

WEST WINDSOR SELECTBOARD

Draft Minutes
November 25, 2013

Present: Glenn Seward, Tom Kenyon, Bruce Boedtke, Martha Harrison

- 1) Call to Order – Selectboard Chair Glenn Seward called the meeting to order at 9:00 AM.
- 2) Sewer purchase update – Glenn said he has met with Matt Birmingham and Snowdance/MFW and it appears that the town is on track for a mid-December closing on the sewer system. Glenn said he will contact the state to find out how the town gets the money from the bond bank for the purchase. Glenn added that the parties are working toward a solution for the upper loop ownership issue. Glenn said the auction of the resort was confirmed last Monday and now there is a 10-day period during which the confirmation can be appealed. Glenn said hearing the appeal is at the discretion of the judge.
- 3) Resort update – Glenn said the resort owner is trying to come up with a reasonable plan for the ski area. Glenn offered to provide details in an executive session.
- 4) Appoint/confirm compliance officer for CWSRF – Glenn noted that the Selectboard appointed Cathy Archibald as the Compliance Officer for the Clean Water State Revolving Fund loan on January 28, 2013. However, Glenn said, the Selectboard also needs to adopt a resolution requiring that all loan and project records be retained for the life of the loan, plus three years; that the Compliance Officer seek out training to become more knowledgeable about post-issuance compliance; and that the Selectboard ensure that the Compliance Officer is aware of the IRS voluntary remedial action program and will contact the appropriate officials when a post-issuance compliance problem is discovered. **Glenn moved to adopt the three aforementioned policies. Bruce seconded the motion, which passed unanimously. Tom moved to require the Compliance Officer to also notify the Selectboard of any issues. Glenn seconded the motion, which passed unanimously.**
- 5) Sign Town Clerk's orders – **Glenn moved to sign orders. Tom seconded the motion, which passed unanimously.**
- 6) Health insurance update – Glenn said Blue Cross Blue Shield (BCBS) has indicated that they will confirm the town's enrollment in the platinum plan soon, but they haven't done so yet. Glenn said he called this morning and could not get through. Glenn said we still have to set up a Health Reimbursement Account (HRA) with somebody and, although BCBS offers that service through a third party vendor, Glenn suggested setting it up with one of our local banks. Bruce and Tom agreed.
- 7) Executive Session: Discuss employee compensation and benefits – **Glenn moved to go into executive session. Bruce seconded the motion, which passed unanimously.** After discussion, **Glenn moved to come out of executive session at 10:35 AM with no action taken. Tom seconded the motion, which passed unanimously.**
- 8) Adjourn – **Glenn moved to adjourn at 10:35 AM. Tom seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison