

WEST WINDSOR SELECTBOARD

Draft Minutes

August 13, 2012

Present: Glenn Seward, Tom Kenyon, Bruce Boedtke, Aaron Gonthier (Windsor on Air), Bob French, Town Clerk Cathy Archibald, Listers Annie Burke & Hal Pyke, Phil & Nancy Hamilton, Mike Silverman, Bob & Ann Matthews, Frank Brock, Highway Foreman Mike Spackman, Trail Maintenance employee Jim Lyall, 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 – Ecosystem Restoration grant
- 3) Sign Town Clerk's Orders – **Tom moved to sign the Town Clerk's orders. Glenn seconded the motion, which passed unanimously.**
- 4) Sign Certificate of No Appeals of the 2011 Grand List – **Glenn moved to sign the Certificate of No Appeals of the 2011 Grand List. Bruce seconded the motion, which passed unanimously.**
- 5) Consider & sign NRCS project amendments & any other necessary documents – Glenn said these amendments authorize cost changes for the Pikramenos-Findlay project and the Yates project. Glenn asked Cathy Archibald to verify West Windsor's DUNS number with NRCS tomorrow. **Bruce moved to authorize Glenn to sign the project amendments. Tom seconded the motion, which passed unanimously.**
- 6) Town Clerk/Treasurer's Report – **Glenn moved to sign a cemetery deed for Paul and Joan Chase. Bruce seconded the motion, which passed unanimously.**
- 7) Public Comment – Nancy Hamilton suggested new "Welcome to West Windsor" signs. Nancy said she got a verbal price estimate of \$1,200 to \$1,500 from Steve Giroux for three 2' x 3' wooden signs with the West Windsor logo on them. Glenn asked Nancy to get a written estimate. Bruce suggested soliciting alternative design ideas from the public. The Selectboard members agreed to discuss it further at their next meeting.
- 8) Public Assembly: Vermont 50 – Mike Silverman summarized the application information. **Tom moved to approve the public assembly application for the Vermont 50 to be held on September 30, 2012. Bruce seconded the motion, which passed unanimously.**
- 9) Public Hearing: Reclassification of Class 4 portion of Coaching Lane to Class 3, and laying out a Class 3 road from the end of Coaching Lane to the Town Forest – Glenn opened the public hearing. Tom noted that Steve Plausteiner sent an email expressing his interest in continuing to participate in the process. Glenn noted that Steve's father, John Plausteiner, was present at the 6:00 PM site visit on Steve's behalf. Frank Brock, Mike Spackman, *VT Standard* Reporter George Calver, and Hal Pyke were also present at the site visit. Frank Brock expressed support. Glenn said the town needs to formalize an agreement with Steve Plausteiner with regard to the right-of-way. Tom said the road will be Class 3 "under construction." Mike said there will have to be a "no parking/tow away zone" sign near the turnaround. Tom suggested that the Highway Department look into purchasing a pick up truck for plowing some of the smaller roads. Glenn and Bruce agreed. Mike asked if the town is going to subcontract plowing the end of Coaching Lane this winter. Glenn said if we don't have a turnaround installed in time, we will have to consider that. Glenn closed the public hearing.

- 10) Coaching Lane Road Traffic Speed Study – Tom said he and Ralph clocked 13 cars in 3 hours and the minimum recommended for a valid study is 100 cars. Tom said the fastest car was going 32 MPH. Tom said Ralph drove the road several times at 35 MPH and that did not feel like a safe speed. Tom asked Glenn and Bruce for guidance. Bruce suggested that Tom and Ralph continue the study on the weekend of the Vermont 50. Tom agreed.
- 11) Town Constable's Report – Ralph was not present. Tom noted that new residents need to register their dogs.
- 12) Dog registration late fees – Tom said the late fees are not high enough and suggested inquiring with the Town Attorney. Glenn agreed.
- 13) Highway Foreman's Report – Better Backroads: Mike said since the town has not received authorization to start the Better Backroads project on Sheddsville Road, we might need an extension until next year. Martha said she will call Jarrod Becker. Dugdale Bridge: Mike said this project is finished. Glenn said it looks great but he thinks it needs a fence. Mike agreed. Wardner Road Bridge: Mike said the bridge is almost finished but needs a guardrail. Mike suggested a guardrail for Dugdale Bridge as well. Glenn agreed. Glenn and Mike agreed that M&M did a nice job on the bridge. Mower: Mike said the mower will be here on August 29th. Workshop: Mike noted that there will also be a workshop at the Town Garage on August 29th. Highway Budget: Mike said the highway department is a little short of funds but they are doing the best they can. Mike said he is fairly confident that all Irene-related road and bridge work has been completed.
- 14) Final highway access: Knight (parcel #5-70) Sheddsville Road – Tom said he thought the new driveway was going to connect with the old driveway. Bruce and Mike said they haven't looked at it. **Bruce moved to table final approval pending inspection by the Highway Foreman. Tom seconded the motion, which passed unanimously.**
- 15) Brownsville-Hartland Road monitoring proposal – Glenn said funding for fixing the damage north of Coon Club Road was denied by FEMA and an appeal is pending. Glenn said the town had started monitoring the movement of the slope in anticipation of funding. Glenn said there is a meeting to discuss the issue in Killington in the near future and he plans to represent the town at that meeting. Glenn said GeoDesigns has submitted a proposal for monitoring the slope every other month for \$750 per visit. Bruce said he would like to monitor it at least through the end of the year. Glenn agreed and noted that the potential damage is catastrophic. Tom agreed that we might need the data for our appeal. **Tom moved to continue monitoring the slope through December 2012. Bruce seconded the motion, which passed unanimously.** Glenn signed the proposal submitted by GeoDesigns.
- 16) Bowers Covered Bridge – Glenn noted that the bridge is open. Glenn said the actual cost of repair was \$295,609, which is over budget by \$26,000. Glenn said there is a process for getting the additional costs reimbursed by FEMA and he has started the process. Glenn noted that the town has received 84% of our FEMA funding.
- 17) Brook Road (Windsor's portion) – Tom said the cost of repairing the road is too high relative to the benefit. Tom said he expressed his opinion to Windsor Town Manager Tom Marsh that the money would be better spent upgrading Route 44. Tom submitted a written copy of his opinion. Bruce said he would like to read Tom's opinion before endorsing it. Glenn agreed that it doesn't make sense to spend millions of dollars on Brook Road. Glenn added that he would support the idea of Windsor upgrading Route 44.
- 18) Conservation Commission appointment – Glenn said the Conservation Commission has recommended the appointment of Chris Nesbitt and he has not heard from any other

interested parties. Tom said he knows of another interested party and would like to postpone the appointment until the next meeting. Glenn and Bruce agreed.

- 19) Town Forest trails update – Jim Lyall gave the Selectboard a written update (attached). Jim asked about permits for a new bike bridge. Glenn said the state and the Army Corps have signed off on it but he is waiting for Snowdance to sign the local zoning application. Glenn asked about the organization of the Vermont Mountain Bike Festival. Jim said STAB will be discussing that at their next meeting. Glenn asked if Orange Lake is involved. Jim said they will need permission from Orange Lake for parking and possibly camping. Bruce asked about attendance. Jim estimated attendance between 500 and 1000. Tom asked about the date. Jim said he thinks it will be on July 13th and 14th. Glenn said the Town Forest Committee (TFC) has asked the Selectboard to begin the process of amending the town's Act 250 permit to allow snowmobiles on the existing snowmobile trail in the town forest. Bruce said he would prefer to wait awhile. Mike said if the town is making the end of Coaching Lane a Class 3 road, that's an ideal place for snowmobiles to park. Glenn suggested providing parking at the end of Bowers Road. Bruce and Tom agreed. Glenn agreed with Bruce that the town should hold off on applying for an amendment to our Act 250 permit. Glenn asked if the TFC might consider changing their regular meeting day so the Selectboard can act on TFC recommendations in a timely manner. Jim said that issue is on the TFC's agenda for discussion.
- 20) Hazard Mitigation Grant Program, 3rd Round – Glenn said grants are available for property buyouts but the town is required to provide 25% of the funding. There was discussion about properties that might be good candidates. Tom suggested investigating the program further. Glenn said due to the possibility of substantial cost to the town, he would not be comfortable participating this year. Glenn said the deadline is November 2nd. Tom said he would like more information. Glenn said he would feel differently if it could be done without a financial burden on the town.
- 21) Police report – Glenn said Windsor Police Chief Steve Soares has received only positive feedback on the new law enforcement arrangement so far, with one minor exception. Glenn said there were approximately 30 calls from West Windsor in the first month. Mike said someone is stealing stone from the town garage and the Windsor P.D. is investigating.
- 22) Law enforcement communications update – Glenn said the new system is up and running and is working exceptionally well. Glenn thanked Jim Kenyon for his efforts.
- 23) Ambulance contract – Tom gave Bruce and Glenn a written proposal to consider for the next meeting.
- 24) Sewer line update – Glenn said he has no update but noted that there is a good article in the *Valley News* today.
- 25) Review & consider signing Engineering Service Agreement – Glenn said this agreement is for preliminary engineering for a collection system for the village area that would tie into the sewer line to Windsor. Glenn said he thinks we should move ahead with the agreement, which is for \$55,900. Glenn said funding would be provided by the state at 0% for five years. Bruce said if we're ever going to revitalize the village, we're going to have to move forward with this as there are no other viable alternatives. Bruce said the preliminary engineering will determine how it should be done and how much it will cost and we need that information for planning purposes. Glenn said A&E feels that they can provide solid information on connections and routing at a reasonable cost. Tom said moving forward will send a message to the state that the town is committed to maintaining our school. Glenn said the Wastewater

Committee recommended that the Selectboard proceed with the engineering proposal. **Tom moved to proceed with signing the engineering service agreement. Bruce seconded the motion, which passed unanimously.**

- 26) Storage in floodplain – Tom gave Bruce and Glenn a written handout of his thoughts on this issue. Tom suggested a simple statement in the green Emergency Management book authorizing the Emergency Management Coordinator or the Incident Commander or the Selectboard to act to protect life and property. Tom said the Incident Commander and the Selectboard are empowered by statute. Glenn asked how much authority the Selectboard has. Tom said that is a question for the VT League of Cities and Towns. Tom said he is nervous about adopting an ordinance. Bruce agreed. Tom said he thinks there would be a state or federal declaration of emergency. Bruce said he thinks the Selectboard would be empowered to act by the declaration. Bruce wondered if the Selectboard has the authority to tell people to move material out of the floodplain ahead of time.
- 27) Sheddsville Cemetery – Tom asked the Selectboard to authorize Jerry Ouelette to cut some of the dying ash trees in the cemetery. **Glenn moved to approve the cutting of ash trees in the cemetery. Bruce seconded the motion, which passed unanimously.** Tom said he plans to request that the town add one cent to the tax rate to pay for repairs at the Sheddsville Cemetery.
- 28) Correspondence – None
- 29) Approve Minutes - July 9th: **Tom moved to approve the minutes of July 9th as written. Bruce seconded the motion, which passed unanimously.** July 19th: **Tom moved to approve the minutes of July 19th as written. Bruce seconded the motion, which passed unanimously.** July 26th: **Tom moved to approve the minutes of July 26th as written. Glenn seconded the motion, which passed with Bruce abstaining.**
- 30) Other Business – Letter of support: Glenn said the Southern Windsor County Regional Planning Commission (SWCRPC) has asked the Selectboard to sign a letter of support for a stream geomorphic assessment of Mill Brook. Bruce noted there is no cost to the town. **Glenn moved to sign the letter of support. Bruce seconded the motion, which passed unanimously.** Debris removal: Tom said he got an estimate of \$1,500 for the removal of the debris at the intersection of Beaver Brook and Mill Brook. Glenn said the property owner will consider the proposal. Bruce agreed that it needs to be cleaned up. Party: Tom noted that there is a party for Constable Johnson on Saturday, September 1st at 4:00 PM.
- 31) Adjourn - **Glenn made a motion to adjourn at 8:30 PM. Bruce seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison