

West Windsor Selectboard  
Draft Minutes  
April 11, 2016

Present: Dick Beatty, Tom Kenyon, Mike Spackman, Martha Harrison, Cathy Boedtke, Bob French, Claudia Sacuk, Glenn and Shelley Seward, George Calver (VT Standard)

1. Call to Order – Selectboard Chair Dick Beatty called the meeting to order at 6:30 PM.
2. Changes or additions to the agenda – Town Hall heating system and clock; email from Dan Purjes; request from highway department employee
3. Announcements/Public Comment – Claudia Sacuk said it was awkward and uncomfortable the way Tom brought up the Town Clerk’s raise at Town Meeting and a lot of people are upset about it. Claudia also asked why the town still needs a fourth road crew member. Regarding police coverage and the recent incident in which a resident had his wallet stolen, Claudia said she doesn’t think having a different police service would have prevented that. Regarding Bowers Bridge, Claudia said she hopes the town doesn’t close the bridge and asked if additional signage would make a difference. Dick noted the existing “no trucks” sign. Claudia also felt that plowing and sanding Brook Road following the recent snowfall was unnecessary.
4. Sign Town Clerk’s orders – The Selectboard agreed to sign the Town Clerk’s orders and the cemetery deeds at the end of the meeting.
5. Town Clerk/Treasurer’s Report – None
6. Brownsville General Store: water concerns – The Selectboard passed over this item because the owner of the General Store was not present.
7. Application for Public Assembly: July Fourth Festivities @ resort area and center of town; July 3<sup>rd</sup> and 4<sup>th</sup>, 2016 – Cathy Boedtke asked if the Selectboard has considered her request that the town cover the cost of law enforcement for the July Fourth celebration. Cathy also wondered about the status of the sewer project and whether it would impact the event. Tom said the roads will be useable by then. **Tom moved to approve the application. Dick seconded them motion, which passed unanimously.** Dick said the Selectboard will put the request regarding police coverage on their next agenda.
8. Review and consider signing Lease Agreement with Mt. Ascutney Outdoors – Dick noted that the Lease Agreement is not available yet. **Tom moved to table consideration of the agreement. Dick seconded the motion, which passed unanimously.**
9. Replacement of Mile Long Field bridge: Glenn Seward – Glenn said a week ago, he investigated the bridge with Todd Menees from the Rivers Program and they realized that the condition of the bridge is not good. Miller Construction subsequently evaluated the bridge and deemed it unsafe. Glenn said since the town has a 10’ wide recreational easement over the bridge, he wanted to discuss it with the Selectboard before moving forward with replacing the bridge. Glenn said the bridge would have to be closed for a couple of weeks during construction. Glenn said he doesn’t think any permits will be required because all the work is being done out of the stream. Glenn asked if the Selectboard needs any additional information. Dick said if it’s unsafe, the public shouldn’t be using it. Shelley said it’s unsafe for vehicles, not for pedestrians. Tom asked about the right-of-way connecting Mile Long Field to Route 44. Glenn said he and Shelley now own that right-of-way, which also serves as a driveway for the Plausteiner residence. Dick suggested signage notifying the public when the bridge is out of service. Shelley said they will let Martha know so she can post notice on the website. Glenn said they would like to get it done as soon as possible. Glenn

said they will put up signs and barricades while the bridge is out of service and they will file for a zoning permit before proceeding with the work. Tom asked if the new bridge will carry the forestry truck. Glenn said yes. Tom asked if the work is being done at the Seward's expense. Glenn said yes.

10. Appoint EC Fiber delegates – Martha said Ken Parrot is willing to continue to serve as the town's alternate EC Fiber delegate, but Dave Halpert has not confirmed his willingness to continue to serve as the town's primary delegate. Martha suggested passing over this item until the next meeting. The Selectboard agreed.
11. Highway Foreman's report – Stormwater culvert: Mike said he met with the state stormwater permit specialist and he had no concerns about the town repairing the culvert and ditching along Ski Tow Road, which he plans to do on Wednesday. Mike asked where the money for the work is coming from. Dick asked for a cost estimate. Mike said he thinks it will be one day's work for an excavator, which is over \$1,000. Tom asked how much of the pipe is bad. Mike said they'll find that out when they start digging. Dick said it has to be done because people are going to start using the parking lot soon, for the Fourth of July and other events. Tom said this raises the question about where the funds will come from when work needs to be done on the Town Forest property. Dick said a portion of the funding will probably come from the Conservation Commission. Tom said he is comfortable authorizing Mike to proceed and, when we know what the total cost is, we'll figure out where the funds should come from. Vermont Clean Water Act: Mike said he finds it disturbing that the town is going to have to pay \$2,000 per year (\$2,400 the first year) to get a permit to allow our stormwater to go in our ditches. Mike said the cost is the same for every town regardless of how many miles of roadway the town has. Mike said if the town doesn't pay the permit fee, we won't get any state highway aid or state grants. Dick suggested the town address this with our representatives. New hire: Mike said the ad for a new highway crew member will be going out in the next week or so.
12. Contractor bids – Mike recommended that the town use Dan Lesnick (DLX) as our primary excavation contractor and Jim Farrell (One Earth Excavating) as our secondary contractor. **Tom moved to accept Mike's recommendation. Dick seconded the motion, which passed unanimously.**
13. Sand and gravel bids – Mike recommended that the town get sand from D&D and cerspak from both Cersosimo and Twin State. **Tom moved to accept Mike's recommendation. Dick seconded the motion, which passed unanimously.**
14. Approve Annual Financial Plan for Highway Department – **Tom moved to approve and sign the Annual Financial Plan. Dick seconded the motion, which passed unanimously.**
15. Approve Class 2 paving and highway structure grant applications – Martha said the town is re-applying for a grant to replace the culvert on Bible Hill Road. The total cost is \$145,415. The town is also applying for a grant to pave about 5 miles of Brownsville-Hartland Road for a total cost of \$249,968, with the town's share being \$74,968. **Tom moved to approve the submission of a Class 2 paving grant application and a highway structures grant application. Dick seconded the motion, which passed unanimously.**
16. Approve Better Roads grant application – Martha said this application is for the Coaching Lane/Route 44 intersection with a total project cost of \$24,185. The town would cover 20% of the cost. **Tom moved to approve the submission of a Better Roads grant application for the Coaching Lane/Route 44 project, and to authorize the Chair to sign the application. Dick seconded the motion, which passed unanimously.** Cathy asked if the project will take place this summer. Mike said we may proceed with it regardless of grant funding. Tom noted several accidents at the intersection.

17. Hydrant and dam behind fire station – Tom said the grant applications for the dry hydrant and the removal of the dam behind the fire station have been submitted.
18. Ratify letter of support for SWCRPC's 2017 VT Clean Water Initiative Grant Application - **Dick moved to ratify the letter of support for SWCRPC's 2017 VT Clean Water Initiative Grant Application. Tom seconded the motion, which passed unanimously.**
19. Emergency management siren – Tom said the fire department is no longer using the siren so the town can use it for emergency management. **Tom moved to accept the siren as a gift from the fire department and mount it in the Town Hall clock tower. Dick seconded the motion, which passed unanimously.**
20. Lawn mower purchase – Tom said the town and the Brownsville Cemetery Association share the cost of maintenance equipment from time to time. Since a new mower will be needed in 2017, Tom suggested that the town allocate \$3,000 toward the purchase in next year's budget.
21. Stormwater pipe in parking lot – This was discussed under item #11.
22. March police report – Dick noted that the contract with Windsor is up for renewal at the end of June so the town should be in touch with the Police Chief. Tom noted that one building in town was broken into three times this past weekend and there was no response. Tom was concerned about the Windsor Police Department's capacity to cover Hartland as well as Windsor and West Windsor.
23. Take any action necessary with regard to closing on the Hale property – Dick noted that the property owner has certified that he has removed everything he wants from the property and anything remaining he is abandoning. Martha said there's a fridge, a couple of couches, a mattress and a stove but he doesn't want them. Dick said it's his understanding that the cost of demolishing the property is included in the grant. The closing is scheduled for April 13<sup>th</sup>. Martha said the Two Rivers Ottauquechee Regional Planning Commission is providing the matching funds for the purchase and removal of the mobile home and they need the town to sign a subrogation agreement as "grantor." **Tom moved to authorize the Chair to sign the agreement on behalf of the Selectboard. Dick seconded the motion, which passed unanimously.** Martha said the town also needs to certify that the property has been inspected and found vacant. Martha said she stopped by after work today and, as reported by the owner, it's not completely empty. Tom asked if the fuel tank is empty. Martha said the town has to take care of that as part of the project. **Tom moved to authorize Martha to sign the certification forms.** Dick asked Martha how she got across the river. Martha said she didn't cross the river; the grantors agreed that it was okay not to.
24. Other Business – Town Hall clock: **Tom moved to accept Balzer's bid of \$26,600 to restore the clock, noting that \$10,000 was set aside in 2015 and \$10,000 was appropriated in 2016.** Tom said Dave Silvester is interested in doing the carpentry work, and there will also be some electrical work by Stoney Electric so the total will be about \$40,000. The work could be done in September/October 2016. Tom said there are two options for an enclosure for the clock; one would cost \$4,852 and the other would cost \$5,110. Tom suggested waiting to decide on the enclosure. **Dick seconded the motion, which passed unanimously.** Heating system: Tom said he has looked into many avenues and recommends that the Selectboard waive the bid process and award the contract to Dead River for approximately \$78,000, which includes the pad for the new propane tank, and the removal of the old fuel tank. Tom said the correctional facility has agreed to do any patching and painting at minimal cost. Tom said he looked into geothermal and was told that it would put us in the poor house. Tom said a number of people told him that base board hot water would have minimal maintenance and would heat the building just fine. Dick asked if

there's any urgency. Tom said the furnace keeps quitting. Dick asked when the work would be done. Tom said it would be done by September and they're giving us a very good price on propane. Tom said the funds would come from the reserve fund. **Tom moved to accept the contract from Dead River at approximately \$78,000. Dick seconded the motion, which passed unanimously.** Highway employee request: Tom said the retiring highway employee has requested that the town cover his health insurance cost from the date he retires until January 1, 2017. Tom said he is concerned about setting a precedent. Dick said he thinks Win should be involved in this decision, which wasn't on the agenda. **Tom moved to table consideration of this request until the full board is present.** New hire: Tom asked when the new hire will start. Mike said sometime in June. Mower: Mike said the mower will be ready to go when mowing season starts. Brownsville Cemetery Association: Tom said Dwight, who chairs the association, is to be paid \$20 per hour and the assistant is to be paid \$18 per hour. Dick noted that this was decided at the last meeting. Phone system: Dick asked if the phone system with EC Fiber is operative. Martha said they are scheduling the work with Key Communications. Mike said EC Fiber is not happy with the speed they're providing to West Windsor but they're working on it. Dick said he is very happy with EC Fiber's speed at his house. There was discussion about West Windsor's progress in the competition for a town-wide build out. Martha noted that if we do get a town-wide build out, at \$30,000 per mile, with about 40 miles of road to be done, that's a \$1.2 million investment in our town by EC Fiber. Dick said EC Fiber recently gained access to additional funding, which will allow them to expand their network. Fire Chief: Tom said Mike is about to start his 31<sup>st</sup> year as Fire Chief.

25. Minutes – March 28, April 4, April 7: **Tom moved to defer consideration of the minutes.**
26. Sign Town Clerk's orders – **Tom moved to sign the Town Clerk's orders and the two cemetery deeds.**
27. Adjourn – **Tom moved to adjourn at 7:40 PM. Dick seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison