

West Windsor Selectboard
Draft Minutes
January 5, 2016

Present: Dick Beatty, Ted Siegler, Tom Kenyon, Cathy Archibald, Martha Harrison

1. Call to Order – Dick Beatty called the meeting to order at 8:04 AM.
2. Changes or additions to the agenda – Certificates of occupancy, A+E contract, Hotel Road, inquiry regarding Windsor Police Department. After brief discussion of a recent *Valley News* article, the Selectboard agreed that they are happy with the service provided by the Windsor Police Department.
3. Announcements/Public Comment – Tom thanked Patricia Beavers, Dennis Brown, Valley Artesian and the West Windsor Fire Department for their assistance in dealing with the recent pump failure at the main well for the water system.
4. 2016 Town & Highway Budget Discussions – Cathy noted a deficit in the 2015 town budget of \$59,314. Tom suggested raising the tax rate by 2 cents and taking \$15,000 from the Reserve Fund. Cathy said \$55,000 was taken from the Conservation Fund to purchase the mountain property, leaving a balance in the Conservation Fund close to \$27,000 due to the receipt of two grants. Ted suggested allocating more of the Conservation Fund to the mountain purchase. Cathy said there's \$145,000 in the Reserve Fund. There was discussion about whether or not \$30,000 of reserve funds can be used to reduce the deficit. Tom said he'd like to use reserve funds for the library restroom and the clock. Ted asked how much was approved for the restroom at Town Meeting. Cathy said none. Tom said \$10,000 was approved for the clock. The total cost for the clock work is \$39,900. Dick said he would support Ted's proposal to draw down the Conservation and Reserve Funds. Ted suggested cutting \$10,000 in diesel fuel expenses from the highway budget, due to the decrease in fuel costs. Tom asked about the surplus in the highway budget. Cathy said it was \$93,446. Tom said the Selectboard already agreed to put \$25,000 toward paving, \$25,000 toward equipment, and \$25,000 to reduce taxes. Ted said the tax rate should not be affected since the surplus in the highway budget balances out the deficit in the town budget. Ted noted that the Selectboard will have to revisit the Capital Equipment budget. Cathy said there's \$55,000 in the capital equipment budget now and we budgeted \$85,000 for 2016, with a request for an additional \$25,000 from the voters, for a total of \$110,000. Cathy said we spent \$145,000 for the 2016 truck. There was discussion of the need to build up the equipment fund to enable the replacement of the loader in 2021 and the grader in 2023. Regarding attorney fees being over budget by \$17,000 in 2015, the Selectboard noted that it was an extraordinary year. Tom noted that part-time employees have not received a raise in the past two years. After discussion, the Selectboard agreed to increase the Listers' wages to \$20 per hour, to increase wages for part-time employees (Jim Lyall, Paula Waters, Ralph Johnson, Brett Myers, Lauri Bessey, cemetery workers, and election officials) to \$18 per hour, to continue to pay Charlie Welles and Preston Bristow \$20 per hour, to continue to pay Erik Boedtker \$18 per hour, to increase Dennis Brown's wages to \$26 per hour, and to increase the wages for Mike Spackman, Phil Hathorn, Gary Austin, Cathy Archibald and Martha Harrison by 5%. The Selectboard agreed to finalize the budget at the beginning of their next meeting on January 11th and to approve the warning at a special meeting.
5. Other Business – Certificates of Occupancy: Dick said Preston suggested changing the filing system so that all permits are filed by parcel #, regardless of whether or not they have

received a certificate of occupancy. The Selectboard agreed to the proposed change. Ted said it's not the town's responsibility to track people down at town expense. Dick said Preston also suggested that the town only require Certificates of Occupancy for dwellings and businesses. Martha agreed that C.O.s should be required for all structures that are heated or cooled. Base Lodge: Ted said he's going to contact Dan Purjes today. A+E contract for water system final design: **Ted moved to sign the contract. Tom seconded the motion, which passed unanimously.** Ted asked Martha to remind A+E that we're counting on them to have the total project cost estimate for the proposed water system improvements before the Utility Advisory Committee meeting on January 22nd and to ask them if the new well pump will work for the recommended design. Tom noted that Valley Artesian did not think the old Mountainside well could serve as a back-up water supply. Police contract: The Selectboard asked Martha to contact Windsor about a new police services contract. Pakenham Trail License Agreement: Martha said she'll double-check but she doesn't think it needs to be signed every year; she thinks the parties can just review and affirm it on an annual basis, which they have already done. Lustberg Agreement: Ted asked Martha to send Sue Greenall a reminder. PSB intervention: Dick noted that Gerald Tarrant has agreed to represent the town with our request for a PSB hearing on the solar facility. Village sewer: Tom noted that the sewer project is shut down for the winter until early April. January 11th agenda: Ted asked that the January 11th agenda include discussion of the geomorphic assessment results. Dick asked about the Bowers Bridge. Ted said the Conservation Commission agreed to recommend that the town not replace Bowers Bridge next time it gets wiped out. Ted said the Commission would like to address the dam behind the fire station to reduce the upstream flood risk. Ted said there are a number of other high priority projects, including the removal of the abutments at the old dam on Harrington Road. Tom asked about the pump house (Snow Storm I) next to the fire station. Ted said it doesn't look like it's going to be used for firefighting so the question is whether it's going to be needed for snow making. Dick asked if the building is now owned by the town. Ted said yes. Ted said there are grant funds available to figure out how to remove or modify the dam without reducing the amount of firefighting water available. Hotel Road & Coaching Lane Extension: Dick said, according to Paul Gillies, taking title to a road is not the same as laying out a public highway so we need to go through the process for reclassifying the roads.

6. Sign Town Clerk's orders – **Tom moved to sign orders. Ted seconded the motion, which passed unanimously.**
7. Adjourn – The meeting adjourned by consensus at 9:47 AM.

Respectfully submitted,

Martha Harrison