

## WEST WINDSOR SELECTBOARD

Draft Minutes  
October 3, 2011

Present: Glenn Seward, Tom Kenyon, Bruce Boedtke, Robert Young, Bob French, Mike Spackman, Cathy Archibald, Martha Harrison, Gretel Schuck, Cathy Boedtke, Glenn Drost, Claudia Sacuk, and Bill Ley

- 1) Call to Order – Selectboard Chair Glenn Seward called the meeting to order at 6:30 PM.
- 2) Changes or additions – fire station status, consider special town meeting for November
- 3) Town Clerk's Orders – The Selectboard signed the Town Clerk's orders.
- 4) Public Comment – Gretel Schuck: Gretel spoke about the impact of the flood on her income from her bed & breakfast business. Gretel asked for an extension of time to pay her property taxes. Glenn said that is not something that the Selectboard can do but he recommended that Gretel contact FEMA and the Small Business Administration for business interruption assistance. Cathy Boedtke: Reporting on behalf of the July 4<sup>th</sup> Committee, Cathy said the fireworks will be on July 3, 2012. Cathy said there is a lot of flood debris that needs to be cleaned out of Mill Brook and she would be happy to help if the town would organize an event and get a dumpster. Tom said the next meeting of the July 4<sup>th</sup> Committee is on October 24<sup>th</sup>. Tom said he approached the correctional facility again about providing inmates to help clean up Mill Brook and they are willing but the water is still too high. Glenn said he thinks it's a good idea and he will find out what other towns are doing. Claudia said it's very difficult because the debris is wrapped around tree roots and branches. Glenn suggested identifying the property owners along the brook.
- 5) Town Clerk/Treasurer's Report – Oil/propane bids: Cathy had a bid from Dead River of \$3.189 for oil and \$2.39 for propane; and a bid from HP Energy of \$3.349 for oil and \$2.499 for propane. **Tom made a motion to accept the bid from Dead River. Bruce seconded the motion, which passed unanimously.**
- 6) Highway Access - Young (parcel #5-77 on Cowshed Trail): Robert Young said they are planning to build a garage next summer and then they would like to relocate the driveway to approach the house more from the front than the side. Mike said the proposed relocation does not meet the sight distance requirements for the road. Glenn said he also has reservations about the sight distance. Mike said the speed limit is 50 MPH on any road that is not posted. **Tom made a motion to reject Robert Young's highway access application and refer it back to him to reconsider, with the Highway Foreman, an alternate location. Bruce seconded the motion.** Glenn asked Mike to meet with Robert. Robert said it would be fine to wait until next summer. Glenn said a location further south might work. **Glenn called for a vote on the motion, which passed unanimously.** Alderdice (parcel #6-63 on Brownsville-Hartland Road): Glenn said the Alderdice application is for an agricultural access and there is plenty of sight distance. Tom expressed concern about the use of the access changing. All agreed that a change of use would require approval from the Selectboard. **Tom made a motion to approve the application, noting that it is for tractor access to the field. Bruce seconded the motion, which passed unanimously.** Hermanson (parcel #5.125 on Cemetery Road): Glenn said he has no issue with the Hermanson application. Tom said the access shouldn't come out on the hill; there's less of a slope further east. Tom asked Mike if an 18" culvert is adequate. Mike said yes. Mike added that he has no issue with the proposed location of the access, which has plenty of sight distance. Glenn said moving the access further east would add some length to the driveway. Tom said he is only suggesting that the access be moved 40'. Glenn said we could ask the applicant to consider moving the access. **Bruce said since it meets the criteria, he would move to approve it on the condition that the applicant considers the alternate location. Tom seconded the motion, which passed unanimously.**

- 7) Town Forest update: Cathy Boedtger said the Town Forest Committee would like the Selectboard to consider erecting a sign at the intersection of Coaching Lane and Coaching Lane Extension indicating where one should go to access the trail system. Cathy said she picked up the material for the signs and she and Rudy Gross have applied the decals to the metal but they need posts for them. Cathy asked if there is money in the budget for posts. Glenn said the budget is tight but the signs are important and the cost of posts is not significant so he would be in favor of finding the money. Glenn said he thinks some of the signs could be attached to trees. Cathy said the kiosk is ready to be installed in the parking lot but she didn't know if the committee has to wait to install the kiosk until after the Act 250 permit application is approved. Glenn said, due to the amount of foot traffic, he thinks it's important to install the kiosk now. Glenn asked Cathy to determine how many posts she needs and said that he may have some that he would be glad to donate. Glenn said Jim Lyall may have some posts as well. Cathy noted that the town has repaired the access road to the town forest parking area. Cathy asked about blocking off the access until the ground is less saturated. Cathy also asked who is going to maintain the access and parking area over the winter. Glenn said he thinks people should be encouraged to use the Cunningham parking area, which is easily plowed. Bruce agreed that Cunningham's is a better option for parking. Tom said he would like the Town Forest Committee to weigh in on a long-term solution to the parking problem. Bruce suggested a sign indicating that parking is available at Cunningham's. Cathy said it is a long trek from Cunningham's to the town forest. Mike suggested that the town forest committee consider moving the town forest parking area down by the gate at the foot of the Bicentennial trail. The Selectboard agreed that Mike's suggestion is a good one. Glenn said he will take a walk out there tomorrow.
- 8) Town Constable's Report – No report
- 9) Highway Foreman's Report – Mike said the Highway Department has started hauling stone for the Sheddsville stream bank stabilization project funded by Better Backroads. Mike said the road will be closed starting on Wednesday. Mike said Daniels Construction hopes to have the Silver Hill Bridge project finished and open by the middle of next week. Mike said Murphy & Son has completed the Brook Road project, but it needs some delineator posts. Mike said Murphy & Son started the Harrington Road project today. Glenn said the bid for the Bowers Covered Bridge was awarded to Miller Construction and Steve Bodley, but we need a permit from Historic Preservation before they can start. Bruce asked if the permit application has been submitted. Glenn said no, they need to do an in-depth site visit before the permit process starts. Mike said by the end of next week, all the roads should be open except for Bible Hill where the bridge is gone. Mike said we got a map and a list of damages from the regional planning commission, which needs some corrections. Glenn said VHB sent a preliminary report of their observations on the Brownsville-Hartland Road, which will go to FEMA. Glenn said in his last conversation with FEMA, they expressed a desire to have the town take care of the problem before winter and thought it would be eligible for funding but were waiting to see the report from VHB. Glenn said the town received a \$140,000 grant from the state to replace the bridge on Wardner Road next year. Brook Road culvert: Glenn noted that Glenn Drost and Claudia Sacuk are present to discuss the culvert near their house. Glenn noted that the Stream Alteration Engineer looked at it and suggested that the Wetland Ecologist look at it. Glenn said he spoke with Wetland Ecologist Rebecca Chalmers and, conceptually, she does not have a problem with it, but she wanted more specific information before giving an official opinion. Tom said it is his understanding that Glenn and Claudia will hold the town harmless if the town lowers the culvert to its original depth. Claudia said yes. Glenn suggested giving Rebecca Chalmers a few more days to respond. **Tom made a motion to proceed with the project once we receive approval from Rebecca Chalmers. Bruce seconded the motion.** Bruce asked if we have applied for a permit. Glenn said Rebecca didn't think a permit would be necessary as long as the culvert is not lowered beyond its original position. Glenn said if we don't hear from Rebecca soon, we can call her and let her

know when the work is scheduled and ask her to call before then if she has any concerns. **Glenn called for a vote on the motion, which passed unanimously.**

- 10) Tree Warden's report – Tom said he is planning to remove a branch from the oak tree by the bridge on Scott Smith's property, which is interfering with visibility from the Fire Station.
- 11) Health insurance discussion – Glenn said there was a meeting last week with Tonya Chambers to discuss health insurance options due to the fact that the town's present health insurance plan will not be offered next year. Glenn said most of those present were in favor of moving to a health savings account plan. Glenn gave everyone a copy of a spreadsheet that he prepared showing the costs and benefits. Glenn suggested meeting on October 18<sup>th</sup> at 7:30 AM to go over it and then asking the employees to come to the meeting at 8:00 AM. There was discussion about coverage for prescriptions and coverage for dependents.
- 12) Initial review of zoning regulations proposed by Planning Commission – Bruce said he needs more time to review the regulations. Tom said he will make three more copies showing the changes he would like to suggest.
- 13) Approve Minutes - August 29<sup>th</sup> (noon): **Tom made a motion to approve the minutes of the August 29<sup>th</sup> noon meeting as written. Bruce seconded the motion, which passed unanimously.** August 29<sup>th</sup> (evening): **Tom made a motion to approve the minutes of the August 29<sup>th</sup> evening meeting as written. Bruce seconded the motion, which passed unanimously.** August 30<sup>th</sup>: **Tom made a motion to approve the minutes of the August 30<sup>th</sup> meeting as written. Bruce seconded the motion, which passed unanimously.** September 27<sup>th</sup>: **Tom made a motion to approve the minutes of the September 27<sup>th</sup> meeting as written. Glenn seconded the motion, which passed with Bruce abstaining.**
- 14) Other Business – Fire Department: Tom said the damages to date are over \$200,000. Tom noted Martha's email about complying with the flood hazard regulations if the damage is more than half the value of the building. Tom said the fire station has flooded three times and the cost of fixing the building and complying with the flood regulations would be so high that he thinks we should consider constructing a new municipal building at a cost to the town of approximately \$800,000, to house the fire department, the FAST Squad, Emergency Management, the police department and additional vault space. Tom said the fire department seems willing to give up the station and donate the property to the town, provided a new building is built. Tom said the best site is the property across the street from the existing fire station. Tom said on Wednesday the fire department will consider the issue. Tom said he asked Matt Birmingham to draw up two articles authorizing the town to bond for up to \$800,000 over 15 years to build a municipal building; and to accept the old fire station property as a donation. Glenn said he is in favor of this proposal but would adjust the borrowing period to keep the impact on the tax rate as low as possible. Tom noted that the town is going to have to replace the grader and loader at approximately the same time. Tom suggested holding a special town meeting to vote on the issue. Mike said there are 10 acres of land behind the town garage if the owner is willing to sell. Mike said the town should take the time to look at the big picture and consider moving the whole municipal complex. Bruce said there may be grants available. **Tom made a motion to authorize the Town Attorney to draft the warning for a special town meeting on November 10<sup>th</sup> at 7:00 PM. Bruce seconded the motion, which passed unanimously.**
- 15) Adjourn – **Glenn moved to adjourn at 8:02 PM. Bruce seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison