINUTES
September 8, 2026 6:00 PM
Townshend Town Hall
Approved: DRAFT

Present: Nick Suarez, Katie Marrow, Rob Wright, Allie Evans, Steve Frisk
In Attendance: BCTV Tech, Jeremy Zumbruski, Connie Holt
Members of the Public: Dale West, Irv Stowell, Jacob Settle, Brian Schmidt, Christine Heye, Jim Crozier, Mary Morgan, Cory Ciklin, Warren Beatie, John Evans, Elisha Stratford, Shaun Marrow, Helen Holt, Jay Settle, Cheryl Campbell, Donnel Barnum

1. **Meeting Call to Order:** Suarez calls the meeting to order at 6:00pm
2. **Approval of Minutes:** Evans makes a motion to approve the August 25, 2026, meeting minutes. Frisk seconds the motion. Motion carries 5-0-0.
3. **Additions and Deletions:** None
4. **Members of the Public:**
    a. **Brian Schmidt:**
        i. Old Fire Truck: Schmidt suggests $5,000 minimum bid. Zumbruski says he will write up a description. Evans makes a motion to put the fire truck out to bid. Frisk seconds the motion. Motion carries 5-0-0.
        ii. Need to re-locate oil tanks to fit the new fire truck. Wright makes a motion to have Brian Schmidt be the liaison with Dead River to do what they need to do with the oil tanks. Frisk seconds the motion. Motion carries 5-0-0.

    Schmidt reports that the new truck should be here end of the month or beginning of the next month.

    b. **Cory Ciklin:** reads a statement about community building. Suggests that he and the selectboard re-set and start with things we can agree on.
5. **Correspondence:**
    a. Rescue Inc member meeting: Suarez announces the annual meeting for member towns Tuesday, September 29th.
    b. Jim Crozier and Ellenka Wilson correspondence regarding designating Taft Meadows a town park: Marrow volunteers to contact VLCT regarding the steps and requirements of establishing a town park. The Selectboard thanks Crozier for all his work to maintain Taft Meadows. Marrow volunteers to look into a plaque for the ballpark.

c. Cory Ciklin's correspondence regarding the townwide reappraisal. Wright and Helen Holt clarify the issue of the reappraisal contract for 2031.

6. **Warrants:** Wright makes a motion to approve vote 1 on payroll and payroll taxes in the amount of $15,411.45. Frisk seconds the motion. Motion carries 4-0-1. Wright makes a motion to approve vote 2 for general and highway funds in the amount of $116,004.70. Marrow seconds the motion. Motion carries 5-0-0.
7. **Reports:**
   a. **Highway:** Zumbruski reports that mowing is complete. Continuing the Grants and Aid road work. The 10-wheel dump truck is ready for delivery. The small truck will be ready the end of September. West Hill stream bank project will start soon. Irv Stowell raises road maintenance work issues to bring to the attention of the Board and Road Crew.
   b. **Treasurer:** C.Holt asks the Board if they wish to purchase an additional 41 cases of trash bags that the company identified as an overage. Holt is directed to investigate getting a discount.
   c. **Town Clerk:** Suarez reports that the clerk took in $1,500 in fees and services in the second half of August.
   d. **Chair:** none
   e. **Grant Coordinator** – 2nd meeting of the month
   f. **Auditor's Recommendations Report** – 1st meeting of the month
   g. **Committee reports:**
8. **Old Business:**
   a. Policy Committee proposed Personnel Policy and Committee Policy:
      i. Personnel Policy: After a discussion of the policy, the Board decides to send the draft policy to NEMRC for their suggestions. Marrow makes a motion to table the policy until the next meeting. Frisk seconds the motion. Motion carries 5-0-0.
      ii. Committee Policy: Frisk makes a motion to approve the committee policy. Evans seconds the motion. There is a discussion of the length and being too wordy. The Board agrees that committees are subject to open meeting laws. Motion fails 1-3-0. The Board agrees that the draft policy could act as a supporting informational document.

Suarez suggests introducing the next policies for review at the next Select Board meeting. Introduce the Procurement Policy and the Town Hall and Common Use policies.

9. **New Business:**
    a. Town Hall/Common Use request:
        i. Marrow makes a motion to approve the request to use Town Hall for the Eileen Fahey memorial, to waive the fee, and to have Suarez sign on behalf of the Board. Frisk seconds the motion. Motion carries 5-0-0.
        ii. Request to use a room at Town Hall for the Children's & Parents Project to meet with a student. The Boards tables the issue.
    b. Lease Agreement for trucks: Wright makes a motion to have Suarez sign the lease agreement for $494,284 minus the $20,000 trade in value for a total lease not to exceed $474,284.00 with a 5.4% interest rate and to add Marrow as a signatory. Marrow seconds the motion. Motion carries 5-0-0.
    c. Peter Andrus' request to remove old guard rails: Wright makes a motion to direct Zumbruski to remove the guard rails on 505 Windham Hill Road on Andrus property. Marrow seconds the motion. Motion carries 5-0-0.
    d. Agnes Stebbins: aggressive dog: The Board discusses the issue. Evans and Constable Beattie state that the dog stays on it's owner's property and does not go on the complaint's property. The Board decides to take no action.
    e. Cory Ciklin's request to decorate town hall for fall and Xmas: Wright makes a motion to allow Cory Ciklin to decorate Town Hall for the fall season, and once fall is over and decorations are cleaned up then he can submit his request to decorate town hall for the winter holiday. Frisk seconds the motion. Motion carries 5-0-0.
10. **Executive Session**: Marrow makes a motion to end the public portion of the meeting to go into executive session per VT Statue 1 V.S.A ξ313(1.b) and ξ313(1.e) and to invite Holt. Frisk seconds the motion. Motion carries 5-0-0. Meeting enters executive session at 7:49pm. Marrow makes a motion to end executive session and convene the public meeting. Frisk seconds the motion. Motion carries 5-0-0. Meeting is reconvened at 9:01pm. Marrow makes a motion o appoint Jonathan Trier as town treasurer. Evans seconds the motion. Motion carries 5-0-0.
11. **Adjournment:** Marrow makes a motion to adjourn. Evans seconds the motion. Motion carries 5-0-0. Meeting is adjourned at 9:02pm.
12. **Next Regularly Scheduled Meeting:** Tuesday, September 22, 2026 at 6:00pm