

WEST WINDSOR SELECTBOARD

Draft Minutes

December 14, 2010

Present: Glenn Seward, Tom Kenyon, Bruce Boedtke, Mike Spackman, Ralph Johnson, Cathy Archibald, Cathy Boedtke, Merle & Leone Bushkin, Ashley Pakenham, Martha Harrison

- 1) Call to Order – Selectboard Chair Glenn Seward called the meeting to order at 6:30 PM.
- 2) Sign Town Clerk's orders – The Selectboard signed the Town Clerk's orders. **Tom made a motion to sign the \$50,000 bank note, dated December 10, 2010, for the fire truck. Glenn seconded the motion, which passed unanimously. Tom made a motion to close out the Community Development Grant Fund and return the remaining funds to the state. Glenn seconded the motion, which passed unanimously.**
- 3) Changes or Additions – Dog ordinance
- 4) Public Comment – None
- 5) Town Clerk/Treasurer's report – None
- 6) Appointments – **Tom made a motion to appoint the Selectboard as Animal Control Officers for the upcoming year; Robert Matthews as Cemetery Sexton; Cathy Boedtke and Bob Smith to the Conservation Commission until 2014; Pauline Ouelette to the Council on Aging; Genevieve Lemire and Glenn Seward to the Development Review Board until 2013; Jim Kenyon as Emergency Management Coordinator; Ted Siegler as Green up Coordinator; Hal Pyke and Elvin Kaplan to the Planning Commission until 2013; Tom Kenyon as representative to the Southern Windsor County Management District; Hal Pyke as representative to the Southern Windsor County Regional Planning Commission; Tom Kenyon as representative to the Transportation Advisory Committee; Tom Kenyon as Surveyor of Wood and Lumber; Randy Perry and Kenny Burke to the Town Forest Committee until 2013; and Dennis Lemire, Laura Stillson, Jim Lyall and Ted Knox to the Town Forest Committee (TFC) until 2011.** Bruce noted that there are a lot of people on the TFC for only one year. Tom said he thought that the Selectboard was going to decide at the end of 2011 how many people should be on the TFC. Bruce asked if the Selectboard would vary the terms at that point. Glenn said yes. **Bruce seconded the motion, which passed unanimously.**
- 7) Town Constable/Delinquent Tax Collector's Report – Ralph Johnson reported that the delinquent taxes on Williams & Company Mining have been paid. Ralph added that he's going to start tax sale proceedings on the ¼ share condominium owned by Hanover Holding Trust. Tom asked if all the delinquent taxes from 2009 have been collected now. Other than Hanover Holding Trust, Ralph said, there is one other property for which the 2009 taxes have not been paid but Ralph expects the owner to pay them this week. Glenn noted that there are approximately \$100,000 in delinquent taxes for 2010.
- 8) Highway Foreman's report – Better Backroads grant: Mike said he has heard, unofficially, that the town's Better Backroads grant application is going to be approved. Mike said if it is officially approved, the work will be done next summer. Best Management Practices (BMPs): Mike said he expects that there will be one more meeting; Mike said construction and maintenance are in the same document and, in Mike's opinion, should be in two different documents. Mike said 80% of the Road Foremen are already complying with the BMPs. Budget: Mike said he gave Glenn a tentative highway budget earlier today. Sign inventory: Mike said new federal regulations require the town to document the location of every road sign and all the signs have to meet reflectivity requirements by 2018. School bus route: Mike said the school decided to allow the bus to go on Rowe Hill Road in the winter and it got stuck up there today. Mike said he's going to have a chat with school officials. 2012 Truck: Mike said he's starting to get prices for the 2012 truck that the town will be purchasing in a few months. Tom asked when he expects to take delivery. Mike said tentatively in July 2011. Glenn asked if there is an outlay of cash when the order is placed. Mike said no. Guardrails: Leone Bushkin asked if the work on Rush Meadow Road is finished. Mike said no. Leone asked if there would be

guardrails installed in the places where the road bank was repaired. Mike said the town included guardrails in its emergency funding request to the state. Glenn said the guardrails would not be installed until spring. Mike said he has delineator posts there now. Prince Road: Merle Bushkin thanked the highway foreman for fixing the erosion on Prince Road. Mike noted that it's a temporary fix. Merle said logging is about to start on his property and the Schofield property so there are going to be tractor trailers going up and down the road. Mike said the tractor trailers better stay over right there because it's soft. Propane tank in right-of-way: Tom noted that the propane tank that was in the highway right-of-way has been moved.

- 9) Better Backroads: status of reimbursement & grant – This item was already discussed under the Highway Foreman's report.
- 10) Rush Meadow Road repairs & emergency funding – Glenn said it is his understanding that the state intends to reimburse the town for 90% of the costs incurred by the end of the year. Martha said the reimbursement might not come by the end of the year. Tom said it can be shown as “anticipated income.”
- 11) Status of West Windsor repeater – Glenn said the repeater was taken down from mid-station at the Ski Area earlier this year and will be installed on Bill Stillson's property on Coon Club Road. Glenn said the town needs to get two sections of antenna at \$250 each and have some minor electrical work done. Mike said Nancy Loux has a tower that she may donate in exchange for the town removing it. The Selectboard agreed. Glenn said he has not discussed compensation with Bill Stillson but, once it is up and running, the town will have to compensate him for the increase in his electric bill. Bruce asked how tall it will be. Glenn said 60'. Mike said they will have to pour a concrete slab to anchor it.
- 12) Resort update – Glenn said all has been quiet at the Resort. Mike said the Fire Department has been communicating with the new owners of Snowdance. Glenn said the new owners want to drain the sprinkler system in the base lodge and that has been approved, after consultation with the Fire Chief and the state. Bruce asked about the status of the pumps. Glenn said two of the three pumps were tested and there are a few minor maintenance issues. Glenn said the third pump was not tested because it looked like it had been overheated at some point in the past, and two pumps are adequate. Glenn said the new owners are going to insulate the pump house and put some electric heat in there. Bruce asked whose electric meter the pump house is on. Glenn said Windsor/Ascutney Sewage Treatment Enterprises (WASTE) is paying the bills on that meter for now.
- 13) EC Fiber update – Glenn said EC Fiber is meeting this week and Dave Halpert will update the Selectboard after the meeting.
- 14) Wastewater Committee update – Glenn said the committee has drafted an RFP, which is being reviewed by Don Robisky before being sent out to potential contractors. Glenn said the committee plans to have the water & wastewater feasibility study completed by September 2011.
- 15) Town Forest update – Glenn said a municipal planning grant application has been submitted but there were more applications than there are funds so it's unlikely that we will receive funding. Glenn said there is a TFC meeting on Monday night and Regional Planning will be there to help prepare for a public forum in January. Glenn said the Fish and Wildlife Department has renewed its commitment to help with the forest management plan update. Tom asked Glenn if he passed along Tom's concerns about the Glebe lot. Glenn said he mentioned it to the Forest Ecologist that he spoke with. Cathy Boedtger asked if the town has hired a forester. Glenn said no; the Selectboard is waiting for a proposal from a Forest Ecologist recommended by County Forester Jon Bouton. Glenn added that the TFC was going to contact three foresters and, although he has not heard from the TFC yet, he is hoping they will have the proposals at their meeting next Monday. At that point, Glenn said, we can make a selection. Martha asked how the survey is going. Bruce said it's going well; they've done some field work and should be okay as long as the weather holds.
- 16) Fire district update – Glenn said the attorneys involved met on December 3rd and made some changes to the draft documents. The changes include extending the boundary of the district down Route 44 to the town line, adding an “opt out” provision, and clarifying that there are no financial obligations for people in the district who are not connected. Glenn said people would only be obligated to connect if their existing system fails. Tom asked if the Property Owners Association (POA) is on board. Glenn

said the POA is on board but they would like to basically seize the water and sewer systems from the current owner. Glenn said he disagrees with that approach and doesn't want the "innocent bystanders" in the fire district to be dragged into some long legal battle. For that reason, Glenn said, he would like to have the ownership of the water and sewer systems worked out before the fire district is created. Tom asked if the Town of Windsor is cooperating. Glenn said Windsor is being very cooperative although they have some questions about the validity of current rates and allocations. Tom asked if something else might take the place of the fire district several years down the road. Glenn said he met with John Tansey, Chris Callahan, Steve Cottrell, and Red Dufresne and the consensus was that the fire district is positive but Windsor is interested in a regional arrangement in the long run. Bruce asked if the people connected to the water and sewer are paying their bills. Glenn said yes, WASTE is collecting the money and paying the bills. Glenn said the current owners of Snowdance have been very responsible about testing and chlorinating the water and keeping the system running. Glenn said WASTE has voted to continue the current arrangement indefinitely. Leone asked how many owners are involved in the fire district. Glenn said between 200 and 300.

- 17) Town Hall duct work – Glenn noted that new duct work was installed last week and the existing duct work was cleaned, which had never been done before. Glenn said cleaning the ducts is supposed to improve the efficiency of the heating system by 30%. Tom said the duct work was done in lieu of cleaning the windows, which will be done next year. Glenn said there has been concern that we're not getting as much heat out of the system as we should, so Dead River is going to inspect and service the system on December 27th.
- 18) Minutes: November 8th (eve.); November 9th; November 12th; November 22nd; November 24th - **Tom made a motion to approve the minutes of November 8th, November 9th, November 12th, November 22nd & November 24th as written. Bruce seconded the motion, which passed unanimously.**
- 19) Other Business – Dog ordinance: Tom said dogs are supposed to be registered by April 1st but many people don't register on time. Tom said the late fee is very small and not much of an incentive so he is proposing an additional penalty of \$50 per dog to cover the costs of the Town Clerk and the Constable having to follow up on unregistered dogs. Tom suggested drafting a revised dog ordinance for the next meeting so the penalty would go into effect for 2011. Ashley asked about the percentage of dog owners who don't register on time. Cathy Archibald said 75%. Bruce suggested a fine that increases over time. Bruce said, once the deadline has past, if you're going to have to pay \$50 whether you're a day late or six months late, then there's no incentive to come in right away. Tom said West Windsor used to have an annual rabies clinic at the fire station and maybe we should consider doing that again. Bruce said we should publicize this if we want it to work. Glenn suggested a special dog section on the website.
- 20) Adjourn – **Tom moved to adjourn at 7:22 PM. Bruce seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison