

WEST WINDSOR SELECTBOARD

Draft Minutes
September 8, 2014

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

- 1) Call to Order – Selectboard Chair Glenn Seward called the meeting to order at 6:30 PM.
- 2) Changes or Additions – None
- 3) Sign Town Clerk's orders – **Tom moved to sign orders. Bruce seconded the motion, which passed unanimously.**
- 4) Town Clerk/Treasurer's Report – None
- 5) Announcements/Public Comment – None
- 6) Application for public assembly: Lucy Mackenzie Humane Society – **Tom moved to approve the application by Lucy Mackenzie Humane Society for a permit for a 5K run on September 20, 2014. Glenn seconded the motion, which passed unanimously.**
- 7) Request regarding the use of Queen Victoria Road for logging purposes: Lustberg – Bruce said he would like more information about the location of the landing, the transition onto the road, and the drainage. Tom said he has no problem with the trees they're planning to take down. **Glenn moved to table consideration of the request until the Highway Foreman and Selectboard member Bruce Boedtke can connect with the parties for a site visit. Tom seconded the motion, which passed unanimously.** Mike said it's the forester's responsibility to make a proposal to the Selectboard and he knows that. Martha said the Lustberg's forester has not provided any information yet.
- 8) Request to repair stonewall in right-of-way on Coon Club Road: Van Brunt – Glenn, Bruce, Tom and Mike have all looked at the site. Mike said he has no problem with the scope of work. Bruce agreed. **Glenn moved to approve the request by Jay Van Brunt to repair the stonewall in the right-of-way at 191 Coon Club Road. Tom seconded the motion, which passed unanimously.**
- 9) Consider scheduling a second regular meeting on the fourth Monday at 8:00 AM – **Glenn moved to schedule a second regular monthly meeting on the fourth Monday of each month at 8:00 AM. Tom seconded the motion, which passed unanimously.**
- 10) Discuss and approve warning for October 14th Special Town Meeting – **Glenn moved to approve, as written, the warning for the special town meeting scheduled for Tuesday, October 14th, at 6:30 PM. Bruce seconded the motion.** Tom asked if the Town Attorney and the Trust for Public Land have approved the warning. Glenn said yes. **Glenn called for a vote on the motion, which passed unanimously.** The Selectboard signed six copies of the warning. Glenn noted that the warning is to request authorization from the voters for the Selectboard to acquire certain pieces of the former Ascutney Mountain Resort if they determine that it's in the town's best interest. Glenn said the Selectboard will expedite an informational mailing. Tom noted that the Selectboard scheduled two informational meetings for October 1st and October 9th at 6:30 PM. [*Note: the dates for the informational meetings were subsequently changed.*] Tom noted that non-resident property owners may speak at the informational meetings but not at the town meeting. Glenn said he has a conference call scheduled with the resort property owner board presidents on Wednesday and he will make that clear. Cathy said she hopes to have the postcards printed by the beginning of next week, if not sooner.
- 11) Highway Foreman's report – Mike said the highway department has been fixing damaged culverts. Mike noted another plastic pipe failure on Brook Road. Mike asked if the contract with Springfield Paving was signed and sent back. Martha said yes. Mike said the work on the Knob Hill Road stream bank stabilization is done so the grant paperwork just needs to be sent in. Mike said they are continuing with mowing and starting ditching. Mike asked about the dates for replacing the

Brownsville-Hartland Road culvert. Bruce said Daniels Construction is going to start on October 1st and be finished by October 15th. Tom asked if all permits are in place. Bruce said yes; however, if the work goes beyond October 15th, we'll have to get an extension. Mike said a sign should be posted in Hartland so trucks don't come that way and signs should go up notifying people about the upcoming closure. Mike said he will take care of that. Mike asked Martha to post a notice on the website. Bruce said Barry Sleath is the contact person at Daniels Construction and he will ask Barry to contact Mike.

- 12) Bowers Bridge repair & modification proposal – Glenn said the Selectboard received a proposal from Steve Bodley. Glenn said they also requested a proposal from Jan Lewandoski but they have not heard from him. Steve noted the challenges associated with the project, which make it difficult to estimate the amount of time it's going to take. Steve added that it's going to take 3 to 4 weeks to get the timbers after they're ordered. **Glenn moved to accept the proposal from Steve Bodley for the required work on Bowers Bridge, both Phase I and Phase II, noting that Phase II is contingent on site-related issues. Bruce seconded the motion.** Bruce asked Steve if he'd like to meet at the site with Dan Lesnick to see how Dan might be able to help. Steve said yes. Tom said he would like to proceed with the project as soon as possible. Glenn agreed. Steve noted a gap between the bridge and the abutment. There was discussion about how to close the gap and agreement that a piece of pressure-treated wood would probably work fine. **Glenn called for a vote on the motion, which passed unanimously.** The Selectboard asked Steve to go ahead and order the timbers. Steve said he doesn't like the way the four corners of the bridge look and offered to replace them with no charge for labor. The Selectboard agreed. Mike suggested shoring up the timbers on both sides. Steve agreed.
- 13) Status of Act 250 amendment for work on trail network – **Glenn moved to table this item pending an update from Jim Lyall. Tom seconded the motion.** Bruce said Tom Kennedy had suggested getting gps locations for all the trails but Bruce thinks that can be done later and should not hold up the amendment application. Bruce said Jason Rasmussen is going to try to expedite the application and added that he will keep in touch with the regional planning commission and make sure it gets done and submitted. **Glenn withdrew his motion and suggested putting the item on a future agenda.** Tom and Bruce agreed.
- 14) Discuss status of Trust for Public Land (TPL) grant process – Glenn said the Selectboard met with MFW Associates yesterday and made progress on securing the trail system on resort property, which feeds into the discussion with TPL about acquiring the resort property. Glenn said the Selectboard is meeting regularly on this subject and will be mailing information out to voters in the near future. Glenn said the deadline for TPL to secure an option on the property is September 15th and indications are that we will meet that deadline. Glenn said the attorneys are developing an MOU, which will address the trail easements and hopefully we'll have that in the near future. Glenn said there are no legal red flags at this point.
- 15) Police report – Glenn said there were 19 directed patrols and 19 calls during the period covered by the report, which appears to be from July 9 through July 31. Glenn said he recently had lunch with the new police chief, Bill Sampson, and he is very pleased with Windsor's choice. Tom said we should make the Windsor PD aware that people like to party in the old base lodge. Glenn said he will pass that information along.
- 16) Tree Warden's report – Tom said the number of dead trees is increasing and should be addressed later in the fall.
- 17) Consider signing M.O.U with Green Mountain RSVP – Martha said the town was asked to sign an MOU indicating that we don't discriminate and, by hosting the Bone Builders exercise group, we're not displacing any employees. **Tom moved to authorize the Chair to sign the MOU on behalf of the Selectboard. Bruce seconded the motion, which passed unanimously.**
- 18) Consider signing Hazard Mitigation Grant Program application – Martha said John Broker-Campbell from the regional planning commission is applying for a \$14,980 grant on behalf of West Windsor to update our Local Hazard Mitigation Plan. Martha said the town has to provide 25% of

the funding, or \$3,745, as a match. Martha noted several attachments to the application. **Glenn moved to sign the application for the Hazard Mitigation Grant Program. Bruce seconded the motion.** Glenn said the Selectboard should keep the required match in mind as they develop the 2015 budget. **Glenn called for a vote on the motion, which passed unanimously. Tom moved to authorize the Chair to sign the application documents on behalf of the Selectboard. Bruce seconded the motion, which passed unanimously.**

- 19) Emergency Management Coordination – Tom asked to be authorized as the Selectboard’s representative for emergency management issues and requested a portable radio. **Glenn moved to appoint Tom Kenyon as the Selectboard’s representative to deal with emergency management issues and to authorize the purchase of a radio for his use in emergency management situations. Bruce seconded the motion.** Bruce asked about the logistics. Tom said this would enable him to contact dispatch or the highway department or the Selectboard Chair as needed. **Glenn called for a vote on the motion, which passed unanimously.**
- 20) Review holiday schedule – Tom noted that Christmas and New Year’s are on Thursday this year and asked if the town is going to give employees the following Friday off. Given the effort that the employees put in, Glenn said, he thinks it would be a nice gesture for the town to allow them to have that Friday off but we can make a decision at a later date.
- 21) Correspondence: John Weaver (VT Covered Bridge Society) – Martha said the Covered Bridge Society would like to put identification patches on the Bowers and Best Bridges. Tom asked if the patch goes inside the bridge. Mike said he has seen them on the inside of other bridges. **Glenn moved to grant permission to the VT Covered Bridge Society for the placement of their patches on the inside of the Bowers and Best Covered Bridges. Bruce seconded the motion, which passed unanimously.**
- 22) Other Business – None
- 23) Approve Minutes - August 11th: **Glenn moved to approve the minutes of August 11th as written. Tom seconded the motion, which passed unanimously.** August 19th: **Tom moved to approve the minutes of August 19th as written. Glenn seconded the motion, which passed unanimously.** August 25th: **Tom moved to approve the minutes of August 25th as written. Glenn seconded the motion, which passed unanimously.** September 2nd: **Bruce moved to approve the minutes of September 2nd as written. Glenn seconded the motion, which passed unanimously.**
- 24) Adjourn – **Glenn moved to adjourn at 7:30 PM. Tom seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison