

WEST WINDSOR SELECTBOARD

Draft Minutes

August 8, 2011

Present: Glenn Seward, Tom Kenyon, Bruce Boedtger, Hal Pyke, Ralph Johnson, Mike Silverman, Cathy Archibald, Jim Kenyon, Mike Spackman, Martha Harrison

- 1) Call to Order – Selectboard Chair Glenn Seward called the meeting to order at 6:30 PM.
- 2) Changes or Additions – county tax refund, copier, zoning bylaw status, VTel meeting, library roof, Veteran’s exemption, Go Vermont, Comcast’s reduced rate internet program
- 3) Sign Town Clerk’s orders – The Selectboard signed the Town Clerk’s orders.
- 4) Public Comment – Hal noted that the Planning Commission will be reviewing a revised version of the zoning regulations on August 25th.
- 5) Town Clerk’s report – Glenn noted that Cathy Archibald received from Lou Lertola suggested wording for an article on the Veterans’ property tax exemption for the 2012 Town Warning. Tom suggested asking Town Attorney Matt Birmingham if the article can be amended on the floor.
- 6) Public Assembly: Vermont 50 – Mike Silverman said the start will be in the same location as last year. Mike also provided the Selectboard with a letter from the Sheriff’s department and an extra copy of the large map. Mike said he sent letters to the FAST Squad and the Fire Department.
Tom made a motion to approve the application for public assembly by the Vermont 50. Bruce seconded the motion, which passed unanimously.
- 7) Budget review – Town: Regarding the town budget, Glenn noted that legal fees are over budget. Tom noted that Listers’ wages are almost over budget. Glenn asked about the town forest expenses. Cathy said those will show up in the town forest account. Cathy offered to run a report on that account. Tom said Windsor County had been considering refunding a portion of the county taxes paid by municipalities but now they are thinking about using surplus funds to address ADA issues. Highway: Glenn noted that the \$39,821 under “Special Projects” is for the Rush Meadow Road culvert and the guardrail. Glenn also noted that Milton was very generous in granting our request for a further reduction in the grader repair bill. Tom noted that highway expenses are over budget on fuel. Mike said there isn’t anything they can do about that with fuel running at \$4 per gallon.
- 8) Town Constable’s Report – Ralph noted a pellet gun problem. Ralph said almost all of the dogs in town have been licensed. Ralph added that there may need to be two or three tax sales.
- 9) Regional Police Force update – Glenn said he and Tom attended a meeting last week. Glenn reported that the regional planning commission is going to compile a spreadsheet with each town’s law enforcement expenses for the past three years and Windsor’s Police Chief is going to draft a budget. Glenn added that the towns are going to meet monthly from now on. Tom said the next meeting is August 25th. Tom added that most of those present at last week’s meeting were not receptive to the idea of simply expanding the Windsor Police department to cover the other towns in the area. Glenn said the various towns are talking about having a governing board of directors with representatives from each town.
- 10) Highway Foreman’s Report – Mowing: Mike said mowing is done. Rush Meadow Road: Mike said we’re ready to send in our final request for reimbursement on the emergency repairs to Rush Meadow Road. Bank stabilization: Mike said the highway department will be starting the Sheddsville bank stabilization project in a week or two. Glenn asked if Sheddsville Road will be closed. Mike said yes. The Selectboard agreed to post notice of the road closing on the website, around town, and in the paper if time allows. The road will be closed for about one week. Additional road closures: Mike said Coon Club Road and Cemetery Road will also have to be closed for a day for repairs. Training: Winter maintenance training will take place at the Town Garage on August 31st. Road Foreman’s meeting: Mike said there was a good meeting in

Norwich with information about access to public rights-of-way and a sample access ordinance from Ludlow. Glenn said he will scan the information and send it to Tom and Bruce. Mutual aid agreement: Mike said the agreement has not changed but he has updated West Windsor's list of equipment. **Tom made a motion to sign the public works mutual aid agreement. Bruce seconded the motion, which passed unanimously.** Jim requested a copy of the agreement. LEPC 12 meeting: Mike said he may attend an LEPC 12 workshop on flood recovery next week in Thetford. Covered bridges: Mike said Bible Hill Road and Churchill Road will also be closed for a day when the covered bridges are re-planked. Duling Road: Glenn said he got several calls from the Conservation Commission about trees with exposed roots that may fall across Duling Road. Glenn said he looked at the area and thinks the town should deal with the problem if and when the trees actually fall. Mike agreed and added that towns are not required to maintain Class 4 roads. New Truck: Mike said there's an emissions issue with the new truck but it's under warranty. Mike added that the truck's fuel consumption is better than expected. Salt Shed: Mike said he will come up with a plan for the Selectboard to consider.

- 11) Town forest management plan update – Glenn said Forest Ecologist Tii McLane is about halfway through with her work. Glenn said Tii has completed her evaluation of the recreational trails and we have that report, along with the associated maps. Signs: Glenn said he has the graphics for the signs and will pick up the aluminum tomorrow. After that, Glenn said, someone just needs to cut the aluminum and apply the graphics.
- 12) Recreational trail system update – See item #11 above
- 13) Fire District update – Glenn said the Fire District group is waiting for the valuation of the sewer and water systems, but they have heard that the valuation will be just under \$2 million. Glenn added that the owners have indicated that the price may not equal the valuation. Glenn said the water system is being regularly tested and the sewer is being serviced by an engineering firm. Tom asked if Windsor has been paid for past due balances. Glenn said Windsor has been paid since the new owners took over last July but there were amounts in arrears at that time.
- 14) Health insurance – Glenn said our current health plan will not be available after December 1st. Glenn added that there is a meeting scheduled for Tuesday, September 27th at 9:00 AM to discuss options. Glenn said VLCT has asked the town to sign a “Broker of Record” letter. **Bruce made a motion to authorize the Chair to sign the letter on behalf of the Selectboard. Tom seconded the motion, which passed unanimously.**
- 15) Tree Warden's report – Tom said CVPS is going to remove trees on Bible Hill and Route 44. Tom said there's a large pine tree that needs to come down on Ski Tow Road adjacent to the 4-unit condominium building. Tom said he has obtained permission from the owners to have it taken down by CVPS. Tom said the big maple on the corner of Shattuck Hill and Route 44 will also be taken down.
- 16) Set subdivision application fees and review current zoning fee structure – Glenn said the subdivision fee is \$10 per lot, which doesn't come close to covering the costs of reviewing an application. Tom suggested adopting a new fee structure at the same time the zoning regulations are adopted. Bruce and Glenn agreed.
- 17) Approve Minutes - July 6th: **Tom made a motion to approve the minutes of July 6th as amended. Bruce seconded the motion, which passed unanimously.** July 8th: **Tom made a motion to approve the minutes of July 8th as written. Glenn seconded the motion, which passed with Bruce abstaining.** July 11th: **Tom made a motion to approve the minutes of July 11th as written. Bruce seconded the motion, which passed unanimously.** July 12th: **Bruce made a motion to approve the minutes of July 12th as written. Glenn seconded the motion, which passed with Tom abstaining.** July 19th: **Tom made a motion to approve the minutes of July 19th as written. Bruce seconded the motion, which passed unanimously.** July 20th: **Bruce made a motion to approve the minutes of July 20th as written. Glenn seconded the motion, which passed with Tom abstaining.**

- 18) Other Business – Letter from Hartford Emergency Communications Center (HECC): Glenn noted that Golden Cross is going to pay for the mobile radio. Jim added that there is a phone line from Hartford to Hurricane Hill which is going to be done by radio with the cost picked up by Hartford. Jim asked the Selectboard to sign the letter indicating their awareness and agreement. **Bruce made a motion to sign the letter from the HECC. Tom seconded the motion, which passed unanimously.** Jim suggested that the Selectboard start thinking about the ambulance contract. Reimbursement: **Tom made a motion to sign the TA-65 form requesting reimbursement for the Rush Meadow culvert and guardrail project. Bruce seconded the motion, which passed unanimously.** Copier: Tom said the county is looking for a town to take its old copier. Bruce and Glenn agreed that West Windsor should accept. Library Roof: Tom noted that the library roof is half done. VTel meeting: Glenn said there are two or three concerns that are running fiber optic cable to certain points in the area and they are willing to run it into West Windsor at a cost of \$700 per month. According to Glenn, the school has indicated that their internet service is fine and they are not interested in paying \$700 per month. Glenn said the internet service at the Town Hall is fine so the question is, “Would there be some long term benefit in having that connection here?” Glenn said Dave Halpert will be attending the meeting and making a recommendation. Glenn said he is not interested in having a \$700 per month bill unless it will help EC Fiber or someone else expand the internet service in town significantly. Tom and Bruce agreed. Go Vermont: Glenn noted receipt of a letter from the Agency of Transportation promoting the “Go Vermont” program to increase awareness of carpooling and public transportation. Comcast: Glenn also noted receipt of a letter from Comcast offering a discounted computer, along with discounted internet service and training, to qualifying families. Annie Burke: Tom noted that everyone is wishing Annie the best.
- 19) Adjourn – **Bruce made a motion to adjourn at 7:24 PM. Tom seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison