



TOWN OF TOWNSHEND
Selectboard
PO Box 223 Townshend, Vermont 05353

SELECTBOARD MEETING AGENDA
March 10, 2026 6:00 PM
Townshend Town Hall
Approved: Approved 3/24/26

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

In Attendance: Brian Guerrino – BCTV, Jeremy Zumbroski, Elisha Stratford

Members of the Public: Dale West, Scott Dorman, John Evans, Carol Young, Laura Richardson, Helen Holt, Shawn Marrow, Pam Corbett, Jacob Settle, Krista Long

1. **Meeting Call to Order:** Suarez calls the meeting to order at 6:02pm. He presents meeting guidelines that he proposes the Board adopt. Frisk makes a motion to adopt the meeting guidelines. Marrow seconds the motion. There is a discussion of the guidelines. Wright requests that the guidelines be tabled until the next meeting in order to allow the Board to review them. The Board unanimously decides to table the guidelines until the next meeting.
2. **Approval of Minutes:** Wright makes a motion to approve the February 24, 2026, meeting minutes. Frisk seconds the motion. Evans requests that the date be corrected. Motion carries 5-0-0.
3. **Additions and Deletions:** Suarez reads the addition to the agenda
 - a. Town Clerk correspondence
 - b. Executive Session: per VT Statue 1 V.S.A §313 (1.b) personnel and (1.e) legal
4. **Members of the Public:** None
5. **Correspondence:** Suarez reads the Town Clerk's correspondence regarding the Clerk's office revised hours. Wright goes on record that this represents more paid time off and less hours worked. Suarez states his concern is noted.
6. **Warrants:** Wright makes a motion to pay warrants 1 – 4;

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|----------------|-------------|
| Payroll: | \$12,746.87 |
| Payroll Taxes: | \$4,557.33 |
| General Fund: | \$11,499.91 |

| | |
|----------|-------------|
| Highway: | \$31,500.31 |
| TOTAL: | \$60,304.42 |

7. Reports:

- a. **Highway:** Zumbruski reports that mud season is starting. He will be posting the roads this week. He confirms that the steep portion of East Hill Road will open April 15th.
- b. **Treasurer:** Suarez reads the bank report. There is \$1,362,559.18 in the municipal investment fund, and \$30,000.00 in the checking account. Newly elected treasurer, Elisha Stratford introduces herself.
- c. **Town Clerk:** Suarez reports that the clerk took in \$627.50 in fees and services.
- d. **Chair:** Suarez thanks Allie Evans for her service as Selectboard Chair.
- e. **Grant Coordinator:** report will be on 3/24/26

8. Old Business: None

9. New Business:

- a. **Selectboard officers' designation:** Marrow nominates Suarez for Selectboard Chair. Evans seconds the motion. Frisk nominates Marrow for Selectboard Vice-Chair. Evans seconds the motion. Frisk nominates Wright for Selectboard Clerk. Marrow seconds the motion. Motions carry 5-0-0.
- b. **Board resolutions:** Suarez reports a recommendation of the town attorney. In emergency situations the chair or the vice-chair should be authorized to take action in between meetings. Wright suggests that it be written out so the Board can vote on and if approved then have the Board sign. The Board unanimously decides to have it written out for the next Board meeting.
- c. **Treasurer transition updates:** Suarez reports that the transition is moving along. Suarez makes a motion to assign Elisha Stratford and Connie Holt as authorized signers for the Town. Evans seconds the motion. Motion carries 5-0-0.
- d. **Auditors monthly report:** Suarez announces that a report on the auditor recommendations will be given at the first Selectboard meeting of the month.
- e. **Appointments:** Suarez announces that the Selectboard will be making appointments. He recommends that three appointments be eliminated: Keeper of the Common, Local Aid Coordinator, and Town Events Coordinator. He states that those duties are covered in other forums.
- f. **Committees:** Suarez suggests to the Board that committees be continued or created to work on needs of the Town. He suggests the following committees: General Fund Committee, Highway Committee, Common Committee, Ethics Committee, IT Committee, and Policy Committee.

After a discussion of committees, Suarez suggests that the Board think about this and decide at the next Board meeting

10. **Road Name Change:** The Carlson's request for a road name change to have School House Road be all one word. Wright makes a motion to direct E911 to change the name to one word, Schoolhouse Road. Frisk seconds the motion. Motion carries 5-0-0.
11. **Executive Session:** per VT Statue 1 V.S.A §313 (1.b) personnel and (1.e) legal. Evans makes a motion to end the regular meeting and move into executive session. Marrow seconds the motion. Motion carries 5-0-0. The Board moves into executive session at 6:32pm. Wright makes a motion to exit executive session and enter into the regular meeting. Frisk seconds the motion. Motion carries 5-0-0. The meeting is reconvened at 7:02pm. Marrow makes a motion to accept the resignation of Leonard Reynolds effective 3/20/26. Wright seconds the motion. Motion carries 5-0-0.
Wright makes a motion to post the Highway Road Crew open position to The Commons and the website. Marrow seconds the motion. Motion carries 5-0-0.
12. **Adjournment:** Marrow makes a motion to adjourn. Wright seconds the motion. Motion carries 5-0-0. The meeting is adjourned at 7:03pm.
13. **Next Regularly Scheduled Meeting:** Tuesday, March 24, 2026, 6:00pm at Town Hall and via ZOOM if possible.