

West Windsor Selectboard
Draft Minutes
February 13, 2017

Present: Dick Beatty, Tom Kenyon, Win Johnson, Martha Harrison, Mike Spackman, Glenn & Shelley Seward, Jason Booth (A+E), George Calver (VT Standard), Elizabeth Burrows

- 1) Call to Order – Selectboard Chair Dick Beatty called the meeting to order at 6:30 PM.
- 2) Changes or additions to the agenda – Resolution re: Act 46 school planning process
- 3) Announcements/Public Comment – Ascutney Outdoors (AO) parking: Glenn Seward said he and Mike Spackman have come to an agreement about what's appropriate in the warming hut/rope tow area. Glenn said he outlined the parameters in an email and asked the Selectboard to take a look at it and let him know if they have any questions or concerns. Win asked on which nights there will be night skiing. Glenn said Thursdays and Saturdays. Mike said when he went up there to plow on Thursday night, he couldn't get up there, which is not acceptable. Mike said a few volunteers can park up there but the general public should park in the main parking lot. Dick asked for clarification about where the volunteers will be allowed to park. Glenn described the location. Mike said there needs to be enough room for emergency response vehicles to turn around. Glenn said he and Mike talked about putting up barricades and cones to prevent parking in the emergency turn-around area. Dick noted that demolishing the old lodge should help with the volunteer parking and emergency turn-around situation. Mike said there's also a problem with parking near the maintenance garage but he and Glenn have talked about blocking off that area. Glenn said AO is willing to plow the area where the old groomers are to make a couple more parking spots available. Win said as long as Mike agrees with the plan, he's fine with it. Tom and Dick agreed.
- 4) Update on asbestos removal and demolition proposals for old lodge – Glenn said the asbestos abatement is scheduled to start on February 27th. Dick noted the bid from Clay Point Associates for \$3,010 to administer the project; the bid from Environmental Hazards Management for \$11,806 to remove and dispose of the asbestos, which was approved at a prior meeting; and the bid from Casella Construction to demolish the structure and restore the site for \$13,800. Win had a list of questions, which Glenn answered: The water line to the old lodge has been cut and capped and the contractor will cut and cap the sewer line. There is no electric service to the building. Regarding permits, Glenn said he doesn't think the contractors will obtain all the required permits. Glenn said he has a call into Landon Wheeler regarding the public safety permit, but the town may have to apply. Win asked Glenn if he would agree to be the project manager for the demolition. Glenn agreed. Regarding other hazardous materials, Glenn said he has contacted Clay Point about lead and they'll probably want to send someone down to test at a cost of around \$350. Win asked if the demolition or disposal cost will increase if lead is found. Glenn didn't have a definitive answer. Regarding fuel tanks, Glenn said there are no tanks that need to be removed. Regarding the contractors' schedules, Glenn said they will mesh. Regarding the grading of the bank adjacent to the site, Mike said he'd like the town to do that work. Glenn said AO would appreciate any excess material for their tubing lift. Win said he hopes some of the old equipment on the maintenance parcel can be sold to help defray demolition costs. Glenn said he has an inventory of the equipment. Regarding MFW complications, Dick said we should stake out the corners of the building before it's demolished. Win suggested gps points rather than

stakes. Glenn said it might be wise to have Bob Farnsworth survey the building footprint. Win said he thinks the town should have a written agreement with AO outlining the permitted uses on the maintenance parcel. Dick suggested an amendment to the lease agreement. Win asked Glenn if he thinks we can cap this project at \$30,000. Glenn said yes; he doesn't anticipate additional costs. **Win moved to approve the bids from Clay Point and Casella Construction which, along with the bid from Environmental Hazards Management, bring the known project total to \$28,616 with the outlays to come from the General Fund, and moved to authorize the Chair to sign the contracts on behalf of the Selectboard. Tom seconded the motion, which passed unanimously.**

- 5) Sale and/or salvage of surplus material and equipment from maintenance parcel – Glenn had an inventory of the surplus equipment on the maintenance parcel. Win suggested deferring discussion until a future meeting. Glenn asked if the Selectboard would like AO involvement in the discussion of the Facility Use Policy. Win said it would be nice to have AO's input before the policy is finalized.
- 6) Other Business – Resolution re: school planning process: **Win moved to adopt the following resolution:** “The West Windsor Selectboard supports a free and open discussion of all the alternatives for reorganization of the current system for Pre-K through 12 education in West Windsor, including the so-called 2X2 option which the Town's Act 46 representatives have reportedly rejected as not worthy of further consideration. Although not taking a position on the merits of a 2X2 plan, the Selectboard, while of course concerned about balancing both the cost and the quality of education for our students, is also a strong advocate for making any conversation regarding such a momentous matter one that is open and comprehensive, involving concerted outreach to all Townspeople and preventing no reasonable option from coming before them.” **Tom seconded the motion.** School Board Chair Elizabeth Burrows said Act 46 Committee member Pat Eastman has been away and she would like Pat to be involved in any reconsideration of the committee's position on the 2x2 option. Elizabeth said the other Act 46 Committee members are willing to reconsider their position when Pat is available and Elizabeth has sent a letter indicating that to the Committee Chair and the moderator. Win asked if the 2x2 option will still be discussed with the townspeople. Elizabeth said yes. Elizabeth said the full committee has not reviewed all the options yet; the goal is to have that done by Town Meeting. Dick asked if the committee is nearing the end of the process. Elizabeth said she thinks they'll know in the next few weeks whether the current supervisory union is going to pull together. Win expressed concern about the Act 46 committee deciding that some options will not be presented to the townspeople, especially given the fact that three of the four Act 46 committee members were not elected. Win asked if the committee will report to the School Board and the School Board will be able to allow the options to be vetted more publicly. Elizabeth said, according to the law, the Act 46 Committee has much more power than the School Board. Win said he thinks the right thing to do is open it up to public discussion. Elizabeth said she thinks everyone on the committee agrees with that. Tom asked if the state will accept a 2x2 option. Elizabeth said the 2x2 option is actually one of the state's preferred structures. Elizabeth said there was also discussion about a 3x1 option at the last committee meeting but the state's position on that option is not clear. Dick asked if the final proposal will come before the town for a vote. Elizabeth said yes. **Dick called for a vote on the motion, which passed unanimously.**
- 7) Town Clerk/Treasurer's Report – None
- 8) Sign Town Clerk's orders – This item was moved to the end of the meeting.
- 9) Water project update – Jason said the telemetry will be finished on Wednesday, at which point the project will be complete except for spring cleanup. Jason said everything is operating. Win asked about Mountainside's booster pump station. Jason said the contractor

has piped around it and now it's up to Mountainside to decommission it. Martha said the town's claim for reimbursement for the propane tank for the generator was rejected. Jason said he's going to submit a small purchase proposal for the propane tank; once that is submitted and approved, the town will be reimbursed.

- 10) Review A+E proposal for hydraulic study and long range plan – Jason reviewed the draft engineering services agreement that includes the work required to maintain our permit to operate. Jason said the town can either pay for the work directly or apply for a planning loan at 0% for five years. Jason said A+E can prepare the loan application at no cost to the town. Jason said the state has to review and approve the engineering services agreement so the Selectboard should hold off on signing it. Dick said since the loan would be repaid by the users, it should be reviewed by the Utility Advisory Committee. Jason said the state and the committee can review the draft agreement concurrently. Jason said he will send it to the state tomorrow. **Win moved to apply for a DWSRF planning loan in the amount \$17,000. Tom seconded the motion, which passed unanimously.**
- 11) Review A+E proposal for well house improvements & generator – Jason provided a rough estimate of \$8,900 to evaluate the well house, develop a set of plans, and site the generator but said he thinks that would be more effort than is needed. With a little additional work, Jason said, the town could probably get a permit for the existing structure. Jason said he understands that the town would like a generator at the well but noted that it is not a state requirement and therefore would not be high on the state's list of funding priorities. Jason said with the hydraulic study and long-range plan, A+E is going to look at the system as a whole and identify priorities. Jason suggested waiting until the long range plan is complete and seeing how the well house and generator rank within the plan; there may be higher priorities. Tom asked about generator cost. Jason estimated \$50,000 for a 75 kW generator, transfer switch, conduit, slab, and fuel source. Jason said the work that has been done in the well house has met the requirements of the electrical inspector. Win asked Jason if he thinks we will ultimately need a new well house or if what we have is fairly typical. Jason said it has electrical equipment in it now, which it didn't have before, so we may want to insulate it and make it more secure but otherwise it's fairly typical. The Selectboard agreed with Jason's suggestion that, since the short-term concerns of the electrical inspector have been addressed, the town should wait until the long-term plan is complete to evaluate the need for additional work on the well house. Win asked if generators are available in an emergency. Mike said we could rent one but people aren't going to stay there if there's no heat or light.
- 12) Sewer project update (tank cleaning & inspection) – Jason said the cleaning and inspection are both done and two of the three tanks are in great shape. One has some pitting so, if we want it to last more than 20 years, we should consider re-coating the interior. Win asked Jason if he is going to do a long range plan for the sewer system. Jason said it's not a requirement but he can. Martha said we've had two TV investigations and we have A+E's list of repairs and improvements. Jason said the needs assessment recommended investigating the condition of the existing resort sewer system. One of the priority list applications on tonight's agenda is for the investigation and rehabilitation of the resort sewers. Win said he thinks we should have a long range plan for both the water and sewer systems; for the sewer system, it sounds like the pieces just need to be brought together. Jason said he thinks some additional sewer investigation needs to be done but he'll have to review the reports to be sure. Regarding O&M for the sewer system, Jason recommended TV camera investigation of a certain percentage of the lines every year.
- 13) Approve CWSRF Priority List applications – Jason said every year each town that has a project has to complete an application to get on the priority list. Funding is awarded based on priority list ranking. Jason said the application for the village sewer system has to be

submitted because the town has not received all its pollution abatement grant funding yet.

Dick moved to apply to be on the priority list for the Brownsville sewer system and the investigation/rehabilitation of the resort sewer system. Win seconded the motion, which passed unanimously.

- 14) Discuss Fire Department-Water System communications with Fire Chief – Martha said the question was whether or not it would be helpful for Mike to know how much water is in the tanks in the event of a fire. Mike said as soon as the fire department is tagged on a hydrant, they need to notify the water operator. Mike said if they're fighting a fire, they're just going to use the water until it's gone. Tom said he thinks the town should contact Dennis Brown or Patricia Beavers in the event of a fire that's going to impact the water supply.
- 15) Highway Foreman's Report – Maintenance garage improvement: Mike said he hired a dumpster for the maintenance parcel and thanked Glenn Seward and Mark Triller for cleaning out the junk that was in the building. Mike said the entry and overhead doors are installed and operable, and two windows are being repaired. Mike said the \$3,800 for the overhead doors came out of last year's budget. The entry door was around \$350 and the windows are around \$50 each. Mike said the entrance to the maintenance garage is going to be barricaded at certain times to keep the traffic out, and the highway department will also put a cable across the access, over the stream, to the Base Lodge area from the maintenance parcel. Sand & gravel bids: Mike said its time to send out requests for bids. Repaired truck: Mike said the damaged truck is back in service. There were a few minor problems but they've been repaired. Signs: Mike said the highway department has signs that they are going to install in the warming hut area. Better Roads grant: Mike said he took photos of the project area before the snow. Highway grants: Mike said the town will be requesting paving and culvert grants, as we do every year. Route 44: Tom said Route 44 is #4 on the priority list for paving.
- 16) Recess for joint meeting with Conservation Commission to discuss logging in the Town Forest – **Win moved to recess the Selectboard meeting at 7:50 PM to meet with the Conservation Commission. Tom seconded the motion, which passed unanimously.** The Selectboard met with the Conservation Commission, Forester Tii McLane, and John Roe from the Upper Valley Land Trust for about 55 minutes. Tii said she went back and looked at the harvesting opportunities in more detail and said it would be feasible to harvest in Stand 1, part of Stand 4, and Stand 5. In Compartment 2, some improvement work could be done in Stand 7 and Stand 12. There was discussion about the pros and cons of harvesting. Harvesting could bring in some revenue and improve wildlife habitat and forest health, if done properly. However, there would be costs associated with repairing damaged trails, controlling the spread of invasive species, and fewer recreational visitors. After discussion, the Selectboard agreed that the costs appear to outweigh the benefits but Win said he hopes the Conservation Commission will continue to consider small-scale harvesting to improve wildlife habitat and forest health.
- 17) Reconvene Selectboard meeting – The Selectboard meeting was reconvened by consensus at 8:45 PM.
- 18) Review and discuss new draft Facility Use Policy – Win said his goal with the draft was to leave some option for there to be alcohol consumption on town property under certain conditions, such as at a large AO-sponsored event that could not be contained on AO property. Win said the conditions would include insurance and licensing provisions. Win said he is encouraging AO to put a split-rail fence around their property so the border is obvious. Win said he's not concerned about incidental spill-over onto town property from small AO events but he thinks the policy should allow for alcohol consumption at larger events that involve both AO property and town property. Tom said there are other town properties, like

roads and the Sheddsville Cemetery, that are not addressed in the policy. Win noted the sentence that reads “Town facilities not listed are not available for use by the public.” Win agreed that town roads are available to the public but not for events or parties. Tom suggested some clarification. Tom said he’s concerned about allowing alcohol in the parking lot. Win asked if the parking lot is in the “multi-use area.” Dick said there are limited uses for the parking lot; it’s not in the “multi-use area,” but it is subject to the conservation easement. Win said for a larger event, Harpoon might want to set up a tent in the parking lot and, if they were properly permitted, he doesn’t see a problem with that. Dick said he would not be in favor of allowing alcohol consumption in the parking area if people were camping there. The Selectboard agreed that they would like to hear from AO but the draft policy is close to something that they would consider approving.

- 19) Consider replacing Town Hall front doors – Tom said the doors are rusting all the way around and are not air-tight. The cost to replace them would be \$5,500. **Win moved to approve the replacement of the Town Hall front doors at an amount not to exceed \$5,500. Dick seconded the motion, which passed unanimously.**
- 20) January Police Report – Dick noted nothing unusual in the January police report. The Village Lane parking problem appears to have been resolved.
- 21) Other Business – Audit: Win said he plans to meet with the accountant next time he’s in town to see where the audit stands. Win noted that the Selectboard is going to have to adopt a capitalization policy for the utilities.
- 22) Approve Minutes – January 23rd, January 27th, January 31st, February 1st: **Tom moved to approve the minutes. Win seconded the motion, which passed unanimously.**
- 23) Town Clerk’s orders – **Win moved to sign orders. Tom seconded the motion, which passed unanimously.**
- 24) Adjourn – **The Selectboard adjourned by consensus at 9:05 PM.**

Respectfully submitted,

Martha Harrison