

West Windsor Selectboard
Draft Minutes
December 18, 2017

Present: Dick Beatty, Brett Myers, Win Johnson, Cathy Archibald, Mike Spackman, Martha Harrison, Cathy Hoyt (Windsor on Air)

- 1) Call to Order – Selectboard Chair Dick Beatty called the meeting to order at 6:04 PM.
- 2) Changes or additions to the agenda – None
- 3) Announcements/Public Comment – None
- 4) 2017 & 2018 Budget Review/Discussion – Capital Budget: Win provided a draft capital budget for equipment and road maintenance for the highway department, which he prepared after several discussions with Mike. Based on capital needs, Win suggested budgeting a \$110,000 contribution to the Equipment Fund and a \$20,000 contribution to the Road Maintenance Fund. Win noted that, at the end of 2023, the Equipment Fund should have approximately \$165,000 in it. Another \$110,000 contribution in 2024 will bring the balance up to \$275,000, but we have to replace the grader that year, which will cost more than that so we'll have a deficit. Mike estimated that a new grader will cost \$350,000. Regarding the Road Maintenance Fund, Win said the budget assumes that we get every grant we apply for, which is not realistic. If we don't get a grant for a particular project, we'll have to decide whether or not to do the project. Martha said the Equipment Fund budget is missing a truck replacement in 2023. Win said, in that case, we'll need to review the budget again because we'll have nothing in reserve with which to purchase the new grader. Mike said we can borrow the money if necessary. Win noted that the capital budget does not include funds to replace the failing slope on the Brownsville-Hartland Road and it does not include funds to move the sand pile. Dick asked if the property offered for sale by Gary Burke would be used for the sand pile if the town purchased it. Mike said yes. Dick said a good part of the property is probably wetlands. Mike agreed that two of the four acres are probably not usable. Brett asked where the sand would go. Mike said behind the building. Mike said there may be a surplus in the Highway budget this year; if there is, the surplus could go into the Equipment Fund. Cathy said the total paving cost was \$244,471, not \$224,471. Win said that change will lower the balance in the Road Maintenance Fund. Highway Budget: Cathy noted the changes she has made to the highway budget since the last meeting. Win suggested some additional changes, including the new fees associated with the Municipal Roads General Permit. Win noted that we don't budget grant revenue for special highway projects, but we do budget the expense. Town Budget: Brett said she talked with Paula Wehde about Windsor on Air's request for a contribution. Paula said they film 2 to 3 meetings per month in Windsor and the Town of Windsor contributes \$2,500 each year. Regarding health insurance, Cathy said the cost went up 9%. Win suggested breaking out principal and interest for the EC Fiber loan. Win said he got an email from Tom Marsh about traffic ticket revenue and expects to have more information tomorrow. Win said the police contract will increase by 5% next year, but he doesn't know when the increase goes into effect. Cathy said she thinks it goes into effect January 1st but she will check the bills from last year. The Selectboard budgeted \$95,000 for law enforcement, which includes a \$2,500 fee to ECA for the use of the tower on the mountain. Mike said Weathersfield may be expanding its police force to cover other towns so we may have another option in the future. Win said he is waiting to hear from Cynthia Stoddard about how much we should budget for NEMRC in 2018. Cathy said Cynthia is coming on the 28th for a full day of training but that's only two days before we start using the

new system. Win said Ted Siegler requested \$2,000 for Conservation Commission expenses and \$5,000 as a contribution to the Conservation Fund. Mike said he'll have the Fire Department's request on Thursday. Dick said the Library Trustees will finalize their request on Thursday. Cathy and the Selectboard reviewed the remaining appropriations. Next meeting: The Selectboard agreed to reschedule their next regular meeting for December 28th at 6:30 PM and to include budget work on the agenda.

- 5) Sign Town Clerk's orders – **Win moved to sign Town Clerk's orders. Brett seconded the motion, which passed unanimously.**
- 6) Discuss solar contract – Martha said we're going to have about 32,000 kWh extra so we need to think about who could take it. Martha said she asked the Historical Society and they're interested but they would only use about 4,500 kWh. Dick suggested Ascutney Outdoors (AO). Martha said they're not really using much electricity right now. Mike said the Fire Department may be interested. Win asked if the additional organizations would be locked in. Martha said she has asked Next Sun how we go about adding meters to our contract and if there are limitations on who we can add. Brett asked about adding the store, if someone buys it. Martha said the credits expire after 13 months and we're ten months into our contract. Win asked if we can give our excess to one organization this year, and then give it to someone else next year. Martha said she will ask Next Sun about that. Win asked if there will be a lump sum payment at the end of the contract year. Martha said we have to pay for the amount of energy in the contract; we pay for the amount generated every month, but if we don't use it, we lose it. Dick asked if the cost of electricity is a factor. Martha said yes; the number of kWh we would need to meet our contract would go down if the price of electricity went up, and GMP has requested a rate increase. Martha said she has not run the numbers yet with the new rates. Win asked if we would regret giving energy away if the rates go up. Martha said no. Dick said if we give energy away and then our demand increases substantially, we would suffer. Martha said we'd be suffering in that we'd be saving less; whereas, right now, we're losing. Dick asked if the school pays their bill directly. Martha said yes. Dick agreed that we should look for additional meters to include. Win said we need to find out if we can include separate corporations in our contract. Martha noted that the Historical Society and the Fire Department are both supported by the town. Win said we may have to lose some this year in order to preserve a benefit for AO next year. Mike said the storage building on the maintenance parcel will use power, but not very much.
- 7) Other Business – ATV purchase for water system: Mike asked the Selectboard if they want him to negotiate for the purchase of the ATV. The Selectboard said yes. Mike said the vehicle needs to be serviced and it needs tire chains, and he would like that to be included in the price. Mike said the vehicle can be stored in the building on the maintenance parcel.
- 8) Executive Session – **At 7:26 PM, Win moved to go into Executive Session to discuss personnel matters and asked Mike Spackman to stay for the discussion. Brett seconded the motion, which passed unanimously.** After discussion, **Win moved to come out of Executive Session at 8:22 PM. Brett seconded the motion, which passed unanimously.**
- 9) Adjourn – **Win moved to adjourn at 8:23 PM. Brett seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison