

**Town of West Windsor  
Selectboard Meeting  
Monday April 24, 2023  
6:30 pm Town Hall and Zoom  
DRAFT MINUTES**

**Present in Person:** Mark Harley, Deb Shearer, Mark Higgins, Matt Kantola, Cathy Archibald, Mike Spackman, Mark McGuire, Laura Stillson

**Present via Zoom:** Michael Coughlin (the Vermont Standard)

**Agenda**

**1. Call to Order**

Matt called the meeting to order at 6:31pm

**2. Changes or Additions to Agenda**

Guarencia Opach, 1191 Ski Tow Rd. discussed an issue with a drainage culvert that is eroding her yard and damaging her house. Mike stated that he had looked at it and it's not in the right of way.

Mark McGuire of 1177 Ski Tow Rd said that the runoff from the road is threatening the sewer pipe. He says that he's lost 5-10% of his yard. There's no way for the water to dissipate; he mentioned the clay-like nature of the glacial til noted that there had been some sewage smell lately.

Matt said that he will make some time this week to take a look at it.

**Town Hall Stone Wall:** Cathy mentioned the stone wall outside of the Town Hall and that it needs to be repaired.

**Indeed application fee:** Chris mentioned that there's a \$54 per application Mark suggested using a new account or capping the applications at 5.

**3. Announcements/Public Comment**

Matt noted that we need a Sexton for the Sheddsville Cemetery. We had an inquiry about a burial today and need to appoint someone to the position.

#### **4. Town Clerk's Orders**

Nothing of note.

#### **5. Highway Foreman's Report (Including Highway Department Job Search)**

Mike mentioned a class that the highway department took on OSHA compliance and work safety. He said there's a list of things they need to get in order to comply, and it should be doable shortly. He said that spreading gravel and grading is about 7/8 done and that we've received a number of gravel bids, as follows:

- St. Pierre: \$11/ton for winter sand. \$9.50/ton for gravel
- Twin state: sand \$11.50/ton and \$9.80/ton for gravel
- Pike winter sand \$11/ton and gravel \$9/ton
- D&D Winter sand \$10 per cubic yard, crushed gravel \$14 per cubic yard.

Mike recommended twin state for  $\frac{3}{4}$  crushed and super-grit sand, as well as D&D for winter sand.

*Matt made a motion to use Twin State for 3/4" crushed stone at \$9.80 per ton and for super grit sand at \$11.50 per ton and D&D for winter sand at \$10 per cubic yard, all in the quantities that Mike Sees fit. The motion was seconded and passed with all in favor.*

*Matt made a motion to go with DLX for contractor bids. The motion was seconded and passed.*

#### **6. Highway Access Application**

The town received a highway access application for a parcel on West Rowe Hill Rod. Mike Spackman has not had a chance to look at it as it just came in, so Matt tabled it until the next meeting.

#### **7. Boundary Line Fence/Stone Wall Repair Application**

Laura Stillson explained that her property line on S. Knob Hill Rd. abuts a town property. She would like permission from the town to close the opening in the stone wall that was created to facilitate logging. She would like to hire someone to do the work but wants the town's permission to go forward.

Matt said he thinks it's fine to close the stone wall.

#### **8. Municipal Energy Resilience Grant**

*Matt made a motion to proceed with requesting an energy audit via the MERG Program and the regional commission. Mark Higgins seconded and the motion passed with all in favor.*

## **9. Sewer Allocation Preliminary Application**

A preliminary sewer allocation application was made by a resident on Village Lane. *Matt made a motion to approve the application. Mark Higgins seconded and the motion carried.*

## **10. Water System Capacity Evaluation**

Chris said that there was an inquiry by the West Windsor Volunteer Fire Department two weeks ago into the Mountain Water System's capacity to support new construction. She noted that our permit states that there is capacity for new construction and that the state does not oversee or constrain our allocation structure. She said that this and one other recent inquiry seem to indicate that this is a good time to revisit our reserve capacity and equivalent user determinations and make sure that we have an accurate picture of exactly how much new capacity can be added to the system.

## **11. Sheddsville Cemetery Mowing**

*Mark Higgins made a motion to hire Nathaniel Slarve to mow the Sheddsville Cemetery twice per month at a cost of \$360 per mow. The motion was seconded by Mark Harley and passed with all in favor.*

Matt mentioned green burials and asked Chris to touch base with the Sustainability Committee to see if it's something they are willing to look into.

## **12. Butcher and Pantry Catering Permit**

Cathy noted that this was for May 6 event at Ascutney Outdoors from 10am to 3pm.

*Matt made a motion to approve the Butcher and Pantry's catering permit for the Vermont Overland Trail event at Ascutney Outdoors. Mark Harley seconded and the motion carried.*

## **13. Results of WWVFD Water Test**

The West Windsor Volunteer Fire Department (WWVFD) reported on Monday, April 10 that there was some uncertainty about whether the fire department building was on the town water system or its own well, and if on the town system, was there a permitted allocation. P2 Environmental on Monday, April 24 did a quick shut-off test and determined that the WWVFD building is *not* drawing water from the town system but rather utilizes its own well.

## **14. Key Communications Ethernet Cable Bid**

The Selectboard declined to go forward with a bid from Key Communications for a \$923 bid to install an ethernet connection in the Selectboard meeting room.

**15. Other Business**

None.

**16. Approve Minutes of April 10**

*Mark Higgins motioned to approve the minutes; Mark Harley seconded and the motion carried.*

**17. Executive Session**

V.S.A. 1(D) Grievances

The Selectboard adjourned at 7:40 pm and Matt made a motion to enter into an executive session.

**18. Adjourn**

*The Selectboard returned from executive session and adjourned at 8:10 pm.*