

## WEST WINDSOR SELECTBOARD

Draft Minutes

July 22, 2013

Present: Glenn Seward, Tom Kenyon, Bruce Boedtke, Cathy Archibald, Bob French, Seth Warren, Daphne Lowe, Mike Spackman, Jim Lyall, Sherry Barbour, Laura Stillson, George Calver (*VT Standard*), Martha Harrison

- 1) Call to Order – Selectboard Chair Glenn Seward called the meeting to order at 6:30 PM.
- 2) Changes/Additions – Glenn said he would like to move reconsideration of the Dowd/Putman access to the top of the agenda.
- 3) Public Comment – Recycling: Tom said the Solid Waste district meeting is this Thursday and they're going to talk about Act 148. Tom said tonnage is down, due to recycling, so the tipping fee has increased from \$5 to \$7. Vandalism: Tom said he had another complaint about vandalism and the lack of police patrol on the west end of town. Tom said he'll talk to the Police Chief.
- 4) Town Clerk's orders – **Tom moved to sign orders. Bruce seconded the motion, which passed unanimously.**
- 5) Reconsider highway access application: Dowd/Putman (Churchill Road) – Seth said the FEMA floodplain map is incorrect and he doesn't think it should be used. Glenn said there were two issues; one was the flood zone location but the more important one was the sight distance issue. Glenn said it either has to be close to the covered bridge or it needs to be way off to the south. Mike said he's not concerned about the floodplain but he is concerned about the sight distance and the driveway will need a culvert. Mike said he thinks the access is going to need to be raised up in order to see through the covered bridge. Tom said he's concerned that the driveway will act as a berm in the floodplain and he doesn't see a problem with moving it further south. Seth said he doesn't think the elevation of the driveway will increase except at the intersection with the road. Martha said the DRB will be conducting a flood hazard review for the driveway. Seth said the ANR map shows the portion of the field that flooded during Irene but it's not the same as the mapped floodplain. Martha said the DRB has to use the existing FEMA maps. Seth said to keep the access as far out of the floodplain as possible, they would have to come in near the southern end of the property. Glenn asked that the proposed new access be marked taking into account the required sight distance. Mike said there needs to be around 250' of sight distance for a 30 MPH road. Mike said it will still need a culvert. **Glenn moved to grant preliminary approval for the Dowd/Putman access on Churchill Road contingent on the driveway being a minimum of 250' from the south exit of the bridge. Tom seconded the motion and requested that the new location be staked. Glenn called for a vote on the motion, which passed unanimously.**
- 6) Sign adopted purchasing policy – Glenn noted that the Selectboard approved the policy at their July 8<sup>th</sup> meeting. Tom requested three minor amendments to the policy. **Tom moved to adopt the Purchasing Policy, striking #8 and adding "protection of town property" under "Emergency Purchases" and "The bid process may be used by the Selectboard if deemed appropriate" under "Professional Services."** Glenn seconded the motion, which passed unanimously.

- 7) Update on recent flood damages/highway status/FEMA – Glenn said he met with FEMA rep last week and toured some of the heaviest damage. Glenn said the town will be eligible for public assistance. Glenn estimated the damage at \$100,000. Mike said the Highway Department is closing Coon Club Road tomorrow for two culvert replacements, and then working on Kimball Farm Road and then repairing the black top on Ski Tow Road.
- 8) Brook Road Bridge Project – Glenn said the Selectboard had a discussion with the Flinn and Drost families at their last regular meeting regarding the possibility of upgrading the structure on Brook Road. Glenn said he contacted a VTrans engineer and a hydraulic study is being done to determine an appropriate structure. Glenn said the town is considering using the funding for the Rush Meadow culvert for the Brook Road culvert instead so the bidding for the Rush Meadow project was stopped and new RFPs will be sent out for Brook Road when we get the hydraulic study. Mike said he'd like to have it done by fall. Bruce asked about permitting for the Brook Road project. Glenn said he'll forward the hydraulic study to Todd Menees. Mike said he met Todd on July 3<sup>rd</sup> and he told Mike to do whatever he needs to do. Mike said he asked Todd to send that to him in writing.
- 9) Discuss Brook Road recreational trail concept – Tom said a number of people on Brook Road have said they'd like to have a recreational trail, including a bridge, where the bridge washed out. Glenn said it's a great idea but we'll have to see what Windsor thinks of it.
- 10) Consider bids for sidewalk work related to crosswalk project – Glenn said curb cut work is needed for the cross walk over Route 44. **Glenn moved to accept bid #299 from DLX in the amount of \$1259.60 and the related Morris Bibens proposal in the amount of \$1623 dated June 27, 2013. Bruce seconded the motion.** Jim Lyall said the connector trail is built almost to the flat on the resort side. Jim asked if the Selectboard is expecting him to bring it to the bridge and from the bridge to the road. Glenn said yes. Jim said he'd like to walk it with someone before proceeding. Glenn said he'll walk it with Jim. **Glenn called for a vote on the motion, which passed unanimously.** Mike said he hasn't ordered the signs yet. After discussion, the Selectboard agreed to paint and mark the ADA compliant diagonal crosswalk only on the Brownsville-Hartland Road.
- 11) Fourth of July – Glenn thanked the committee for their efforts. Glenn said there have been some difficulties financially and procedurally. Glenn suggested reconsidering whether the Fourth of July committee should continue to come under the auspices of the Selectboard or if it should be an independent volunteer committee. Glenn suggested discussing reorganization with the two committee chairs at the Selectboard's next regular meeting. Bruce agreed. Glenn said he will contact Cathy Boedtger and Chris Nesbitt.
- 12) VT Mountain Bike Festival – Jim Lyall said the reviews have been really good and, although attendance was a little lower than expected, they did have 300+ in attendance. Jim said he thinks the festival worked well as promotion for the trails. Jim said STAB and VMBA are meeting on Thursday to review what worked well and what could be improved for next year. Jim said attendance was affected by the Prouty so they are considering having it on July 5<sup>th</sup> and 6<sup>th</sup> next year. The Selectboard commended STAB for their work on repairing the trails after the July 2<sup>nd</sup> storm damage.
- 13) Historic Bowers Covered Bridge (signage) – Tom suggested getting historic signs for the bridge from the state of Vermont. Mike suggested getting signs for the Best Covered Bridge also.
- 14) Bowers Covered Bridge Conservation area – Glenn said the Selectboard has considered acquiring the property around the Bowers Covered Bridge. Glenn said he has asked

Conservation Commission (CC) Chair Ted Siegler to consider the CC's involvement in a possible purchase and Ted has agreed to put it on the CC's next agenda. Glenn noted that there is a meeting with VLCT's Loss Control Specialists on Thursday at 9:00 AM.

- 15) Sheddsville Cemetery – Tom said there are three monuments that need to be restored to their appropriate location and the Historical Society is going to try to figure out where they belong. Glenn said he spoke with Jim Kenyon and Dwight Davis about the difference between the pay rates for maintenance at the two cemeteries. Glenn suggested considering a bonus for Dwight at the end of the year to compensate him for the difference in the pay rate. Tom and Bruce agreed to take it up at the end of the year.
- 16) Tax rates and tax bill status – Glenn said the tax rate was set last week. Cathy said the bills will be mailed on Friday.
- 17) Highway Foreman's report – Mike said the tractor/mower is here and should be functional by the end of the week after some minor repairs. Glenn wondered if the town should ask the state to contract with us for the mowing of Route 44. Mike said he will think about it. There was discussion about multiple mowings to control poison parsnip. Bruce said he has gotten positive feedback about the mower purchase. Mike said the new truck is here and the old truck was sold to Windsor. Mike said he thinks the tractor will have to be registered and he has to check on insurance too.
- 18) Update on Snowdance status – Glenn said the foreclosure judgment has been issued and they are now dealing with the priority of assets.
- 19) Update on Sewer System acquisition – Glenn said there was an Act 250 hearing on the 17<sup>th</sup> and the District 2 Commission has made a verbal commitment to transfer the sewer system permit to the Town of West Windsor with no conditions.
- 20) Pellet Plant status – Glenn said the Querrey group has received their Jurisdictional Opinion from Act 250 and will begin the local permit process on July 29<sup>th</sup>.
- 21) Meeting cancellation policy – Tom said when regular meetings are cancelled, someone should be here to explain that to attendees. Tom also asked for meeting agendas to be directly linked to the Town Business calendar on the website.
- 22) Adjourn – **Glenn moved to adjourn at 7:30 PM. Bruce seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison