

West Windsor Selectboard
Draft Minutes
January 27, 2020

Present: Win Johnson, Brett Myers, Matt Kantola, Mike Spackman, Erik Boedtke, Martha Harrison, Tom Kenyon, Deb Shearer, Steve Carihfield, Jonathan Vass, Aaron Gonthier (Windsor on Air)

- 1) Call to Order – Selectboard Chair Win Johnson called the meeting to order at 6:30 PM.
- 2) Changes or Additions – Regional Planning Commission update, Transportation Advisory Committee update, Animating Infrastructure grant
- 3) Announcements/public comment – None
- 4) Town Clerk's orders – **Brett moved to sign orders. Matt seconded the motion, which passed unanimously.**
- 5) Discuss need for route and schedule info for all race events – Erik said a lot of event applications say “not applicable” to the question about the Fire Department but the Fire Department also provides rescue services so, in order to plan ahead, they need to have a map for all race events. Erik noted that some races go through multiple towns and the Fire Departments in those towns are not always notified of the event. If the event is based in West Windsor, Erik offered to notify emergency services in any towns that the race course passes through. Erik also said they need a schedule for the event so they know when they're most likely to be called, and they need to know about any aspects of the event that may impact highways or emergency services, such as a banner across the road, which could prevent a fire truck from getting through. Win said Jonathan Vass sent a very thorough request to use Town roads along with a map and information about course markings, marshals, aid stations, etc. Erik said even if the race event is based in a neighboring town, if the course includes West Windsor roads or trails, our emergency services should know about it. Martha said right now our event application doesn't require the applicant to attach a course map. Win suggested revising the application to be more specific about what we want. Mike agreed that the timeframe for the event activities is important. Erik said the Fire Department also needs a phone number for the event's primary contact person. Jonathan described the strava app that he used to create the course map for his event. Steve was concerned about getting too granular. For example, he said, having a roving EMT is great but may not be necessary for every event. Steve agreed that a map is important but suggested having an addendum to the application for events of a certain size or involving a certain location. Erik said he doesn't think we need to require course marshals, for example, but if there are going to be marshals, it would be good to know that. Win said the application should ask how the event organizer plans to handle emergencies. Matt said he thinks the VT Overland Race should have marshals at major intersections so they can stop racers if a car is coming. Win asked Jonathan if his signs have ever been removed or vandalized. Jonathan said no; he puts them up the day before and they're taken down during the race. Deb said some of the signs for the Vermont 50 and the Vermont 100 have gone missing, but not in West Windsor. Jonathan agreed that there has been interference with the signage for the Vermont 50. Win said there's a cultural resistance to these types of requirements with the VOMAR events. Jonathan said at critical intersections he has signs alerting traffic that there's a race in progress and he tries to have someone staged there. If the race begins at the school in Windsor, Jonathan said, they'll have

a police escort at the start. Jonathan added that these practices help with insurance. Steve agreed that there are issues with critical intersections that need to be resolved with VOMAR but he is concerned about putting too many requirements on a guided event like that. Win said he thinks signs and marshals are more important for bike events than for running events and asked why there's so much resistance. Deb said she thinks it's important for riders to know if someone is watching out for them or if they have to be responsible for their own safety. Matt said bicycles need to follow all the same rules that cars follow so they need to stop at stop signs. Erik said we need to look out for the people who live here as well as the people who are participating in the race so when we get reports of cars being run off the road by bikers, we have a problem. Likewise, Erik said, if we don't know where the event is being held or how many people are involved, we don't know what resources we need. If the event is at the other end of town, for example, we need to have the UTV in the trailer ready to go; we need to plan ahead. Win agreed that we need to be sensitive to the needs of townspeople, the needs of event participants and the needs of emergency service providers. Win suggested a subcommittee to flesh out a proposal.

- 6) Event application by Ragnar Events & Ascutney Outdoors for the Ragnar Trail Vermont race from July 23rd at 4:00 PM to July 25th at 6:00 PM, at the Ascutney Outdoors Center, Ski Tow Road parking lot and on adjacent property (with set up to begin at 5:00 PM on July 19th and clean up to end by 6:00 PM on July 27th) – Steve said this year's event and contract are virtually identical to last year's event and contract. Win said he and a number of others were very unhappy with how alcohol service was handled last year. Win said he talked with Steve about it and Steve suggested that we develop a more specific application form and an operating plan. Steve acknowledged the problems with the alcohol service and suggested planning ahead so everyone knows what their responsibilities are. Steve said the planning elements are pretty simple and include a contained area, signage, policy awareness and monitoring. Win asked what the Ragnar contract says about medical coverage and said if it's not very specific, it could be fleshed out in the operating plan. Steve said we should decide what's essential and what's recommended. Steve said having a plan will ensure that everyone has agreed on the size of the beer garden, the number of monitors needed, and that sort of thing. Steve said the event organizer has already talked with the Police Chief about having a presence at the end of the race, which is the busiest time for alcohol service. **Win moved to approve the application with the understanding that an operating plan will be submitted, at least two weeks before the event, that includes a final route map, details about alcohol service, and other pertinent information. Matt seconded the motion.** Matt suggested that Ascutney Outdoors (AO) do a walk-through prior to the event to make sure the alcohol service is set up as planned. Steve said last year the entire field was fenced off for alcohol service and Ragnar wants to do the same thing this year so we're going to have to work through that with them. Steve said he doesn't want to put AO, which is a volunteer organization, in charge of policing the alcohol service. Erik said, not just for Ragnar, but for all events, he'd like the route map to be attached to the original application and, if it needs to be changed, a revised version can be submitted with the operating plan. **Win called for a vote on the motion, which passed unanimously.**
- 7) Event application by Deb Shearer & Ascutney Outdoors for the Five & Dime race on June 6th from 7:30 AM to Noon at the Ascutney Outdoors Center, Ski Tow Road parking lot and on adjacent property – Deb said there are no changes from last year; no alcohol is served and they have course marshals stopping runners at road crossings. Deb said she hasn't received

official approval from Erik yet, but he has the course map. **Win moved to approve the application conditioned on the approval of the Fire Department and FAST Squad. Brett seconded the motion, which passed unanimously.**

- 8) Request by Jonathan Vass for use of Town roads for Runamuck 50K event on June 27th from 7:00 AM to 3:30 PM – Jonathan said the event is capped at 100 participants and he will provide an insurance certificate. Jonathan said the event is not based in West Windsor but there will be two aid stations on the route, which are shown on the map. The race will start at Oxbow Farm on Stillson Road unless the field is wet and then they'll start at the school in Windsor. **Brett moved to approve the use of Town roads for the Runamuck 50K event on June 27th. Matt seconded the motion, which passed unanimously.**
- 9) Sign Audit Agreement letter – **Brett moved to authorize Win to sign the audit engagement letter. Matt seconded the motion, which passed without objection.**
- 10) Library Trustee appointment – On the recommendation of the Chair of the Library Board, **Win moved to appoint Colin McKaig to fill the position vacated by Courtney McKaig. Matt seconded the motion, which passed unanimously.**
- 11) Highway – Sign Certificate of Highway Mileage: **Brett moved to sign the Certificate of Highway Mileage. Matt seconded the motion, which passed unanimously.** Foreman's report: Mike said they cut the brush for the Churchill Road project. Grader repairs are up to \$18,000 and include the transmission, the moldboard, and an oil leak. Mike said the new loader is here, and noted the decrease in the sand pile. Mike asked if we've heard from the state about testing the location for the new sand pile. Martha said the state put out an RFP. Regarding the Rush Meadow culvert project, Mike said the response has been crazy.
- 12) Solar report – Martha gave the Selectboard a hand-out summarizing the Town's solar credits and said we have too many so she's talking to Tom Marsh about adding one or more of the sewer pump stations. Win asked about adding the Ascutney Outdoors Center to the contract. Martha said she asked Next Sun about that last year and, because it's not a town-supported organization, they wouldn't allow it. Mike asked if the Burke garage is included in the contract. Martha said no; not yet. Matt asked why we have too many credits. Martha said it was sunnier last year so the facility generated more energy than we needed. We get 18% of the output, which goes to 8 different meters, including the school, the library and the town hall and, right now, they all have too much. Win said he doesn't think any action is needed except to encourage Martha to continue to look for meters to add to the contract.
- 13) Other Business – Regional Planning Commission update: Tom said the RPC met with the new Weathersfield Town Manager; reviewed several plans, projects, reports and loans; and discussed whether to apply to be a clean water service provider for the Black River basin. Win asked Deb if West Windsor has to have an energy plan. Deb said the Town Plan includes an enhanced energy section. Transportation Advisory Committee update: Matt asked about plans to repave Route 5. Tom said he thinks there's a 95% chance it will get done this summer. Regional Solid Waste Committee: Win asked Tom why the Solid Waste Committee didn't know about the issue with the Weathersfield Transfer Station. Tom said the Transfer Station hasn't shared that information but the problem is with the market for recyclables. Win said he got an email from a constituent who says he goes to Springfield because they do a much better job of separating materials and maintaining the quality of the recyclables. Matt agreed. Tom said Springfield has been criticized for having too many contaminants in their glass. Animating Infrastructure grant: Win said we've had suggestions for sound system improvements at Ascutney Outdoors, the Town Hall and the School, but we

could also use funding for the Ski Bridge art project. Steve said AO needs to install sound baffling at the Center so, if there's grant funding available, they'd be interested. Win said we need to find out what the deadline is. Win added that he stopped by the school to see if anyone is interested in spearheading the Bridge project. Win asked Martha about the guidelines. Martha said she has emailed the contact person for the grant and she also emailed Jennifer Waite about the interpretive trail project, which might qualify for grant funding. Win said let's include this topic on the next Selectboard agenda. Town Hall windows: Matt said he talked to David and he said he's going to finish installing the windows before the end of the month.

- 14) Approve Minutes – **Brett moved to approve the minutes of January 13th & 20th. Matt seconded the motion, which passed unanimously.**
- 15) Adjourn – **Brett moved to adjourn at 7:50 PM. Matt seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison