

## WEST WINDSOR SELECTBOARD

Draft Minutes

April 8, 2013

Present: Glenn Seward, Tom Kenyon, Bruce Boedtger, Phil Hamilton, Rudy Gross, Mike Spackman, Jim Kenyon, Ray Shannis, Anne Allen, Shirley Ouelette, Jim Lyall, Aaron Gonthier (Windsor on Air), Gwen Stanley (*Vermont Standard*), Martha Harrison

- 1) Call to Order – Selectboard Chair Glenn Seward called the meeting to order at 6:30 PM.
- 2) Changes or Additions – Sheddsville Cemetery wall, tax sale litigation, grant application
- 3) Town Clerk’s orders – Tom moved to sign the Town Clerk’s orders. Glenn seconded the motion, which passed unanimously.
- 4) Town Clerk’s Report - None
- 5) Public Comment – None
- 6) Reappraisal – Glenn said, according to the Listers, the new valuations should be available by June 4<sup>th</sup>.
- 7) “Welcome to West Windsor” signs – Ray Shannis had a half-size model of the proposed sign, and said that Dave Dugdale would charge \$3,600 for three 4’x 6’ signs, not including support posts. Ray said the sign committee is planning to request donations for the sign but they would also like the town to contribute if possible. Ray said Dave needs a \$900 down payment to begin work and he can finish before July Fourth if he gets the go ahead. Mike suggested plexiglass to protect the sign from vandalism. Ray said the committee would like to gift the signs to the town so the town can maintain them. Glenn said the Selectboard will consider contributing the down payment amount. Bruce expressed a preference for having the mountain featured in the oval. There was discussion about the position of the sign and whether or not there should be anything on the back side. Glenn suggested using Mt. Ascutney as a common element behind the deer and the covered bridge. Bruce suggested positioning the sign for maximum visibility and not worrying about putting anything on the back side. Bruce described West Windsor’s trail marketing plans and said he would like the signs to be compatible with those plans. Ray asked Mike if the highway department could help with the positioning and mounting of the signs. Mike said yes but the town will have to get landowner permission because the signs will have to be out of the right-of-way. The committee asked if information about funding for the signs could be posted on the website. The Selectboard agreed.
- 8) VT Mountain Bike Festival – Glenn said he is not sure of the status.
- 9) Appoint alternate Development Review Board (DRB) member – Glenn said Courtney McKaig has expressed interest in serving as an alternate, and Bruce Sahler recently submitted his resignation as an alternate. **Tom moved to thank Bruce for his service and accept his resignation with regret. Bruce seconded the motion, which passed unanimously. Glenn moved to appoint Courtney McKaig as an alternate member of the DRB with an unspecified term of service. Bruce seconded the motion, which passed unanimously.**
- 10) Consider adopting Purchasing Policy – Glenn said FEMA is interested in towns having purchasing policies so Martha drafted the proposed policy based on a model provided by the Vermont League of Cities and Towns (VLCT). Tom said he would like the policy to clearly state that all bids received by the deadline will be opened by the Selectboard at the same time and in the same place. Glenn suggested that the policy state that all bids will be opened at a duly warned Selectboard meeting. Tom and Bruce agreed. Tom asked Mike if he is okay with the \$500 figure under “Purchase Authorization.” Mike said no. Mike added that the limit should not apply to ordinary purchases. Bruce said he thinks the ordinance should specify which employees are authorized to make purchases. Glenn asked Bruce, Tom and Mike to submit suggested revisions to Martha.
- 11) Consider adopting Address Ordinance – Tom asked if the e911 Board has weighed in on this. Martha said no; the ordinance is based on Woodstock’s ordinance with the latest state e911 standards included. Tom said he needs more time to study it. **Glenn moved to table consideration of the**

**address ordinance until further discussion has taken place. Bruce seconded the motion, which passed unanimously.**

- 12) Highway Foreman's Report – Mike said mud season is mostly over and 80% of the roads have been smoothed out with the grader. Mike added that the new truck will be a different shade of green from the other trucks.
- 13) Bower's Road foot path – Tom said he would like to ask Chris Bump if we can connect Bowers Road and Route 44 for foot traffic.
- 14) Review sand & gravel bids – Mike had bids from four suppliers. Mike recommended purchasing crushed and bank run gravel from both Jarvis and D&D; cerpak from Cersosimo; and winter sand from D&D. **Tom moved to accept the highway foreman's recommendation. Bruce seconded the motion, which passed unanimously.**
- 15) Review contractor equipment rates – Mike said he got proposals from Dan Lesnick and Jim Farrell. Mike recommended using Dan Lesnick and keeping Jim Farrell's proposal on record in case of a secondary need. **Tom moved to accept the highway foreman's recommendation, which passed unanimously.**
- 16) Cady Mausoleum parking and access – Tom said there's parking available below the Loux house but signage is needed. Tom said the woods would have to be trimmed to provide a view.
- 17) Town Forest trails update – Jim said the trails are either frozen or muddy so they are closed until further notice. Jim said individual trails will be opened as conditions allow. Jim asked if he will be working for the town again starting April 15<sup>th</sup>. Glenn said yes. Jim said most of the work in April will be cleaning up blow down from the winter. Jim said he would like to build some of the easier trails on the ski area property before the mountain bike festival in July. Bruce said "Cathy's Crossing" needs a lot of work. Jim proposed re-routing Blue Dipper around the fallen trees. Jim proposed using native material, rather than hard pack, to build up the trails. Rudy asked about the status of the Act 250 amendments requested by the Town Forest Committee regarding ATV & snowmobile usage, re-opening the gravel pit, and re-routing the Bicentennial Trail. Rudy asked if the amendments should be requested individually or all at once. Bruce said the gravel pit would be the easiest, followed by the re-routing of the snowmobile trail. Bruce said he thinks an amendment to allow ATV usage would be a lot of work. Bruce said he thinks the public should weigh in on the ATV issue. Rudy said ATV usage was on the Town Forest Committee's agenda in early March and everyone who attended the meeting was in favor, except one. Rudy said the TFC understands that it may take several years but they would like the Selectboard to start the process. Bruce said, speaking for himself, he doesn't think ATVs and mountain bikes are compatible. **Glenn moved to amend the existing Act 250 permit to allow snowmobile use from the town forest parking lot to Kimball Farm Road either on the existing trail or on a relocated trail. Glenn also moved to amend the existing Act 250 permit to re-route the Bicentennial Trail. Glenn also moved to amend the existing Act 250 permit to allow for reclamation of the gravel pit. Glenn also moved to table the ATV discussion.** Glenn agreed with Bruce that the town is focused on getting the non-motorized trail system going and now is not the appropriate time to consider the ATV issue. **Tom seconded Glenn's motions.** Tom agreed that now is not the time and suggested that those interested in ATV usage present a proposal next year. Glenn suggested that the TFC and the Conservation Commission compile the Act 250 amendment application. Bruce agreed. Jim said there are a couple of trails that were not included in the Act 250 permit (e.g. Sitting Duck) and there are a couple of bridges that he would like to add. Jim also said it's not clear whose property the "Rock n Roll" trail is on. Rudy said there's also a need for a foot bridge by the upper falls on the Bicentennial Trail. Glenn suggested including those changes on the Act 250 amendment application. Ray asked if the "Welcome" signs should reflect the mountain bike focus. Glenn said there's a meeting on Wednesday to discuss trail marketing and maybe that should be considered. Tom said the oval could be changed with the seasons. Glenn asked Ray to get a price on the oval portion of the sign. Ray agreed. **Glenn called for a vote on the motions, which passed unanimously.**

- 18) EC Fiber discussion – Glenn said there is a meeting scheduled for Thursday night to discuss EC Fiber’s efforts to raise funds to extend the EC Fiber network in West Windsor up Rush Meadow Road to Banister, Sheddsville and Bible Hill. Glenn added that the town is considering funding a line extension from the point of presence (POP) in Reading to the center of town to serve the municipal buildings and people along that route could also connect to the line. Glenn said the town would own the line from Reading and lease it back to EC Fiber with the lease payments covering the debt service. Glenn said there are a lot of details to be worked out but it’s promising. Tom said he would like to know how many individuals and businesses would connect. Glenn said the line extension would have a positive impact on the town’s phone and internet bills.
- 19) Talc plant discussion – Glenn said there is a pellet manufacturer interested in purchasing the old talc plant, which would generate 23 good paying jobs with benefits. Glenn said the purchaser is working on getting state and local permits. Jim asked about the reclamation project. Glenn said he thinks they are scheduled to complete the first phase this year. Glenn said the town is looking at access to the property through Reading.
- 20) Police report – The Selectboard members noted that they have not received a report lately. Glenn said he will call the Windsor Police Department. Rudy asked if West Windsor pays Windsor per call. Glenn said no; we pay a flat fee per year. Ray asked if we are still trying to find a local law enforcement officer. Glenn said the Selectboard has not pursued that because they are more than satisfied with the efforts of the Windsor Police Department.
- 21) Town Hall clock repair – Tom recommended asking Balzer Family Clockworks in Maine to come and evaluate our clock. **Glenn moved to authorize Tom to contact Balzer Family Clockworks. Bruce seconded the motion.** Bruce asked Tom to find out how much it’s going to cost for them to come here, look at the clock, and give us a proposal. **Glenn called for a vote on the motion, which passed unanimously.**
- 22) Other Business – Sheddsville cemetery wall: Tom said he needs to think about it more before making a proposal. Tax sale litigation: Regarding the Windsor Building condo tax sale, Glenn asked Tom and Bruce about their availability to get together with the attorneys involved. The Selectboard scheduled a tentative meeting for Tuesday April 16<sup>th</sup>. Community Development Block Grant preliminary application: Glenn said Martha put together an application, which is the first step in the process of getting grant money to extend the sewer line into the village. Glenn noted that there are two or three more residences that need to be included in the income survey. Better Backroads grant: Mike said we received our grant for last year’s bank stabilization project on Sheddsville Road today. Bowers Bridge repair: Ray asked about a timeframe for the repair. Glenn said the town retained Hoyle Tanner to evaluate the bridge and suggest a repair and, at that point, we can go out to bid. Glenn added that the town also needs to hear from our insurance company. Ray asked about the nature of the problem. Glenn said the chords are broken in some places.
- 23) Approve Minutes - March 18<sup>th</sup>: **Tom made a motion to approve the minutes of March 18<sup>th</sup>, as written. Bruce seconded the motion, which passed unanimously.** March 21<sup>st</sup>: **Tom made a motion to approve the minutes of March 21<sup>st</sup>, as written. Bruce seconded the motion, which passed unanimously.** The Selectboard agreed to ask Mike about the rate of pay for the highway department’s temporary employee at tomorrow’s meeting. March 26<sup>th</sup>: **Glenn made a motion to approve the minutes of March 26<sup>th</sup>, as written. Bruce seconded the motion, which passed unanimously.**
- 24) Adjourn - **Glenn moved to adjourn at 8:05 PM. Bruce seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison