

WEST WINDSOR SELECTBOARD

Draft Minutes

November 1, 2010

Present: Glenn Seward, Tom Kenyon, Bruce Boedtger, Steve Cottrell, Martha Harrison

- 1) Call to Order – Selectboard Chair Glenn Seward called the meeting to order at 6:30 PM.
- 2) Award Town Forest survey contract – Glenn said the Town sent out four RFPs and received two responses. Bruce recused himself from participating in the awarding of the contract. Glenn said the proposal from Bruno Associates is \$10,000, and the proposal from Daniels Survey is \$10,500 to \$11,500. Glenn said, because of the difficult topography, both firms have suggested that the boundary survey be done on an hourly basis. Tom asked where the funding for the survey would come from. Glenn said Conservation Commission Chair Ted Siegler sent him an email stating that the Selectboard has ultimate authority over the Conservation Fund but he hopes the Selectboard will not use more than \$5,000 of conservation funds for the survey. Glenn said Ted is hoping that the Selectboard will ultimately replace whatever amount is used with a little extra in their upcoming budget. Glenn said he emailed and called the Town Forest Committee but received no reply so apparently they don't mind if the Selectboard uses some of their funds to pay for the survey. Glenn said the town has unanticipated revenue of \$104,000 from delinquent taxes, current use, and town clerk fees and therefore he feels that the town is more than capable of funding this project but he thinks \$2,500 should come from the Conservation Fund, \$2,500 from the Town Forest account, with the balance funded by the town. Tom asked when the work will be completed. Glenn said he thinks the survey should happen immediately but if we get bad weather, it may not be completed until spring. Glenn noted that hunting season is approaching. Tom said he doesn't think the Glebe lot has ever been logged. Glenn said he doesn't know. Tom said he hopes we can locate the Glebe lot more specifically because, if it has never been logged, it may contain species that we are not aware of. Glenn asked Bruce if the Glebe lot can be located using deed research. Bruce said yes but neither proposal includes a search for physical evidence of interior lines. Bruce said the boundary of the Glebe lot could be roughly approximated with some flagging. Bruce said because the survey can only be done with gps, there is a window of opportunity when the leaves are off the trees. Bruce noted that neither proposal is for a survey of the entire town forest; more work will need to be done. Glenn said he talked to Bob Farnsworth about constructing a survey using other maps and Bob said there's no way to do that. Bruce agreed that there is no lawful way to do that. Glenn said the work that Ken Burke is doing along the border with Weathersfield will make it easier to survey that line when we're ready. What we're going to have surveyed now, Glenn said, is the northerly border of the town forest. **Tom made a motion to accept the proposal of Bruno Associates for a boundary survey as described in the proposal dated October 21, 2010 for a total of \$10,000, with \$2,500 coming from the Conservation fund, \$2,500 from the Town Forest Committee, and the balance to come from the general fund, with the work to be completed by the end of 2011. Glenn seconded the motion, which passed with Bruce abstaining.** Bruce said Bruno Associates will have to use ATVs to access the area being surveyed. Bruce said if the weather is good the first week of rifle season, they may want to do some field work. Bruce asked Tom and Glenn if they have any concerns about that. Tom said the surveyors should dress accordingly. Glenn said he has no problem with it. Bruce said the surveyors would be as respectful of hunters as possible. Glenn said he is scheduled to meet with Todd Enright on Wednesday, but he's sure that Snowdance won't have a problem with the surveyors using ATVs on the ski trails to access the area. Bruce said he will email Todd Enright and let him know when the surveyors are going to be on the property. Tom said he'll mention in his column that the town forest is being surveyed.
- 3) Consider Wastewater Committee's recommendation on feasibility study – Glenn said the Wastewater Committee had a well-attended informational meeting on October 25th and those present were in favor of moving forward with a feasibility study to consider all options for sewer and water in the village. Glenn said Selectboard authorization would enable the Wastewater Committee to issue an

RFP for the feasibility study. Tom asked if the town has received any letters or emails on the subject. Glenn said no. Glenn added that one of the people attending the meeting said he would like to be kept informed via the town's website so Martha will be putting the committee's minutes and work plan on the website. Glenn said we have nothing to lose and a lot to gain by proceeding with the study. Tom asked about the timeline. Glenn said the study would explore the alternatives available to us with no deadline. Bruce said the study would also inventory the existing systems in the area. Glenn said the Committee's intention is that the study will be "blind" so if there's a problem with an individual's septic system, the individual will not be identified. Tom asked if the study takes possible changes of use into consideration. Glenn said the consultant will consider zoning, possible uses, and capacity. Tom asked if the build-out of the Resort would be factored in. Glenn said that would figure into the allocation but the study is strictly of the village area and not the Resort. Glenn described the limits of the study area and said if the Selectboard wants to tweak the study area, they have to do it now, before the RFP goes out. Tom asked if the committee anticipates a design that can be expanded. Bruce said if we hook onto the pipeline, upgrading is relatively easy, but if we have a land-based disposal system, there's a finite capacity. Tom asked if the study will take into account the fact that someday the library will have water and septic. Glenn and Bruce said yes. Tom said he wants to make sure that the system design is big enough. Glenn said the study will not produce a design; it's just going to outline the alternatives. Bruce said the committee will work with a consultant so there will be discussions and drafts and anyone can come to those meetings. There was brief discussion about the availability of large flat parcels of land suitable for a wastewater system. Glenn said we only pay for the study if we decide to move forward with designing and building a system. Glenn said there are low-interest loans available for design and construction. Tom said the village will die in the future if we don't address these problems. Bruce said there are existing buildings which could have alternative uses if we had water and septic solutions for them. Glenn agreed. Tom said the other factor is the school because, even if it closes, what are we going to do with that big building. **Bruce moved to authorize the Wastewater Committee to proceed with an RFP to begin the feasibility study. Glenn seconded the motion, which passed unanimously.**

- 4) Formalize Fourth of July Committee – Glenn said he tried unsuccessfully to get the names of the committee members today. Glenn said the committee is concerned about liability issues with the parade and the fireworks. Because there is not a documented connection between the town and the Fourth of July committee, Glenn said, there's a concern that the town's liability insurance might not cover the event. Glenn said the Town Attorney and the Vermont League of Cities and Towns recommend that the committee be formalized to address the liability concerns. Tom said in the past the Selectboard has recognized that the celebration is a town function and the reports have always appeared in the town report, which certifies that it's a town function. Glenn asked if there is a reason not to formalize the committee. Tom said no, it's just a duplication as far as he is concerned. Tom said if you appoint members, you might leave someone out. Bruce said he has no problem with making it an official committee and appointing members. Bruce said we can get a list of members and appoint them at our next meeting. Tom agreed.
- 5) Other Business – Library: Tom said the Library Trustees met on the 22nd and they have two proposed articles for inclusion on the warning for Town Meeting; one is a request for increased funding to open the library for more hours, and the other has to do with funding to replace the library's slate roof in 2012. Tom submitted the proposed articles to the Chair. Town Hall Railings: Tom said the railings for the new ramp have been installed, with one slight change, but the contractor is not going to charge for the additional labor.
- 6) Adjourn – **Bruce made a motion to adjourn at 7:15 PM. Tom seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison