

WEST WINDSOR SELECTBOARD

Draft Minutes
September 20, 2012

Present: Glenn Seward, Tom Kenyon, Bruce Boedtke, Mike Spackman, Cathy Archibald, Martha Harrison

- 1) Call to Order – Selectboard Chair Glenn Seward called the meeting to order at 7:30 AM.
- 2) Application for Public Assembly: Lucy MacKenzie Humane Society – Glenn noted that the requested information has been provided. **Tom made a motion to approve the application. Glenn seconded the motion.** Bruce said he wants to be sure they have proper traffic control. **Glenn called for a vote on the motion, which passed unanimously.**
- 3) Liquor license application – Cathy said Billy Henny brought in a liquor license application for the Vermont 50, which she discussed with Tom and Glenn before signing.
- 4) Green Mountain Power petition for underground power line – Glenn asked if this is the same application the Selectboard considered on September 10th. Martha said yes but there was no vote on the motion at that time. **Tom moved to approve Green Mountain Power’s petition for an underground power line. Glenn seconded the motion, which passed unanimously.**
- 5) WASTE update – Glenn said most of the items on the WASTE agenda were tabled due to the efforts of all parties to get an arrangement put together for West Windsor to buy the sewer line. Glenn reported that there is a conceptual deal in place and the next WASTE board meeting will be held sometime in November. Glenn said the arrangement is contingent on Windsor being paid to their satisfaction. According to Glenn, other issues that needed to be resolved, including the right to sell and litigation between some of the parties, were taken care of. Glenn said he expects a Memorandum of Understanding from Snowdance shortly. Glenn gave Tom and Bruce a draft work plan containing a list of things that need to be done to move forward. Many of the items need to be taken care of prior to closing, including a rate review and negotiation of processing rates and O&M charges. Glenn said the Town Treasurer may be interested in handling billing and collections. Glenn said he asked Joe Duncan from Aldrich & Elliott (A&E) to weigh in on the calculation of the user count. Glenn said he wants all the user groups to be involved from the start. Bruce suggested contacting the District 2 Environmental Commission about Act 250 as soon as possible. Glenn said he spoke with the Property Owners Association (POA) president and will attend the POA meeting in a couple of weeks. Glenn said Joe Duncan will provide the Selectboard with a proposal for the rate review work by September 28th. Tom asked about the upper loop. Glenn said the town would own the upper loop. Glenn said there are deficiencies there but Joe Duncan suggested getting the sale done and incorporating repairs in a long-term capital plan. Glenn said the special assessment district vote should be scheduled soon. There was discussion about the warning required for a special town meeting. The Selectboard agreed on October 27th at 9:00 AM as a tentative date and time for the meeting. Glenn agreed to draft the warning and get it to Town Attorney Matt Birmingham for review. The Selectboard tentatively scheduled an informational meeting for October 20th at 9:00 AM. There was discussion about how the special assessment would work. Those present agreed to call it a sewer assessment rather than a sewer tax or a sewer bill. Glenn said the processing fees, O&M charges and capital improvement expenses would all be rolled into one assessment, billed quarterly. Glenn said charges will be based on actual costs. Martha asked if the Selectboard is still planning to form a Sewer Commission. Glenn said it would be nice to have specific user group representatives to deal with. Bruce commented that it may be challenging to catch up on capital improvements. Glenn said all the pumps have been rebuilt and the control panels have been dealt with. Tom asked about deficiencies. Glenn said the storage tank will have to be dealt with but the other stuff is small and can be rolled into a capital improvement plan. Tom asked about the grease trap issue. Glenn said Orange Lake has agreed to address that.
- 6) Dog registration late fees – Glenn said the Town Attorney has been tied up with other issues lately so he has nothing to report. Glenn said he will contact VLCT.

- 7) Damaged dry hydrants – Tom said the total bill is approximately \$8,400. Tom recommended that the Fire Department and the Disaster Relief Fund split the cost. Glenn said he is concerned that the people who donated the funds would not understand using the funds for this purpose so he would like the Disaster Relief Fund committee to weigh in on it. Tom said he has not discussed it with the Fire Department yet either. Bruce agreed that the committee should weigh in. Glenn noted that there are people who are still incurring flood-related costs and he doesn't know if the committee has been in touch with them already or not.
- 8) Ambulance contract – Tom said many other towns have gone to longer-term contracts and he thinks West Windsor should consider a 4-year contract with Golden Cross. Tom spoke about the financial and service advantages. Glenn said he is uneasy about multi-year contracts but if the Selectboard were to consider it, the opportunity to bid should be offered to both Windsor and Golden Cross. Tom said we should make sure that we're comparing apples to apples. Glenn agreed and offered to draft a request for proposals (RFP). Bruce suggested inviting the Fire Department and the FAST Squad to participate in the process, including the drafting of the RFP. Tom and Glenn agreed.
- 9) Town Hall plantings – Tom suggested consulting the beautification committee. Bruce and Glenn agreed.
- 10) Year-to-date review of 2012 budgets – Town Budget: Cathy said the town has \$83,000 for the rest of the year, which is good. After brief discussion, the Selectboard agreed that the town budget is in good shape. There was discussion about recent property sales and the Grand List. Highway Budget: Not including Irene revenues and expenses, Cathy said the highway budget has \$90,000 for the rest of the year. Glenn suggested asking Tonya Chambers to come and review our health insurance plan. Bruce agreed that we should discuss what we like and what we don't like soon so we have time to make changes if necessary. Mike said in many other towns, the employees don't pay anything. Glenn agreed to contact Tonya. Tom asked about outstanding Irene money. Martha said there's a small amount of state money due on some of the projects but from FEMA, there's only the balance due on the bridge. Tom asked about the town's match. Martha said the use of town equipment pretty much covers it. Cathy asked if we're going to get reimbursed for additional dumpster expenses. Martha said we're trying to get reimbursed for those as well as additional expenses on Banister and Rush Meadow Roads. Glenn said FEMA knows about the additional expenses. There was discussion about the Wardner Road bridge and when the town might be reimbursed.
- 11) Preliminary discussion of 2013 budgets – Glenn said we need to budget for a new computer for Martha. Tom asked why we can't get it in 2012. The Selectboard agreed to consider it later this year. Tom said he doesn't know how to budget for the work on Coaching Lane and Route 44. Mike said it can come out of summer maintenance. There was discussion about the advantages of fixing that intersection. Tom asked about future bridge projects. Mike said we're going to apply for funding to replace the bridge on Rush Meadow Road near Wardner Road. Mike said he has not heard from Better Backroads about the Sheddsville stream bank project. Tom asked about purchasing a replacement truck. Mike said we'll order a 2014 truck in January or February and get it in July. Mike said the new truck will be a 10-wheeler but he hasn't decided if the next replacement truck should be a 6-wheeler or a 10-wheeler. Mike said turning around is not a problem in the 10-wheeler and it burns the same amount of fuel as a 6-wheeler. There was discussion about the balance in the Equipment Fund.
- 12) Adjourn – **Bruce made a motion to adjourn at 8:45 AM. Glenn seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison