

WEST WINDSOR SELECTBOARD

Draft Minutes

February 13, 2012

Present: Glenn Seward, Tom Kenyon, Bruce Boedtke (by speaker phone), Deb Shearer, Mike Spackman, Elvin Kaplan, Polly Ouelette, Jerry & Shirley Ouelette, Cathy Archibald, Win Johnson, Martha Harrison

- 1) Call to Order – Selectboard Chair Glenn Seward called the meeting to order at 6:30 PM and noted that Bruce Boedtke is participating by speaker phone because he broke several ribs.
- 2) Changes or additions to the agenda – None
- 3) Sign Town Clerk's Orders – The Selectboard signed the Town Clerk's orders.
- 4) Public Comment – None
- 5) Town Clerk/Treasurer's Report – None
- 6) Town Constable's Report – None
- 7) Consider signing "No appeals or suits pending" certificate re: Grand List – Cathy said there are two appeals so we can't sign the certificate tonight.
- 8) Public Assembly application: 5K fundraiser – Deb Shearer described the event – a 5K and 10K fundraising trail run. Deb said the event is scheduled for June 9th. Elvin asked if there is a rain date. Deb said no. Bruce asked about parking. Deb said they have permission from Snowdance to use their parking lot and trails. Deb said Snowdance was added to the insurance for the event as well. **Tom made a motion to approve the event. Glenn seconded the motion, which passed unanimously.**
- 9) Highway Foreman's Report – Mike said steady progress is being made on the covered bridge. Mike asked Glenn for a FEMA update. Glenn said he and Tom met with Witt Associates and the Regional Planning Commission (RPC) to talk about Hazard Mitigation Grant Program (HMGP) funding for the Brownsville-Hartland Road as a "Plan B" in case the 406 funding doesn't come through. Glenn said he also talked to Shawn Kelly from GeoDesigns, who said that the slope hasn't moved, but they feel confident that the damage resulted from Irene. Glenn said he also talked to our FEMA rep, Riquia Gutter, today and she's going to work on Dugdale Road. Bruce asked about the deadline for the HMGP. Glenn said the deadline is the end of this week. Glenn said he is meeting tomorrow with someone who is helping the RPC write the grant. Glenn said Witt Associates informed him that Dugdale will be covered; the question is whether or not there will be contingencies based on the historic nature of the structure. Glenn asked Mike if he can meet with Martha tomorrow to go over the Sheddsville information. Mike said yes. Glenn said he measured the damage dimensions and estimated the material quantities for each of the gps locations on Sheddsville Road. Mike said the highway department is about 90% finished with establishing gps locations for every culvert in town. Mike said they have not done the bridges yet, but they will. Mike said they need a few more blocks for the salt shed but they hope to do the work when Miller is in the area with a crane to lift the roof off. Mike said the shed will stay in the same location.
- 10) Discuss goals with Energy committee – **Tom made a motion to table this discussion. Glenn seconded the motion, which passed unanimously.**
- 11) Law Enforcement update – Glenn said the town is waiting to hear from legal counsel on the revised indemnification wording for the contract with Windsor. Mike said he has been contacted by a law firm about his communications with Charlie Stone before Tropical Storm Irene. Mike said he would like to talk to the town's legal counsel before answering any questions. The Selectboard agreed. Glenn said, just before the meeting tonight, he had a visit from Game Warden Steve Majeski who supports the town's plans to contract with Windsor for law enforcement.
- 12) Discuss town wastewater issues – Glenn said West Windsor has been informed by the state that we are on the priority list for funding, which means we are eligible for a \$500,000 loan for 20 years at 2%. Glenn said the town is continuing to explore the condition of the sewer line with Aldrich & Elliott and the consensus is that it's in good shape for its age. Glenn said he would like to get a statement from the state regarding the sewer line's compliance with state regulations. Since it's a private line, Glenn said, the state is not sure if the owner should be responsible for that or if the Town of Windsor, which treats the sewage, should be responsible. Bruce said the system is a hybrid gravity/force main and they don't really have any regulations for that. Glenn said he thinks the state will require the town to "pig" the line

- at a cost of \$50,000 to make sure it's not clogged and remove debris before they lend us any money. Glenn said he thinks most of the deficiencies cited by A&E could be incorporated into a maintenance program. Still at question, Glenn said, is the condition of the holding tanks by pump station #1. Bruce asked if A&E has estimated the value of the system. Glenn said he hopes to have an estimate before the first informational meeting. Glenn said talks with the owner of the sewer line will continue tomorrow. Glenn said the Dufresne Group requested the evaluation information provided by A&E. Glenn asked Tom and Bruce if they are comfortable releasing that information. Bruce asked if it's public information. Glenn said it certainly is for the taxpayers. Glenn said he would be more comfortable sharing it with Dufresne after negotiations with the owner are complete. Bruce said he is fine with that. Tom agreed.
- 13) Confirm adoption of zoning regulations and expiration of appeal period – Martha said the Selectboard adopted the zoning regulations on January 18th and there is a 20-day appeal period so they became effective on February 8th. Tom noted that we're beyond the appeal period and there were no appeals. Martha said she got a quote from Whitman Communications, Inc. to print 50 copies of the regulations for \$434. **Tom made a motion to approve the printing of the zoning regulations by Whitman Communications. Glenn seconded the motion, which passed unanimously.**
 - 14) Discuss town health insurance issues – Glenn said Tonya Chambers from VLCT met with town employees to discuss health insurance issues. Tom said he thinks the employees and the Selectboard should discuss the issues in executive session sometime.
 - 15) Hazard mitigation grant proposal – This item was covered under the Highway Foreman's report.
 - 16) Energy Committee - Win Johnson said the Energy Committee is floundering a little and asked the Selectboard to let the Committee know if there are special projects they'd like them to be working on. Glenn suggested getting the Planning Commission involved and coming up with a plan.
 - 17) Approve Minutes – January 16th: Tom noted that the Selectboard never acted on the motion made on item #5 on January 16th. Tom read the original motion, which involved dealing with any indebtedness when the tax rate is set. **Tom moved to approve the original motion. Glenn seconded the motion, which passed unanimously. Tom made a motion to accept the minutes of January 16, 2012, as amended. Glenn seconded the motion, which passed unanimously.** December 12th, December 13th, December 16th, December 19th, December 20th, December 28th, January 3rd, January 5th, January 9th (morning), January 9th (evening), January 18th, January 20th, January 24th & January 28th: **Glenn made a motion to approve the minutes of December 12th, December 13th, December 16th, December 19th, December 20th, December 28th, January 3rd, January 5th, January 9th (morning), January 9th (evening), January 18th, January 20th, January 24th, and January 28th as written. Bruce seconded the motion, which passed unanimously.**
 - 18) Other Business – Upcoming informational meetings: Tom asked if everything is ready for the upcoming informational meetings on the possible acquisition of the sewer line. Glenn said we're hoping to have a copy of the PowerPoint presentation from A&E this week. Elvin asked Glenn if he has talked with Hal Pyke about chairing the event. Glenn said he has not, but he will.
 - 19) Pending litigation – Glenn said he doesn't see the need for an executive session. Glenn said he spoke with legal counsel today and Matt is expecting a new draft of the remediation plan from the Coakleys. Glenn said the next conference with the Environmental Court is February 23rd. Tom said we should touch base with the McCulloughs before proceeding with the Brownsville-Hartland Road project. Glenn said FEMA has forms that the town will have to fill out before working on private property. Glenn said if we expand the Brownsville-Hartland Road project, we'll have to get VHB involved. Tom said it is the opinion of Witt Associates representative Lazaro Gutierrez that, if we're going to do it, we might as well fix it all. Mike pointed out that, after Irene, the Brownsville-Hartland Road was the only route that the state trucks had to access this end of town when they couldn't use Route 44 or Route 106.
 - 20) Adjourn – **Glenn moved to adjourn at 7:10 PM. Tom seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison