

West Windsor Selectboard
Draft Minutes
April 13, 2015

Present: Dick Beatty, Tom Kenyon, Glenn Seward, Gordon Troy, Robin Simpson, Bruce Boedtke, Mike Spackman, Laura Stillson, Steve Bodley, Shelley Seward, Shirley Ouelette, Martha Harrison

1. Call to Order – Selectboard Chair Dick Beatty called the meeting to order at 6:30 PM.
2. Changes or additions to the agenda – summer events
3. Sign Town Clerk’s orders – Dick and Tom noted that they signed the orders earlier in the day.
4. Town Clerk/Treasurer’s Report - None
5. Announcements/Public Comment - None
6. Highway access application; Simpson-Troy (Queen Victoria Rd.) – Gordon Troy said he talked with Mike Spackman last fall. Tom said the road is Class 4 and will stay Class 4. Gordon said they wouldn’t want it any other way. Dick noted the improvements to the road that the applicants are proposing to make. Mike had no concerns about the proposed access. Glenn moved to grant initial approval for the proposed residential access for parcel #7-2 on Queen Victoria Road. Tom seconded the motion, which passed unanimously. Mike said there should be signs posted whenever they are working within the highway right-of-way and they can borrow signs from the town. Robin asked if she and Gordon would be responsible for maintaining the north end of Queen Victoria Road as if it were their driveway. Mike said yes.
7. Letter of support request, High Meadows grant, Phase 2 geomorphic study follow-up – Laura said she and four others from the towns of Reading, Windsor and West Windsor are collaborating on a flood resiliency project. Together, they attended the Leahy Environmental Summit in March and are applying for a grant for planning and education. Laura said West Windsor hosted the Phase 1 geomorphic meetings so Reading and Windsor are going to host the Phase 2 meetings on April 23 at the Reading Town Hall, and April 30 at the Precision Museum. On behalf of the Selectboard, Dick signed a letter supporting the High Meadows grant application. Laura asked if she could continue to represent West Windsor on this project. The Selectboard agreed that she could.
8. Highway Foreman’s Report – 911 signs: Mike said he’s waiting for more posts so they can finish the Brownsville-Hartland Road and Route 44. Grading: Mike said the highway department has started grading the roads. Sand bids: Mike said D&D bid \$7.65 per cubic yard, Casella bid \$7.50, and Jarvis bid \$8.00. Mike recommended going with Casella with D&D as back-up if we can’t get the quantity we need from Casella. **Tom moved to accept the Highway Foreman’s recommendation. Dick seconded the motion, which passed unanimously.** Gravel bids: Mike said D&D bid \$13 per cubic yard, Jarvis bid \$12 per cy, Cersosimo bid \$14 per cy for cerpak, Twin State bid \$8.50 per ton, and Pike bid \$8.75 per ton. Mike recommended using Cersosimo and D&D. **Tom moved to accept the Highway Foreman’s recommendation. Glenn seconded the motion.** Mike noted that Jarvis has good material but they don’t have a loader operator at the pit, which takes additional time. **Dick called for a vote on the motion, which passed unanimously.** Equipment bids: Mike said bids were received from DLX and One Earth Excavating. Mike recommended using DLX as the town’s primary excavation contractor

and One Earth Excavating as the town's secondary contractor. **Tom moved to accept the Highway Foreman's recommendation. Dick seconded the motion, which passed unanimously.** Job applications: Mike said he has received three applications for the new crewmember position so far. Tom asked how the town is going to establish a rate of pay. Mike suggested negotiating that with the selected applicant. Dick asked if the new employee will be an addition to the existing highway staff. Mike said yes.

9. Approve town highway paving and structures grant applications – Martha said she made a few minor changes to the structures application after talking with Mike; she removed the excavation, added \$2,000 for tree removal, and increased the amount for guard rail, so the new total is \$139,604. Martha said the paving grant application is for \$218,697. **Tom moved to approve the submission of the applications. Dick seconded the motion, which passed unanimously.** Tom asked if signatures are required. Martha said no.
10. Consider proposal for appraisal of Brook Road property – Dick noted the proposal is from Sargeant Appraisals to appraise the property at 816 Brook Road as of August 27, 2011 (the day before Tropical Storm Irene) for \$700. **Tom moved to accept the proposal. Glenn seconded the motion, which passed unanimously. Tom moved to authorize the Chair to sign on behalf of the Selectboard. Glenn seconded the motion, which passed unanimously.**
11. Consider signing FEMA Model Deed Restriction form – Martha said this form needs to be signed in connection with the Hazard Mitigation Grant buyout proposal. Martha said the form indicates the town's agreement to keep the property as open space in perpetuity. Dick asked if the deed is from the property owner to the town. Martha said yes. Dick asked what happens to the existing structure on the property. Martha said part of the funding will be used to remove it. The Selectboard members signed the form.
12. Water System update – Dick said he spoke with Paul Giuliani today and the petition to sell the water system to the town was filed today with the Public Service Board. Dick said the petition was amended to include language suggesting that any issues with Mountainside concerning the booster pump and well should not impede the process. Dick said the attorney for Mountainside notified Paul that they plan to file a petition for a hearing, which would delay the process. Dick said if Mountainside does not file a petition, the process should take about 30 days. Dick said the town's engineers have suggested bypassing the booster pumps at Mountainside. Regarding the emergency work needed to bypass the booster pumps at the base lodge, Dick said Paul's opinion is that the town might want to consider waiting until we own the system to contract for the work. Dick said Paul thinks a letter from the town's engineers recommending that the work be done in a timely manner would help with the PSB approval process. Dick noted that the initial estimate for all the water system work is \$200,000 and bypassing the Mountainside booster pumps is a very small part of that. Dick said the funds for the work will come from loans which will be repaid by the water system users. Glenn asked if the Utility Advisory Committee (UAC) has weighed in on any of this. Dick said no. Martha said the UAC is meeting this Friday and UAC Chair John Bossen was in on last Friday's meeting with the town's engineers. Martha said she also forwarded the latest draft water system plans to the UAC so it will be on their agenda for discussion. Shirley Ouelette asked about Dennis Brown manually running the pumps for the water system. Tom said yes; the pumps have been frozen. Shirley asked if anyone else knows how to do what Dennis has been doing, in case we need back-up. Dick said that's a good suggestion.

13. Village Sewer update – Martha said she heard from Rep. Donna Sweaney that our pollution abatement grant was not approved this year but the legislature figured out what our debt service would be with the grant, and without the grant, and the state is going to pick up the difference. Martha said we are still eligible for the grant but, until we actually get it, we'll probably have to keep requesting the subsidy every year. Martha said she also heard from Nathan Cleveland that, in terms of our CDBG-DR funding, it's okay if our sewer project extends into 2016. Martha said the town's engineers are going to send drawings and easements for the individual sewer service connections and Tom is going to be in charge of getting signatures. Martha said according to Joe Duncan, A+E wants to get bids out by the end of May and shovels in the ground in July, and he's still hoping the whole project will be finished by the end of the year, but if it isn't, at least we know our funding is okay. Dick noted that the town also received an estimated cost of \$170,000 on the bid alternate from Seems Road to Harrington Road, along Route 44.
14. Consider signing EC Fiber Interlocal Contract – Dick said the contract has not been finalized yet but Matt Birmingham has spoken with Paul Giuliani and Matt is going to make some changes having to do with the default provision and the ownership of the hardware.
15. Nilson property acquisition – Dick said Matt is in touch with the property owners and VAST. Tom noted the town's interest in a license, rather than an easement.
16. Town Hall: heating system, generator, vault space, fire safety – Tom said he thinks the town needs to come up with a long-term plan to address all these problems. Dick asked if all these items are connected with fire safety. Tom said yes.
17. Consider proposal to increase the height of the balcony railing – Tom said Fire Safety specified the height the railing has to be. Tom said it would be acceptable to remove the brass railing and raise it up to the required height. Tom said the correctional facility will do the work for \$300 plus materials. Glenn asked where the funds will come from. Tom said the funds would come from the Town Hall maintenance budget. Glenn moved to approve the correctional facility's proposal to do the work. Dick seconded the motion, which passed unanimously.
18. Police report – The police report for March was not available.
19. Review recommendations from Division of Fire Safety – Tom asked to have this item on the agenda for the regular meeting in May.
20. Correspondence: Green Mountain Horse Association (GMHA) – Dick said the town received notice from GMHA about their events in various locations in town. Dick asked if the Windsor Police Department has received a copy of the notice. Mike said they are not usually involved but they might appreciate a copy. Martha will send the notice to the police department.
21. Other Business – Summer events: Martha said MFW has allowed various summer events to occur on their property over the past few years with no charge; this year they would like to charge a fee equal to the amount of their past due sewer charges. Dick asked about the amount of the past due charges. Glenn said the charges due are \$4,733 (*subsequent correction: \$4,377.75*). Dick said the Utility Advisory Committee (UAC) should weigh in on this issue since it would reduce their budget by that amount. Glenn asked if anyone has been in contact with Mike Silverman about this. Martha said no; she wanted to know the Selectboard's thoughts on it first. Glenn agreed that the UAC should weigh in on it. Martha said she did mention it to UAC Chair John Bossen today and suggested that it go on their agenda. Glenn suggested using the land that the town has under lease for the

events. Martha said the town isn't leasing the areas the events typically use but maybe the events could be moved. Dick asked if, going forward, the events will use the parking lot or if the plan is to continue to use the area around the Cunningham Building. Dick was concerned about the request for compensation becoming an annual request. Laura said the finish line for the Vermont 50 has been up by the base lodge in the past and, if we want it to be up there again, we should be sure there's allowance for temporary structures. Laura said thousands of people attend the Vermont 50 and she's concerned that there won't be enough room in the old day skier parking area. Laura said she will contact Mike Silverman and the race committee. Dick asked about the restrictions that will be imposed on the property with the conservation easement. Laura said she received a draft of the easement last week and it's not a concern at this point but if we know we're going to need temporary structures, we should include a provision for that in the easement. Dick asked if Laura's committee is reviewing the easement and if the Selectboard will get a copy at some point. Laura said yes. Laura asked if the fee requested by MFW is for all three events: the Five & Dime, the mountain bike festival, and the Vermont 50. Martha said yes. Laura said STAB is trying to move the mountain bike festival up to the area leased by the town. Tom noted that Orange Lake owns much of the land near the hotel. Martha said they don't own the Windsor or Essex buildings. Glenn said Orange Lake now manages the Essex building. The Selectboard agreed to refer MFW's request to the UAC and the event organizers for their input.

22. Reschedule May meetings – Dick suggested deferring this item to the next Selectboard meeting on April 27.
23. Approve Minutes - March 23, March 24, April 1 & April 3: **Tom moved to approve the minutes as written. Dick seconded the motion, which passed unanimously.**
24. Adjourn – **Tom moved to adjourn at 7:30 PM. Glenn seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison