

West Windsor Selectboard
Draft Minutes
December 7, 2016

Present: Dick Beatty, Tom Kenyon, Win Johnson, Mike Spackman, Martha Harrison, Cathy Archibald

- 1) Call to Order – Selectboard Chair Dick Beatty called the meeting to order at 9:00 AM.
- 2) Changes or additions to the agenda – fire hydrant, water project, executive session on net metering agreement, maintenance garage, Better Roads grant report
- 3) Announcements/Public Comment – None
- 4) Other Business – Maintenance Garage: Tom suggested setting aside \$5,000 for work on the garage. Win said he met with Mike Spackman, Glenn Seward and Laura Farrell at the garage yesterday and they agreed that \$5,000 is needed to secure the building. Win said Ascutney Outdoors (AO) would like to use the middle bay this winter. Mike said ultimately the town will have full use of the building for water, sewer, highway, fire department, and Fourth of July storage. **Win moved to authorize Mike to spend up to \$5,000 of highway funds to secure the garage doors and windows. Tom seconded the motion, which passed unanimously.** Tom noted that there is no power to the building currently. Mike said that should be budgeted for next year. Win suggested waiting until spring to begin the salvage operation. Old Lodge: Regarding the old lodge, Win said AO is fundraising for the demolition. The only role for the town will be as applicant for a grant to have the asbestos removed. Hydrant: Tom said Manosh gave a price of \$9,100 and Daniels gave a price of \$8,800. Martha said we don't know whether moving the hydrant is an eligible cost. Win said Jason will need to determine that. Win said if necessary, we can cap it and put hay around it for the winter. Win said we're also waiting on an updated project cost figure from Jason. **Tom moved to proceed with Daniels at \$8,800 provided that it's an eligible cost and we have loan funding available. Win seconded the motion, which passed unanimously.**
- 5) 2016 Budget Discussions – Highway: Cathy, Mike and the Selectboard reviewed current and projected revenues and expenses for the highway department. There was discussion about eliminating the charge for phone service since we now get free phone service from EC Fiber. There was discussion about increasing the budget for Special Projects by \$5,000 to cover the cost of outbuilding improvements, which would include the maintenance garage. Mike said the Tree Removal line item is being moved to the Town budget. Win noted that right now we budget \$85,000 to the Equipment Fund and \$35,000 to the Paving Fund. The Selectboard agreed to continue to budget for monitoring the Brownsville-Hartland Road, north of Coon Club Road. Mike said he is hoping to inspect the maintenance garage roof this week. Win said we can't have anyone in that building for long stretches of time unless we do some remediation work. Dick said we should make that clear to Ascutney Outdoors. Town: Tom suggested transferring \$3,500 to the Brownsville Cemetery Association to pay for the town's half of a new riding mower. Win had some questions about actual year-to-date revenues and expenses, which Cathy answered. Win asked about the difference between what we've received and what we've spent on removing the mobile home on Brook Road. Martha said we're due for additional reimbursement but we may have to amend the grant agreement first because we spent less than budgeted to acquire it and more than budgeted to demolish it. Win also asked about the difference between income and expense for the UST removal. Cathy said the additional \$2,625 was for removing the tank at the Town Hall. Win asked how we know how much we're going to get for current use. Cathy said we can look it up. Cathy said we're waiting for a breakdown on

legal fees from Birmingham & Moore. Win asked how the Reserve Fund works. Cathy said when the Selectboard decides to spend money from the Reserve Fund, she transfers it into the checking account. Cathy said the Reserve Fund currently has \$46,000 but she has to take out \$25,000 because the Selectboard voted to use that much to lower taxes; \$4,899 for the Library furnace; and \$3,400 for the clock, which leaves \$13,591.77. Win said if there isn't a line item in the Town budget showing the transfer from the Reserve Fund, it's going to look like we're way over budget. Win said he'd like to find out whether the Reserve Fund needs to be a designated established fund like the Equipment Fund. Win suggested a meeting with Windsor Town Manager Tom Marsh to clarify who is responsible for what in terms of utilities, public works, law enforcement, emergency response, etc.

- 6) **Executive Session: Win moved to go into Executive Session to discuss the net metering agreement. Tom seconded the motion, which passed unanimously. After discussion, Win moved to come out of Executive Session. Tom seconded the motion, which passed unanimously. Win moved to discontinue discussions with Mountain Funds, LLC and invite Next Sun to discuss their proposal with the Selectboard. Tom seconded the motion, which passed unanimously.**
- 7) Better Roads grant report – **Win moved to authorize the Chair to sign the Better Roads grant report. Tom seconded the motion, which passed unanimously.**
- 8) Adjourn –**Tom moved to adjourn at 10:58 AM. Win seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison