

WEST WINDSOR SELECTBOARD

Draft Minutes
August 11, 2014

Present: Glenn Seward, Tom Kenyon, Bruce Boedtke, Michael Doten, Julia H. O'Brien, Wanda Rohloff, Amy Rusiecki, Gaynor Coassin, Karen Bailey, Jenny Kimberly, James Axten, Clayton "Zeke" Zucker, Mark Mather, Deb Shearer, Bill Stillson, Eric & Teresa Bauernschmidt, George Calver (VT Standard), Dave & Tracey Dugdale, Aaron Gonthier (Windsor on Air), Angie Gonthier, Mike Spackman, Cathy Archibald, Martha Harrison

- 1) Call to Order – Selectboard Chair Glenn Seward called the meeting to order at 6:30 PM.
- 2) Changes or Additions to the Agenda – Tom said he would like to talk about paving, having a dry hydrant on Sheddsville Road, and painting the furnace room.
- 3) Sign Town Clerk's orders – **Tom moved to sign orders. Bruce seconded the motion, which passed unanimously.**
- 4) Town Clerk/Treasurer's Report – None
- 5) Announcements/Public Comment – Tom said he represented the Selectboard at the groundbreaking ceremony at the wood pellet plant on Friday, August 8th. Tom said they're planning to ship their first pellets on October 1st. Tom gave the Selectboard a ceremonial shovel presented to him by the owners of the pellet plant and suggested displaying it for a few months and then donating it to the historical society. Glenn and Bruce agreed. Glenn said it's a pleasure having Queston Inc. in the community.
- 6) Consider HS-122 waiver request – **Glenn moved to deny Sherry Barbour's request for a waiver of the penalty associated with the late filing of her homestead declaration. Tom seconded the motion.** Tom suggested that Sherry seek payment from the company that failed to file on her behalf in a timely manner. Glenn and Bruce agreed. **Glenn called for a vote on the motion, which passed unanimously.**
- 7) Lou Boroff Trust v. Town of West Windsor, Consider signing Stipulation of Dismissal – Glenn said the net cost to the town in lost tax revenue is \$900 and the cost in legal fees to fight it would most likely be more than that. Glenn added that Board of Listers' Chair Annie Burke recommended that the Selectboard sign the stipulation. Tom noted that the stipulation only applies if the conditions on the property don't change but the property owner is already building something on the property so the conditions are going to change. Bruce noted that the stipulation also specifies that it's effective through FY 2016. **Glenn moved to sign the Stipulation of Dismissal related to Louis Boroff Trust v. Town of West Windsor (PVR 2013-81). Tom seconded the motion, which passed unanimously.**
- 8) Request to amend approved highway access: Klene (Coon Club Road) – Mike said, instead of constructing the temporary agricultural access that the Selectboard approved last month, the applicants would like to replace their existing 12" x 20' culvert with an 18" x 50' culvert. **Bruce moved to approve the amended access for the Klene property at 889 Coon Club Road. Tom seconded the motion, which passed unanimously.**
- 9) Consider change order (30-day extension) for Hotel Rd. pump station upgrade project – Glenn said the pumps were ordered after the notice to proceed was signed but delivery was delayed. **Glenn moved to grant a 30-day extension to Courtland Construction for the Hotel Road pump station upgrade project. Bruce seconded the motion, which passed unanimously.**

- 10) Consider payment request from Courtland Construction for “materials on site” – **Glenn moved to grant the payment request from Courtland Construction for “materials on site” in the amount of \$24,573.38. Bruce seconded the motion.** Glenn noted that the parties who will be served by the project paid for it up front. **Glenn called for a vote on the motion, which passed unanimously.**
- 11) Vermont 100: post-event review – Julia O’Brien thanked the Selectboard and said the event had participants from 8 countries and 35 states and raised \$45,000 for VT Adaptive Ski and Sports. Julia noted the traffic re-routes and noise curfews put in place to address neighbor concerns. Julia introduced the new race director Amy Rusiecki, who provided a handout with information on the race’s economic benefits to the community. Mike Doten thanked the Selectboard and said he has received a number of positive comments from local businesses. Dave Dugdale thanked the VT 100 Committee for the noise reduction and traffic re-routing. Dave said he still thinks that it’s not the proper place for an event of this size. Dave noted that the road was being used for a check-in station and was blocked by volunteers directing traffic. Dave said he has a significant customer who complained about how long it took him to get to and from Dave’s business during the race. Dave asked about progress in trying to locate an alternative location for the event. Julia said 18 alternative locations have been considered and a site visit to the Mile Long Field area is planned for the near future. Julia has a list of site requirements and a list of the sites that have been considered and rejected. Mike Doten said alternative sites have been discussed at every meeting over the past year. Glenn noted that the town is in discussions with the owner of the resort about a possible acquisition of resort property, which is something to consider. Tom noted that more dumpsters are needed, and that traffic control at the intersection of Silver Hill & Brownsville-Hartland Road needs to be improved. Tom noted some confusion during two ambulance calls in the area on Saturday night. Tracey Dugdale noted that she was run off Silver Hill Road by a horse trailer. There was some question about the visibility of the Silver Hill Road sign.
- 12) VT Mountain Bike Festival: post-event review – Glenn said the event went well although attendance was down a little. Glenn said there was a trash issue but it was resolved. Glenn said it’s his understanding that West Windsor will be hosting the festival again next year.
- 13) Highway Foreman’s report – Mike said the highway department is installing culverts and ditching and started a second round of roadside mowing today. Mike said the town received a Better Backroads grant and will complete that project next month. Mike asked the Selectboard about their plans to install 911 signs. Glenn suggested horizontal signs, green and white, approximately 3” tall. Tom said the signs should be installed near the road. Bruce and Glenn agreed. Mike said as long as the signs are visible from the road – that’s the critical thing. The Selectboard asked Martha to revisit the specifications and pricing. Mike suggested 6’ delineator posts. Bruce asked about installation procedures. Glenn said the Selectboard will need to discuss that. Mike asked if the town wants to do any paving this year. Tom said Pierce Hill and a few locations on the Brownsville-Hartland Road need paving. Mike said he’d like to get prices. Mike said a seven-year paving rotation is good but there isn’t enough state funding available to do that anymore. Mike said we can’t pave until after the Brownsville-Hartland Road culvert is replaced in September so there’s time to get paving estimates for consideration at the Selectboard’s next regular meeting.
- 14) Bowers Bridge damage – Mike said he discovered, last Monday, that the 8” x 12” beam on the north end of the bridge was broken in half and two other beams were cracked. Mike

described the interim repairs the highway department made to the bridge. Mike said the insurance company called him today and requested a police report. Mike said all the proper signs about weight and height limits are posted. The Selectboard talked about how they might be able to reduce the height, and therefore the weight, in an aesthetically pleasing manner. The Selectboard agreed to ask Steve Bodley about options and pricing. The Selectboard asked Martha to contact VLCT to find out if there is a minimum allowed height for a bridge.

- 15) RFP: Brownsville-Hartland Road culvert – Glenn said the RFP went out a couple of weeks ago to M&M, Daniels, Miller and Murphy, and was published in the newspaper.
- 16) Consider relocation of Bible Hill Road – Glenn said the town had a site visit scheduled with Todd Menees but he got side tracked by the flooding in Chester so that site visit needs to be rescheduled.
- 17) Route 44 Bridge project – Mike said Daniels Construction is two days ahead of schedule on Bridge #4. Martha asked about the width. Mike said he thinks the traveled portion will be 28” to 36” wider. Glenn said he checked with Gary Sweaney on the state’s financial assistance, which is now being reviewed by their legal department.
- 18) Status of Act 250 amendment for work on trail network – Glenn said some members of the Town Forest Committee met with Tom Kennedy about getting assistance with the application from the regional planning commission. Tom asked if the amendment can be worded in such a way that the town does not have to go back to the District Commission every time we want to make a minor change to the trail system. Glenn said whenever there’s a substantial change, we will have to amend the permit.
- 19) ADA & the Town Forest – The Selectboard agreed that they are at a loss as to how to make a naturally steep trail system ADA compliant. Glenn suggested addressing the matter if a specific issue arises. Bruce and Tom agreed.
- 20) Discuss status of Trust for Public Land (TPL) grant process – Glenn said conversations are ongoing with TPL and he will also be speaking with the Vermont Land Trust tomorrow to see if they can help. When the time comes, Tom said, he would like to meet with the parties involved as well. Glenn said he will arrange a meeting when things start to gel, which he hopes will be in a week or ten days.
- 21) Schedule working session to review, discuss and modify draft vision statement for Ascutney Mountain Resort area – Tom said he would like a working session to discuss this. Bruce said we need an entity in place to manage the trail system. Glenn agreed but said that it’s premature until we have a deal in place to purchase the property. Tom expressed concern about the cost to taxpayers.
- 22) Review & consider amending Conditions of Employment Policy – Tom said he thinks the town should allow people who are nearing retirement to bank more than five days. Glenn suggested discussing the concept with the employees.
- 23) Consider establishing town email addresses for board members – Glenn suggested doing this when EC Fiber is in place and, in the meantime, consulting with an IT specialist to get an idea about how much it might cost since it may involve setting up a server. The Selectboard agreed that Glenn should consult with Systems Plus. Glenn said EC Fiber is seeking pole licenses and the system should be up and running by this time next year.
- 24) Police report – Glenn noted that the police report is available on Windsor’s facebook page. Glenn said he has received several phone calls from residents who are pleased with the

police presence in West Windsor. Mike asked when the new Police Chief will be starting. Glenn said he thinks the new Police Chief will be on board next month.

- 25) Tree Warden's report – Tom said he would like to review the funds available before the end of the year because there are more trees that need to come down.
- 26) Correspondence: Nathan McKeen (Forestry District Manager) – Glenn said Nathan McKeen sent a letter notifying the town about planned projects on state property. Glenn said the town also received a note from Aldrich & Elliott thanking us for our business.
- 27) Other Business – Dry hydrant: Tom noted that there is a property owner on Sheddsville Road who is still interested in cooperating with the town on the installation of a hydrant. Painting: Tom said he would like to have the correctional facility paint and clean up the furnace room and will get an estimate for the September meeting.
- 28) Approve Minutes - July 14th: **Bruce made a motion to approve the minutes of July 14th as written. Tom seconded the motion, which passed unanimously.** July 29th: Glenn **made a motion to approve the minutes of July 29th as written. Tom seconded the motion, which passed unanimously.** August 2nd: Tom **made a motion to approve the minutes of August 2nd as amended. Bruce seconded the motion, which passed unanimously.**
- 29) Executive Session to discuss possible civil litigation, 1 V.S.A. §313(a)(1)(E) – Glenn **moved to go into Executive Session to discuss possible civil litigation. Tom seconded the motion, which passed unanimously.**
- 30) Adjourn – Glenn **moved to come out of Executive Session and adjourn at 8:10 PM with no action taken. Bruce seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison