

West Windsor Selectboard
Draft Minutes
December 22, 2014

Present: Glenn Seward, Bruce Boedtke, Tom Kenyon, Cathy Archibald, Mike Spackman, Ashley Pakenham, Mike Doten, Amy Rusiecki, Pat Bartlett, Martha Harrison

- 1) Call to Order – Glenn called the meeting to order at 8:00 AM.
- 2) Changes or additions to the agenda – None
- 3) Sign Town Clerk’s orders – The Selectboard postponed this item until later in the meeting.
- 4) Town Clerk/Treasurer’s Report - None
- 5) Announcements/Public Comment - None
- 6) Review Pakenham trail license – The Selectboard and Ashley Pakenham agreed that there are no problems with regard to the existing trail license. Ashley shared her plans to approach her neighbors about conserving the interior portions of their properties to create, in total, a 550-acre conserved area surrounding the Top of the World. Ashley said the former Hale property, which was purchased by the Crihfields, has already been conserved with the VT Land Trust. Together, the conserved portions of the Crihfield and Pakenham properties include 300+ acres which may be used for recreational activities. Ashley mentioned the possibility of eventually pursuing a connection between the Town Forest trails and the Top of the World trails. Ashley added that she plans to pursue an addendum to her easement with the Land Trust to protect the trails that come down off the Top of the World. The Selectboard thanked Ashley.
- 7) Public Assembly application: Vermont 100 – Amy Rusiecki and Mike Doten were present on behalf of the Vermont 100. Glenn noted that the application appears to be identical to last year’s application. Amy noted that the approval conditions included last year were incorporated into this year’s application. Glenn said he spoke with Dave Dugdale by phone last week and Dave is comfortable moving forward with the event this next year provided all the same conditions are in place. Glenn noted that the town is moving ahead with its efforts to acquire the former resort property to provide a permanent home for the Vermont 100. Tom said people had a hard time finding Silver Hill Road last year. Amy agreed to have larger signs and/or to post a volunteer at the intersection. **Glenn moved to approve the application for public assembly for the Vermont 100 event to be held July 17 – 19, 2015. Bruce seconded the motion.** The Selectboard requested that the additional signage at Silver Hill Road go up prior to July 16th. **Glenn called for a vote on the motion, which passed unanimously.**
- 8) Anticipated request re: use of Queen Victoria Road for logging activities – Glenn noted a letter from Bartlett Forestry and Wildlife, LLC requesting use of Queen Victoria Highway with certain conditions related to drainage, roadwork and restoration activity. Tom asked about the flagged trees. Patrick said originally the property owners who are having the logging done suggested accessing their property via the lower portion of Queen Victoria, which would have necessitated the removal of the flagged trees. After seeing the number of trees that would need to be cut along Queen Victoria, the property owners suggested accessing their property from the

north end instead. Patrick agreed to remove the ribbons from the trees. Patrick apologized for not approaching the town sooner. Patrick discussed drainage issues with the town. Patrick noted that there will be no skidding on the road, just tractor-trailers. Bruce asked if the road is hard enough or needs to be improved. Patrick said they didn't have an issue using the road for work on the neighboring properties. If necessary, Patrick said, Limlaw will put stone down. Bruce asked how they will handle it if the road thaws out and there's a lot of rain. Patrick said they may keep cutting and skidding but would stay off the roads until they're frozen. Tom asked Patrick to take the flags down as soon as possible. Patrick agreed to take them down right now. Mike said he is okay with the proposed work. Patrick offered to take down any trees in the right-of-way that Mike would like removed. **Glenn moved to approve the work in the Queen Victoria Road right-of-way by Bartlett Forestry and Wildlife, LLC, related to the logging job on the Lustberg property. Bruce seconded and amended the motion to specify that, if the road thaws out, the work will cease until the road is suitable for heavy traffic again. Glenn accepted the amendment and called for a vote on the amended motion, which passed unanimously.**

- 9) Board, Committee & Town Officer appointments – **Glenn moved to appoint Chris Nesbitt and Andy Harrington to the Conservation Commission for a 4-year term; Barbara Truex to the DRB for a 3-year term; Jim Kenyon as Emergency Management Coordinator for a one-year term; Ted Siegler as Green up Coordinator for a one-year term; Barbara Truex and Mark Isenberg to the Planning Commission for a three-year term; and Cathy Boedtke and Jim Lyall to the Town Forest Committee for a three-year term. Tom seconded the motion, which passed unanimously. Glenn moved to appoint Hal Pyke as West Windsor's representative to the Southern Windsor County Regional Planning Commission, with Tom Kenyon as alternate representative; Tom Kenyon as representative to the Southern Windsor County Management District; Tom Kenyon as representative to the Transportation Advisory Committee; and Tom Kenyon as Surveyor of Wood. Bruce seconded the motion, which passed unanimously.**
- 10) Continue 2015 Town & Highway Budget Discussions – Highway: Glenn suggested a 2% increase in wages, given the 7% increase in health insurance costs. Cathy said she added the following to the highway budget since the last meeting: wages \$146,000; vacation/personal time \$22,000; social security/medicare \$12,500; medical \$48,100, which includes an additional employee for six months; and retirement \$6,702, for a total highway budget of \$608,095, which is an increase of \$48,880. Cathy noted additional highway invoices in the amount of \$7,900 to be paid before the end of the year. Cathy said the current highway deficit is \$43,670.60. Glenn said with the additional bills and another week's wages, the highway deficit will be approximately \$55,000 at the end of the year. After discussing the increased expenditures on gravel and culverts in 2014, the Selectboard agreed to transfer \$28,000 from the Road Refurbishment Fund to the highway budget for 2014 highway expenses, and to warn an article asking the voters if they want to contribute \$25,000 to the Fund in 2015. Martha asked about the Equipment Fund. Glenn suggested a separate article to ask for additional funds. Tom suggested earmarking the additional funds for future

equipment purchases such as the new loader and grader the town is going to need in 8 or 10 years. Glenn and Bruce agreed. Mike said he's going to replace the 2009 truck this year. Tom asked what projects need to be done, in addition to the Bible Hill culvert. Mike mentioned the Coaching Lane intersection and said Blood Hill Road needs to be widened and improved. Tom suggested moving Blood Hill Road. Everyone agreed that moving the road would be very expensive. The Selectboard agreed to schedule a meeting on December 29th to finalize the budget. Cathy said a 2% increase in highway wages would increase the expense budget by \$2,516.80.

Town: Tom expressed concern about gender inequity with regard to compensation. The Selectboard agreed to discuss Tom's concerns in Executive Session next Monday. Cathy and the Selectboard went through the draft budget item by item. Cathy noted that "Miscellaneous" includes the reimbursement of wastewater wages, hunting license fees, and public assembly fees. The Selectboard agreed to remove the wages and expenses for Constable and First Constable. The Selectboard agreed to put the \$15,000 local match for the hazard mitigation grant under "emergency management expenses" and agreed to increase the budget for tree removal to \$8,500. The Selectboard agreed to warn a separate article for the Library restroom.

- 11) Discuss Hazard Mitigation Grant Project – Martha asked the Selectboard when they would like to do the project. The Selectboard agreed they would like to do it after mud season and after we get a permit from Todd Menees.
- 12) Highway Foreman's Report – Blower: Mike asked about purchasing a blower. **Glenn moved to approve the purchase of a blower for the highway department in the amount of \$4,875 to come out of the Equipment Fund. Bruce seconded the motion, which passed unanimously.** 911 signs: Mike said he thinks the highway department has installed about half of the 911 signs. Glenn said he received a complaint about the aesthetics of the signs. The Selectboard agreed to proceed with installing the signs in the same manner they have been installed so far, near the access to the property but within the highway right-of-way. Martha said she was contacted by someone who lives on a private road who wanted to know if she is going to get a 911 sign. Mike said yes, but we need to get permission to install them on private roads. Mike suggested a letter to those who live on private roads. The Selectboard agreed.
- 13) Consider signing lease agreement for mountain parcel (+/- 470 acres) – Glenn said it is his understanding that MFW Associates has signed the option agreement with Trust for Public Land and will release it upon receiving a signed lease agreement from the town. Glenn said the lease agreement gives the town complete control over the mountain parcel during the option period. **Glenn moved to sign the lease agreement between MFW Associates and the Town of West Windsor. Bruce seconded the motion.** Tom asked how much tax money the town will be losing. Glenn said his recollection is that the lost taxes will amount to less than \$2,000 per year. **Glenn called for a vote on the motion, which passed unanimously. Bruce moved to authorize the Chair to sign the lease on behalf of the Selectboard. Tom seconded the motion, which passed unanimously.**
- 14) Village sewer update – Tom and Bruce said they will finish the sewer connection forms soon. Glenn said the Act 250 permit is being filed. Glenn said he plans to talk with Nathan Cleveland at the Vermont Community Development Program regarding

the need for a line of credit. Tom said the Historical Society plans to have their septic tank removed. Glenn said the plan for the other tanks in the village is to pump them out and fill them with sand. Tom asked about having the Town Hall tank removed. Glenn said we can do it as an “add” item on the bid and decide when we know the cost.

- 15) Police report – Tom asked if Windsor is considering individual cameras for their police officers. Glenn said he doesn’t know. After the first of the year, Glenn said, he would like to invite the new chief to a meeting.
- 16) Other Business – Act 250: Martha asked for feedback on the revised Schedule G for the town forest Act 250 amendment. The Selectboard approved the revision.
- 17) Approve Minutes - December 5th: **Tom moved to approve the minutes of December 5th, as amended. Bruce seconded the motion, which passed unanimously. December 8th: Tom moved to approve the minutes of December 8th as written. Bruce seconded the motion, which passed unanimously. December 12th: Tom moved to approve the minutes of December 12th as written. Bruce seconded the motion, which passed unanimously. December 15th: Bruce moved to approve the minutes of December 15th as written. Tom seconded the motion, which passed unanimously.**
- 18) Adjourn – **Glenn moved to adjourn at 10:15 AM. Bruce seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison