

West Windsor Selectboard  
Draft Minutes  
January 22, 2016

Present: Dick Beatty, Ted Siegler, Tom Kenyon, Mike Spackman, Annie Burke, Susan Hines, Cathy Archibald, George Calver (*Vermont Standard*)

1. Call to Order – Dick Beatty called the meeting to order at 3:05 PM.
2. Changes or additions to the agenda – None
3. Announcements/Public Comment – None
4. Finalize 2016 Town & Highway Budgets – Ted said he’s not okay with a 12% increase in the budget. Ted said according to the Tax Department, the current use revenue amount is \$71,000 and we’re carrying it at \$60,000 so that should be increased. Ted also suggested changes in some individual line item expenses. After discussion, the Selectboard agreed to decrease Listers’ wages from \$20,000 to \$18,000; to reduce the amount allocated for clock restoration from \$10,000 to \$5,000; to allocate \$2,000 for advertising; to decrease grounds care from \$5,000 to \$4,000; to decrease repairs & maintenance from \$7,500 to \$5,500; and to decrease zoning wages from \$10,000 to \$7,500. **Ted moved to approve the 2016 town budget with those changes. Dick seconded the motion, which passed unanimously. Ted moved to approve the 2016 highway budget as presented. Tom seconded the motion, which passed unanimously.**
5. Review & approve Town Meeting warning – Given the proposed changes to the town budget, the Selectboard agreed to review and approve the Town Meeting warning at their next meeting on Monday, January 25, at 8:00 AM.
6. Other Business – Disability policy: The Selectboard approved a request by an employee to use some of his “banked” hours for disability. In the past, the town’s short-term disability policy has been to pay the employee for 26.67 hours per week and to require the employee to use 13.33 hours per week of personal time. Changes to the policy have been discussed but not acted on. The Selectboard agreed to review VLCT’s model personnel policy and to put it on the agenda for consideration at a future meeting. Highway: The highway department is currently down by two full-time employees. In addition, one employee is planning to retire in August 2016 and another is planning to retire in August 2017. Mike said he would like to start the hiring process no later than April. The Selectboard agreed. Mike said if there are any further injuries or illnesses in the interim, the Selectboard will have to hire a contractor to help with road maintenance.
7. Sign Town Clerk’s orders – **Tom moved to sign orders. Ted seconded the motion, which passed unanimously.** Cemetery deed: **Tom moved to sign the cemetery deed presented by the Town Clerk. Ted seconded the motion, which passed unanimously.**
8. Recess: **Ted moved to recess the meeting until after the Utility Advisory Committee meeting. Tom seconded the motion, which passed unanimously.**
9. Reconvene: At 5:45 PM, **Ted moved to reconvene the Selectboard meeting. Dick seconded the motion, which passed unanimously.**
10. Water system - Bond vote on improvements: The Selectboard discussed the process and the need for another meeting next week to pass a resolution and approve the warning. 2016 water rate: **Ted moved to set the water rate for 2016 at \$495 per user per year. Tom seconded the motion, which passed unanimously.** Water system name: The Selectboard agreed to re-name the water system “West Windsor Mountain Water System.” Line location: The Selectboard agreed to proceed with hiring a company to locate the water line between the Base Lodge and Mountain’s Edge Condos.
11. Adjourn – **Tom moved to adjourn at 5:55 PM. Dick seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison