

WEST WINDSOR SELECTBOARD

Minutes

December 27, 2013

Present: Glenn Seward, Tom Kenyon, Bruce Boedtke, Phil Hathorn, Gary Austin, Mike Spackman, Cathy Archibald, Windsor Town Manager Tom Marsh, Windsor Police Chief Steve Soares, Martha Harrison

- 1) Call to Order – Selectboard Chair Glenn Seward called the meeting to order at 7:30 AM.
- 2) Changes or Additions – None
- 3) Annual review: Highway employees – Glenn extended the board’s appreciation for the highway crew’s efforts over the last year, especially for the July storm recovery effort. Mike asked about the status of the health insurance program. Glenn said the Town is enrolled and the new cards would be here sometime in the future and the current cards are okay to use. Discussion continued regarding the Health Reimbursement Account (HRA) portion of the coverage and the prospects for a single payer system. Glenn indicated that the Selectboard had approved a 1.5% cost of living increase as well as an additional adjustment based on responsibility and merit in appreciation for the crew’s efforts. There were no comments from the crew. Glenn asked if there were questions or comments from the Selectboard. Bruce and Tom indicated their appreciation. The review ended at 8:06 AM.
- 4) Consider resolution for Pollution Abatement Grant funding – Glenn said he met with state officials from the Agency of Natural Resources to discuss our eligibility for pollution abatement grant funds. Glenn said because of the way the law is written, our project doesn’t really fit so they suggested contacting our legislators to see if they will propose a resolution to allow our project to be funded. Glenn read the proposed resolution: “Be It Resolved: Notwithstanding any provision of 10 V.S.A. §1625 to the contrary, the water pollution abatement project currently proposed by the Town of West Windsor shall be placed on the prioritized list of projects eligible to receive grant funding in the amount of four hundred eighty thousand dollars (\$480,000) under Section 1625. The portions of the project eligible to receive grant funding will be those determined by the Department of Environmental Conservation as necessary to prevent a public health hazard from the existence of wastewater systems within the Village of Brownsville in the Town of West Windsor, which currently fail to meet required isolation distances to drinking water supplies.” Glenn said the Town of Waitsfield was successful in gaining eligibility in this manner. **Bruce moved to proceed with pursuing eligibility through the legislature. Tom seconded the motion.** Glenn said he will send our legislators a letter on Monday, requesting a meeting in Montpelier. Tom suggested indicating that the problem area is adjacent to Mill Brook and Beaver Brook. Glenn and Bruce agreed. **Glenn called for a vote on the motion, with the added wording about Mill Brook and Beaver Brook. The motion passed unanimously.**
- 5) Other Business – Law enforcement: Bruce said the budget was for \$80,000 and asked about actual expenditures. Glenn said we’ve spent \$72,000. Tom said he thinks the contract should stay as it is and the Selectboard should do a year-end reconciliation. Glenn noted that the town received a revised bill from Windsor. **Glenn moved to authorize the payment of an additional \$2,500 per quarter for the period January 1, 2013 through December 31, 2013 as reconciliation for coverage costs due to increased law enforcement requirements in the town of West Windsor as recommended by the Police Chief in January of 2013 for a total additional cost of \$10,000.** Glenn noted discussion in the minutes of Selectboard meetings on December 4, 2012, December 20, 2012, and January 14, 2013. Tom said he sees it as a year-end reconciliation due to the actual services provided above and beyond the contract. Tom said he thought the additional amount was going to be \$5,000. Glenn said the contract term is different from our fiscal year so the reconciliation would be for the last two quarters of our fiscal year.

Bruce seconded the motion. Tom said if the reconciliation amount is \$5,000 for the first two quarters of the contract year, from July 1, 2013 through December 31, 2013, that's okay. Glenn said the invoice says "reconciliation of police coverage costs through December 31, 2013 due to additional law enforcement requirements in West Windsor." Tom said he is comfortable with that. **Glenn moved to strike the previous motion and to authorize the payment of the invoice from the Town of Windsor dated December 26, 2013, which states "payment requested for reconciliation of police coverage costs through December 31, 2013 due to additional law enforcement requirements in West Windsor." Bruce seconded the motion, which passed unanimously.** Tom said the Selectboard may have to change the amount budgeted for law enforcement for 2014. Glenn said we have budgeted \$82,000 so we have enough money for the additional coverage through June 30, 2014. Bruce said he supports the reconciliation this time because there were some unknowns but he doesn't think we should continue the practice going forward. Tom agreed that future changes should be specified in a motion and reflected in a revised contract. Glenn said the record clearly indicates that the increased coverage was discussed, agreed to and budgeted for, but he agreed that it should have been formalized in a motion and a revised contract. **For the period January 1, 2014 through March 31, 2014, Glenn moved to authorize payment of the contract amount of \$17,500 as well as the payment of \$2,500 for additional police coverage cost for the period January 1, 2014 through March 31, 2014.** Tom asked if that will come out of the 2013 General Fund. Glenn said yes. **Bruce seconded the motion, which passed unanimously.** Highway surplus: Mike said the surplus is going to be \$150,000 or more and asked if the repair costs for Bowers Bridge that are not covered by insurance are going to come out of the surplus. Glenn said yes and noted that the uncovered costs will amount to \$25,000 because we received a \$5,000 grant. Mike said he would like to see the rest go into the paving and equipment funds. Tom suggested putting \$20,000 of the surplus into the equipment fund and budgeting an additional \$60,000 contribution to the equipment fund for 2014. Mike suggested doing the same with the paving fund. Glenn said he wants to make sure we replace the money we took out of the equipment fund last year for the mower. Cathy said we've already done that. Tom asked about the urgency of contributing to the paving fund. Mike said Pierce Hill is going to need to be repaved at a cost of about \$40,000. Cathy asked if we're going to set up a separate account for roads with the 3 cents added to the tax rate in 2013. Glenn said yes. Tom said we approved the establishment of a Gravel Fund at the 2013 Town Meeting. Cathy said that will reduce the projected surplus. The Selectboard agreed to call it the Road Refurbishment fund. The Selectboard agreed to meet to finalize the budget on December 31st at 7:30 AM. Tom asked about the Town Hall centennial celebration in 2015. The Selectboard agreed to discuss it on Tuesday. Tom said he plans to suggest some revisions to the minutes of the last meeting.

- 6) Sign Town Clerk's orders – **Bruce moved to sign orders. Tom seconded the motion, which passed unanimously.**
- 7) Meet with Windsor Town Manager & Police Chief – At 9:00 AM, Tom Marsh and Chief Soares arrived to discuss law enforcement issues. Chief Soares said things are going very well and the police services seem to be adequate for the community's needs. Chief Soares said the Windsor PD has been spending more than the agreed upon amount of time in West Windsor, so he has redirected the officers to patrol within the parameters of the contract, which amounts to one directed patrol per 8 hour shift. Glenn said the Selectboard worked through the additional services issue this morning. Glenn said the comments he gets about law enforcement are positive overall, although some residents would like more speed limit enforcement. Tom Marsh said to let the Windsor PD know if there are specific areas that need more attention. Chief Soares said if a ticket is issued under a town ordinance, the town gets a percentage. Tom Kenyon noted that the number of B&Es in West Windsor seems to have decreased. Glenn noted concerns about speeding on the Brownsville-Hartland Road. Glenn asked about anticipated changes to the contract which ends on June 30th. Tom Marsh said he doesn't see any major changes but thinks there should be an

escalator clause that ties the fee to the Windsor Police budget to cover things like wage increases. Tom estimated a 1.5% to 2% increase starting on July 1st. Tom Marsh said Chief Soares is planning to retire in September. Tom Marsh and Chief Soares explained Windsor's plan to hire a Deputy Chief to work with Chief Soares for a few months and then transition to the role of Chief. Bruce asked Chief Soares to introduce the new Deputy Chief to the West Windsor Selectboard. Chief Soares agreed. Regarding the law enforcement contract, Tom Marsh said he will budget the amount specified in the contract; any changes will be part of a contract negotiation, not part of the budget process.

- 8) Adjourn – **Glenn moved to adjourn at 9:33 AM. Bruce seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison