

West Windsor Selectboard
Draft Minutes
February 11, 2019

Present: Win Johnson, Matt Kantola, Brett Myers, Mike Spackman, Tom Kenyon, Cathy Archibald, Deb Shearer, Kevin Kaija, John Neumann

- 1) Call to Order – Selectboard Chair Win Johnson called the meeting to order at 6:30 PM.
- 2) Changes or additions to the agenda – None
- 3) Announcements/Public Comment – Road conditions: Tom commented on the poor condition of Route 5. Win commented on the poor condition of the intersection of the Brownsville-Hartland Road and Route 12 in Hartland and said he talked with Hartland’s Town Manager about it. Regional Planning Commission (RPC): Tom said the RPC is considering whether to continue to rent space or to buy space.
- 4) Sign Town Clerk’s orders – **Brett moved to sign orders. Matt seconded the motion, which passed unanimously.**
- 5) Discuss draft Noise Ordinance – Win said the Selectboard looked at ordinances from other towns and VLCT and ultimately used an ordinance from the town of Alburgh as a model, which includes a provision for neighbors to work out their differences and only results in a violation if that effort fails. Win said the draft ordinance has been available on the town website and a notice was posted on Front Porch Forum. Win said he received two emails on the subject, one which he didn’t understand, and the other which involved a lengthy exchange with someone who was concerned that he wasn’t going to be able to continue skeet shooting on his property. Win said he also sent the draft to the Knights, who had expressed interest in reviewing it, and didn’t get the impression that they had any objections to it. Deb asked if there have been a lot of complaints. Win briefly described recent complaints. Matt said the Selectboard also gets complaints about noise associated with events. Win said in the case of the Vermont 100, we had sound studies done. Matt said he thinks the complaints about the Point to Point have been addressed. Win suggested circulating the ordinance among those who were present at the January 14th meeting and asking them for feedback. Brett agreed. Kevin Kaija, a Reading resident and neighbor of Windsor Minerals, arrived and requested a copy of the ordinance. He said his property extends into West Windsor so he pays taxes in both towns. Kevin asked if the town owns any of the former talc plant property. Win said no; there was talk about turning the former settling pond area over to the town but that has not happened yet. Kevin asked if the town would consider it a Brownfields site. Win said he doesn’t have enough information to answer that question and suggested that Kevin talk to Ted Siegler. Kevin asked if the town has an energy plan. Win said no. Deb said the Planning Commission is re-doing the Town Plan so they will be discussing an energy plan. Win said there was a company that wanted to put a solar facility there but they couldn’t do it while the site was still being monitored.
- 6) Event applications – Win said the Ragnar application has not been submitted yet. Five & Dime Trail Race: Deb said the June 15th event will be over by noon and no alcohol will be served. Deb said the racers do cross Mountainside Drive and Skyhawk Lane but noted Chief Sampson’s email indicating that a uniformed officer is not necessary as long as vehicles are not being stopped. Deb said she emailed Nancy Gaynor and talked to Mike Spackman. Deb said this will be the eighth year for the event. Last year, there were 137 participants. **Matt moved to approve the application. Brett seconded the motion, which passed unanimously.**

- 7) Consider moving NEMRC modules to NEMRC Cloud Services system – Win said, after talking with Cynthia Stoddard, Justin Burrows was very enthusiastic about moving the NEMRC modules to the cloud. Meanwhile, Win said, there was a VT Digger article about a vulnerability in the NEMRC payroll system but, according to Justin, that has been repaired and having the modules in the cloud would provide an additional layer of security. Win said he thinks the town should contact NEMRC and ask them to convert our system to the cloud. Brett asked about Carbonite. Win said moving our NEMRC information to the cloud would only affect NEMRC. Matt noted a recurring cost of \$10 per month per user and asked for more information about up-front costs. Win said he will get more information for the next meeting.
- 8) Highway access application: Dunne (Rush Meadow Road) – Mike said this is just a temporary logging access and there are no sight distance issues. **Matt moved to approve the application. Brett seconded the motion, which passed unanimously.**
- 9) Highway access application: Neumann (Bible Hill Road) – Win asked if this is in connection with a new house. John said no; old house, new garage. John said the garage cannot be built where the current access is located because there's a brook. On the other side of the house, there's already a culvert that's used as an agricultural access. John said he would make the agricultural access his residential access and get rid of the current driveway. Mike said he has no objections but the culvert would have to be 30' long and 15" in diameter. **Brett moved to approve the application, subject to the usual access design conditions. Matt seconded the motion, which passed unanimously.**
- 10) Highway Foreman's report – Sand: Mike said he has called to make sure they will have access to more sand if they need it. Contractors: Mike said we need to get bids for excavator work from contractors. Chains: Mike said the weather is beating up their equipment. They just bought \$4,000 worth of chains this week. Mike said each truck has already gone through more than three sets of chains this winter. Radio antenna: Mike said they had to temporarily take the radio antenna off Bill Stillson's barn while work was being done. Win asked about the radios on the mountain. Mike said he talked with Scott Smith and Scott would be happy to work with us, but not in the winter. Regional Road Foreman's meeting: Mike said the Road Foreman's meeting will be held at the Town Garage on March 7th, with the main topics being winter budgets and mud season maintenance.
- 11) Appoint Emergency Management Coordinators – Win said, as you recall, Jim Kenyon resigned and Mike Spackman has expressed interest in filling the position but, because of his other commitments, Mike said it would be good if we also had an assistant coordinator. Mike said he has a couple of people in mind and he'd like to see if they're interested. **Brett moved to appoint Mike Spackman as West Windsor's Emergency Management Coordinator. Matt seconded the motion.** Win noted that there is a \$2,000 budget for this position. Tom asked if the appointment is effective immediately. Win said yes. **Win called for a vote on the motion, which passed unanimously.**
- 12) Discuss Local Emergency Management Plan – Win asked Mike to briefly describe what's involved in this plan. Mike said the plan specifies who's in charge under different circumstances and who needs to be notified or checked on (e.g. at-risk populations). Mike said he and Martha have been through most of it already.
- 13) Consider signing non-binding Letter of Intent to purchase Burke property – Matt said the letter still includes language about refunding the deposit but if there is no deposit, that's not necessary. Win crossed out that language. **The Board voted unanimously to authorize Win to sign the Letter of Intent.**

- 14) Water & Sewer Utilities - Sign water project loan documents: **Matt moved to authorize the necessary signatures on the loan documents. Brett seconded the motion, which passed unanimously.** Bond information meeting (February 25) & FAQ mailing: Win said A+E will be here for the information meeting and the FAQ mailing went to the Post Office this morning.
- 15) Designate Butcher & Pantry as official notice location – **Brett moved to designate the Butcher & Pantry as an official notice location. Matt seconded the motion, which passed unanimously.** It was noted that the Butcher & Pantry replaces the school as an official notice location.
- 16) January Police Report – Win said he thinks it's odd that there were a number of animal complaints and we didn't hear about any of them.
- 17) Other Business - None
- 18) Approve Minutes – **Brett moved to approve the minutes of January 28th. Matt seconded the motion, which passed unanimously.**
- 19) Adjourn – **Brett moved to adjourn at 7:20 PM. Matt seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison