

**West Windsor Selectboard Minutes**  
**Monday, August 28, 2023**  
**6:30 pm Town Hall and Zoom**

**Present in Person:** Matt Kantola, Mark Higgins, Cathy Archibald, Shelley Seward, Matt Frederick,

**Present via Zoom:** Mark Harley, Deb Shearer, Chris Dolan

**1. Call to order**

A quorum being present, Matt Kantola called the meeting to order at 6:30pm

**2. Changes or Additions to Agenda**

None

**3. Announcements / Public Comment**

Chris Dolan presented questions to the Selectboard for clarification on some prior expenditures and plans for the remaining ARPA expenditures. Matt answered the questions presented. Shelley Seward mentioned that AO has some materials that may be helpful with the projects contemplated.

Matt announced that the roof repairs were complete last week.

**4. Town Clerk's Orders**

Matt Kantola stated that he had reviewed the Town Clerk's Orders and signed them. Matt described the expenditures as routine.

**5. Highway Foreman's Report**

Mike Spackman presented the Highway Foreman's report. The Highway Department had a conference call with FEMA today. Another call is scheduled for next week. The storm repair from the July storms is 95% done. The remaining work involves the bridge on Churchill Road. Mike then turned to the MRGP grant with the update that the Highway Department may be able to finish this week. The crew went back to John Meyers today and then to Ski Tow. Mike also spoke with state coordinator for the Better Roads grant on Sheddsville. The Sheddsville project doesn't need to be complete until 9/30/24. The work can be done piecemeal. The new Town truck should be here in 6 weeks. The mower tractor is still down. The Highway Department is still waiting on a part from the factory but luckily the equipment is still under warranty.

**6. Ragnar Liquor Permit**

*Upon motion duly made and seconded, the Selectboard unanimously approved the DLL permit for the Ragnar race event at Ascutney Outdoors.*

Matt Kantola mentioned that the Overland went well the previous weekend. Shelley Seward mentioned that there were luckily minimal injuries this year.

## **7. Baudette Property Line Discussion**

Marc Baudette presented an issue. He abuts the Town Garage lot. A discussion ensued about expectations regarding the borders of the various lots. Mike Spackman offered to have a pin put out to assist with visualizing the lot boundaries.

## **8. FEMA grants**

Mark Higgins presented the state of affairs with FEMA. He mirrored most of Mike Spackman's update. The meeting with FEMA next week is an important one because the Town will present its requests for reimbursement at that meeting.

## **9. Library Request to use Town Hall**

Matt Kantola previewed the Library's request to use Town Hall for an event. A facility use request has not yet been submitted. The Library is looking for a projector.

## **10. Town Clerk update**

Cathy Archibald has given her notice to retire. Her last day will be December 29 after 29 years. The Selectboard will begin advertising for applicants soon. Cathy will be missed.

## **11. OML complaint**

Mark Higgins presented an Open Meeting Law complaint that had been submitted due to the filing of minutes of the July 10 meeting of the Selectboard outside of the statutorily required time. Mark noted that the July 10 meeting took place prior to all the storms that have taken primacy in priority and that the Selectboard is doing its best without a permanent Town Administrator in place.

## **12. Other Business**

None.

## **13. Executive Session**

*Upon motion duly made and seconded, the Selectboard unanimously voted to enter executive session at 6:57pm for the reasons set forth in 1 V.S.A. § 313(3).*

The Selectboard came out of executive session at 7:12pm.

## **14. Approve Minutes of August 14**

*Upon motion duly made and seconded, the Selectboard unanimously approved the minutes of August 14.*

## **15. Adjourn**

*Upon motion duly made and seconded, the Selectboard unanimously voted to adjourn at 7:17pm.*