

## WEST WINDSOR SELECTBOARD

Draft Minutes  
October 20, 2012

Present: Glenn Seward, Tom Kenyon, Bruce Boedtke, Phil Arvidson, Edson Pierce, Arthur & Mary Whiting, Arthur Steinberg, Chris & Robin Shaffer, Mark & Jane Murphy, Martha Harrison

- 1) Call to Order – Selectboard Chair Glenn Seward called the meeting to order at 9.00 AM.
- 2) Sewer Assessment District information – Glenn said the creation of a sewer assessment district would allow the town to assess the properties that are hooked up to the system. The district would not have geographic boundaries; it would just include those hooked up to the pipeline. The sewer assessments would be viewed as a tax by the town and could be collected in the same manner, with all means for collection in place - up to and including a tax sale of the property. Glenn acknowledged that a tax sale would be extreme for a sewer bill but all avenues for collecting assessments would be allowed. Glenn said the meeting next Saturday will be like a regular town meeting with discussion followed by a voice vote. Phil asked if the property owners will be allowed to take a tax deduction for their sewer bills. Glenn said it may be possible; we're looking into that. Glenn noted that the Property Owners Association (POA) has been briefed on this issue. Glenn said we're close to signing a Memorandum of Understanding for the purchase of the system, which would be followed by a purchase and sales agreement and, hopefully, a purchase by the end of the year. Tom asked Glenn to address the surveying that is going on in the village. Glenn explained that the town completed a feasibility study for a village wastewater system and is now having preliminary engineering done. After the preliminary engineering is done, the next step would be to have construction drawings prepared. At that point, Glenn said, we'll have to start talking seriously about expanding the sewer line into the village, which is a huge undertaking and probably controversial due to the price tag. Glenn said the survey crews that have been in the village this week are establishing data points for engineering drawings. Phil asked if the school is included. Glenn said the study area is from the school to Route 44 and bridge to bridge in the village, not including Seams Road. Bruce noted that the village engineering is a totally separate issue and not related to the special assessment district. Returning to the discussion about the assessment district, Glenn said debt service on the loan for acquiring the system would amount to approximately \$111 per user per year. Glenn said there would also be fees to cover operation, maintenance and processing, and billing would be on a quarterly basis. West Windsor would own the sewer line all the way to the Windsor Armory but there have been discussions about transferring the Windsor portion to Windsor to reduce the exposure of the West Windsor users to the costs of repairing and maintaining the Windsor portion. Glenn was asked about the amount of the assessment. For this year, Glenn said, the amount would remain at \$895. Glenn added that the town has retained Aldrich & Elliott to do a sewer rate review using typical practices. Glenn said the town is only considering purchasing the sewer at this point, not the water, although the town is open to considering the acquisition of the water system in the future. Tom said the village wastewater feasibility study revealed that a small plant in the village would not work; the only real option is connecting into the existing sewer line so. If we own it, Tom said, we have some control over it. Glenn agreed that it's going to cost well over a million dollars to connect the village to the existing sewer line and it didn't make sense to the Selectboard to do a project of that magnitude and then hook into a line that the town doesn't control. Tom noted that the state has been closing and combining schools and having the option of connecting the school to the sewer line would solve any potential septic problems at the school. Glenn was asked to lay out all the charges that a homeowner connected to the sewer system would incur. Glenn said the sewer bills will reflect debt service of approximately \$111; a fee for repairs/maintenance & operations, which hasn't been determined at this time; processing fees to Windsor; and an escrow/capital improvement fee. Phil asked about the opinion of the engineers as to the condition of the line. Glenn said, in their view, "the line is worth acquiring." Glenn said all the gravity lines, with the exception of the upper loop, are in good shape. Since the Plausteiners left,

Glenn said, Snowdance has rebuilt all the pumps and replaced the control panels. Glenn said there are some deficiencies with the pump station that serves the hotel, which need to be addressed. The health club pump station and control panel were recently replaced. The storage tanks at Pump Station #1 are getting on in years and their condition is unknown. Glenn said the storage tanks can be replaced by an auxiliary generator, which is a less expensive option. Overall, Glenn said, the system is in reasonably good shape. It was noted that the system includes some antiquated lines. Glenn agreed and added that there is an ownership question with regard to the upper loop. Glenn said the town has agreed to take over the upper loop but someone has to claim ownership so they can give it to the town. Glenn said existing technology would enable the upper loop to be “sleeved” and repaired, rather than replaced, at approximately \$35 per foot, as opposed to \$135 per foot. Glenn was asked if there will be different rates for residential and commercial users. Glenn said yes; the rates will be based on industry standards and will be fair and equitable. Tom asked Glenn to address the hotel grease trap situation. Glenn said it appears that the grease trap installed at the restaurant is not adequate so Orange Lake would have to upgrade that. Glenn said the engineers are currently considering where the cutoff will be from private ownership to municipal ownership. Glenn was asked if the Town of Windsor welcomes the change in ownership. Glenn said Windsor envisions this as a solution to a severe problem. There was another question about the ownership of the upper loop. Glenn said there are different interpretations; one being that of the Act 250 District Commission, which indicates that the homeowners own the upper loop. Glenn said there isn’t going to be a problem with the town taking it over; we just need to figure out the mechanics.

- 3) Other Business – Library Trustees: Tom said we need to add two more trustees to the Library’s Board of Trustees. Tom recommended adding the other two Selectboard members. Tom asked Bruce and Glenn if they are willing to accept the nomination. Bruce said if there are two or more Selectmen on the Library Board, all the Library Board meetings may have to be warned. Bruce said his preference would be to have one Selectman report back to the entire Selectboard. Tom said the Library Board can set the quorum at 2 rather than 3. Tom said all the current Library Board members attend every meeting every month so the two new members wouldn’t have to attend every meeting, although ultimately the Selectboard does have “final say.” Tom said he will tell the Library Board that Bruce and Glenn have accepted. Tom noted that the Library Board is discussing septic issues. Tom suggested coordinating the village sewer work with the repaving of the village.
- 4) Adjourn – **The Selectboard adjourned by consensus at 9:40 AM.**

Respectfully submitted,

Martha Harrison