

## WEST WINDSOR SELECTBOARD

Draft Minutes

June 11, 2012

Present: Glenn Seward, Tom Kenyon, Bruce Boedtke, Highway Foreman Mike Spackman, Trail Maintenance employee Jim Lyall, Town Clerk Cathy Archibald, Town Forest & Fourth of July Committee member Cathy Boedtke, Martha Harrison

- 1) Call to Order – Selectboard Chair Glenn Seward called the meeting to order at 6:30 PM and noted that the Selectboard just returned from a site visit to the base lodge parking area to discuss Fourth of July parking issues.
- 2) Changes or Additions – Tree Warden’s report, Giles property, Talc plant property, Conservation Commission resignation
- 3) Sign Town Clerk’s Orders – **Tom moved to approve signing the Town Clerk’s orders. Bruce seconded the motion, which passed unanimously.**
- 4) Public Comment – None
- 5) Town Clerk/Treasurer’s Report – Cathy had the Marshall & Swift cost tables for the Selectboard to approve. **Tom moved to approve and sign the Marshall & Swift cost tables. Bruce seconded the motion, which passed unanimously.** Cathy noted that the Highway Department just got another \$58,000 in FEMA reimbursements but the town will have to begin borrowing from some of its smaller accounts. Glenn said that, according to the Town Clerk, FEMA still owes West Windsor about \$217,000. Martha noted that all of the Project Worksheets have not been obligated yet. Glenn said he has requested an interim payment of \$125,000 for work on Bowers Covered Bridge.
- 6) Town Constable’s Report – The constable was not present. Glenn said given that West Windsor Constable Ralph Johnson is retiring as of July 1<sup>st</sup>, he asked Windsor Police Chief Steve Soares to sign the Fourth of July parade permit and there were some hard feelings as a result. Glenn apologized for not having both law enforcement officials sign the permit.
- 7) Highway Foreman’s Report – Mike said the salt shed is done. Mike said we’ve received all our grant funding for last year’s projects and are ready to start on this year’s projects. Mike said he is waiting for a work start notification from Better Backroads for the Sheddsville project. Glenn said M&M wants the state to sign off on the drawings for the precast culvert for Wardner Road before the manufacturer puts it into production. Glenn said he is trying to track down Trevor Starr to get the drawing approved. Mike said the grader has had some issues but is repaired. Regarding the Dugdale Bridge, Glenn said the highway department can proceed whenever they’re ready; the town is not going to pursue the price differential from FEMA. Mike noted that the Dugdale’s pond has been drained. Mike asked about the Bowers Covered Bridge. Tom said he thinks the bridge will be done on July 28<sup>th</sup>. Mike said the deadline for replacing road signs has been lifted; signs may now be upgraded to the new standards when they need to be replaced. Mike said the town needs to establish a “working over water safety plan,” even though some of the requirements are ridiculous. Mike gave the Selectboard a copy of the plan to review. Mike said the town should re-sign the mutual aid agreement because we haven’t signed it since 2006. Mike gave the Selectboard a copy of the updated agreement. **Tom moved to sign the mutual aid agreement. Bruce seconded the motion, which passed unanimously.** Tom noted that the guardrails on the bridge by Wesley Alexander’s property need some fill. Glenn said he got a note from Ted Siegler about considerable erosion on Barton Road, which is Class 4. Ted suggested that a bulldozer may be needed. Glenn said he will go look at it. Bruce suggested taking care of any drainage issues. Glenn said the town has no obligation to maintain it but we might consider at least making it passable. Mike said the snowmobile trail was open. Jim asked Mike if he could have some small rocks for stream crossings. Mike said yes.
- 8) Coaching Lane improvements – The Selectboard agreed to discuss this item when they discuss the Giles property under “Other Business.”
- 9) Health Officer issue – Tom said the issue with the open sewer has been resolved.

- 10) Discuss health insurance program – Glenn said there have been some bumps in the road with the new health insurance plan, mainly related to prescriptions not being covered by the plan. Glenn said some of the issues are probably related to the lower cost; we're not going to get the same level of care with the amount that we're paying. Glenn said we'll have to keep that in mind at renewal time. Glenn said there is an 800 number for Blue Cross and he has been told that it works pretty well. Mike said Phil has called the 800 number and it's a joke. Glenn said some employees are also running low in their health savings accounts. Glenn suggested providing the second half of the funding now, rather than on July 1<sup>st</sup>. **Tom moved to approve providing the second half of the funding now. Bruce seconded the motion, which passed unanimously.** Bruce suggested getting a representative from our carrier here to discuss the options.
- 11) Law enforcement update – Glenn said we're on track for July 1<sup>st</sup>. Bruce asked about having a transitional meeting. Glenn said there seems to be a lack of interest. Bruce said he'd like the Selectboard to meet with the police chief and invite anyone else who wants to participate. The Selectboard agreed to meet on Tuesday, June 26<sup>th</sup> at 6:30 PM if the chief is available.
- 12) Sewer line update – Glenn said there is a meeting scheduled for this Thursday at the Library at 1:00 PM. Glenn said Town Attorney Matt Birmingham thinks it would be a good idea to send our list of initial terms to the other parties prior to the meeting. Bruce and Tom agreed.
- 13) Resort sewer CWSRF Loan Application – Glenn said we need to complete the application shortly. If we sign it, Glenn said, we have access to the funds for the coming year but are not committed to using the funds. Glenn said the Town Clerk has to certify the vote and Matt has to weigh in on it. Bruce asked about the application deadline. Glenn said we need to apply in the next two weeks.
- 14) Consider preliminary engineering proposal from A&E for village utilities – Glenn said he attended a Wastewater Committee meeting a week ago and they voted to suggest to the Selectboard that we move ahead with a preliminary engineering study for village utilities at a cost of \$40,000 to \$60,000. Glenn said the study is eligible for state funding at 0% for five years. Glenn said even if we don't own the sewer line, there is a distinct possibility that we would be able to connect to it. Glenn said he thinks we should move ahead with the study. Bruce asked if they will lay out the utilities and give cost estimates. Glenn said yes, and they also inspect basements to look at invert elevations where the sewer exits the house to determine the feasibility of running gravity lines, note placement of pump stations, and figure out how to cross the brook. Tom asked if we have the power to do that. Glenn said, according to the state, we do have the authority; we don't have to have a vote. Bruce said we don't have to decide tonight. Glenn said no, but it would be nice to give the engineers an indication so they can prepare a proposal. Bruce suggested waiting until Thursday to decide. Tom asked about the funding to purchase the water system. Glenn said Don Robisky does not feel that a town vote is necessary for the purchase of the water system because you need the water to make the sewer work. Glenn said personally he is not comfortable purchasing the water system without a vote. Bruce agreed. Tom asked who would pay back the loan. For the preliminary engineering study, Glenn said, we'd have to budget for that. Tom said the whole town is going to pay for that. Bruce said yes. Tom agreed with Bruce that we should wait until Thursday to decide.
- 15) FEMA update – Glenn said he talked with Alec Portalupi from the Agency of Transportation (AOT) regarding the Brownsville-Hartland Road. According to Glenn, Alec thought that the information should go to FEMA for review. Glenn said he mentioned Dana Danieli's statement that no work can be done outside the right-of-way to Alec, and Alec said there was considerable work done outside the right-of-way in this disaster. **Glenn moved to authorize AOT representative Alec Portalupi to move forward with Brownsville-Hartland Road information to FEMA in an effort to secure funding for the damage to Brownsville-Hartland Road. Bruce seconded the motion, which passed unanimously.**
- 16) Act 250 update – Glenn said the Selectboard received a letter from Darryl Dworkin objecting to the trail on the common land behind his house on Sky Hawk Lane. Glenn said Snowdance has rights to that property and, since the town has an agreement with Snowdance, we are secure in our right to the trail. Snowdance agreed, and Mr. Dworkin subsequently withdrew his objection, although he reserves

the right to object if the town starts having motorized vehicle races on the trail. Glenn said June 13<sup>th</sup> is the deadline for requesting an Act 250 hearing. Jim asked for a copy of the draft Act 250 permit. Tom noted that April Hensel gave the town permission to run the five & dime race on June 9<sup>th</sup>. Jim said there were 120 racers and everything went smoothly.

- 17) Town Forest trails update – Jim Lyall provided a Trail Report (attached). Cathy Boedtger said there was some type of larger vehicle, probably an ATV, in the town forest, going across “Ranger’s Run.” Jim said he would like to get a label maker so he can make quick signs as necessary. Bruce said we need to indicate trail closures more effectively because people are just ripping down the tape. Cathy said the Plausteiner’s private trail should be removed from the map. Bruce asked about doing a bridge on “Last Mile.” Jim said our Act 250 application didn’t include a bridge there, so we’d have to amend our application. Jim said we need to get our local permits for the two bridges that were included in the Act 250 application. There was discussion about when the trails open in the spring, which depends on weather and trail conditions. Bruce suggested announcing the trail opening on the town website. Glenn said when we’re ready to publicize the trails, we should contact VPR. Jim said he and Erik Schutz are going to try to meet with the head of the VT Tourism Department. Jim said next year, we’re going to host the Vermont Mountain Bike Festival. Cathy said an event of that size is going to require a lot of planning. Jim said there’s a good planning manual for the festival. Tom asked about parking. Glenn said we have use of the parking lot at Cunningham’s through the annual trail agreement with Snowdance, which can be cancelled by either party with 30 days notice. Jim said for the festival we would need the upper parking lot as well. Bruce said the double-track trails need to be cleaned up for emergency vehicles. Jim said he started cleaning up “Pass the Buck” and “Cloud Nine” on Sunday. Bruce said there’s a bridge that needs to be dragged out with an ATV. Glenn offered to lend Jim his ATV. Cathy said the Town Forest Committee wants to have a section on the website for the West Windsor Town Forest with history and policy information, and a separate section for recreation with a link to the trail map, and a link to the STAB (Sports Trails of the Ascutney Basin) website. Martha said Dave Halpert could help with the structural changes to the website. There was discussion about what information should come up when someone clicks on the “Recreation” tab. Glenn said we should be careful about promoting trail easements on private property. Martha suggested a website committee meeting. Mike said he hasn’t been able to find any existing rescue protocol for remote areas so he may write it himself. Glenn said he thinks the town should have its own rescue equipment. Mike said Ludlow has an ATV with a place for a backboard. Tom asked who is in charge of rescue. Mike said the Fire Department is in charge of rescue and the FAST Squad is in charge of patient care. Tom disagreed. Glenn said the protocol needs to be clarified. Town Forest Committee (TFC): Cathy said there’s concern about access to the gravel pit so the TFC would like the Selectboard to have the road to the gravel pit repaired, finish the parking lot, and remove construction debris and stumps. Tom asked who needs to access the gravel pit. Jim said emergency vehicles and maintenance. Bruce said we need a plan for stumps. Glenn asked if Blanchard still has equipment for grinding stumps. Mike said he thinks so. Mike said they can also be burned. Bruce said that’s a great idea. Mike said the road to the gravel pit is a mess but he can get in there after things dry out.
- 18) Correspondence: Darryl Dworkin – This was discussed under item #16.
- 19) Approve Minutes - May 9<sup>th</sup> (morning), May 9<sup>th</sup> (afternoon), May 14<sup>th</sup>, May 17<sup>th</sup>, & May 28<sup>th</sup>: **Tom made a motion to approve the minutes of May 9<sup>th</sup> (morning), May 9<sup>th</sup> (afternoon), May 14<sup>th</sup>, May 17<sup>th</sup> and May 28<sup>th</sup> as written. Bruce seconded the motion, which passed unanimously.**
- 20) Other Business – Tree Warden: Tom said we need to make a decision about the dying maple tree by the bridge. Tom said he got a price of \$550 from Knox to take it down. Glenn said that’s fine. Fourth of July Committee: Cathy said the Fourth of July Committee needs a waterproof electrical cord to use for music on the night of July 3<sup>rd</sup>. Cathy asked the Selectboard to consider purchasing it. Glenn asked about the cost. Cathy said the cost is \$250. Cathy said it could also be used to light the evergreen trees for Christmas. **Bruce moved to purchase the electrical cord. Glenn seconded the motion, which passed unanimously.** Cathy said the Fourth of July Committee may approach the Selectboard about getting an appropriation from the town next year. Giles property: Glenn said John Giles is willing to

donate his lot to the town. Glenn said he gave John the name of an appraiser. **Tom made a motion to accept the donation. Glenn seconded the motion.** Glenn said the lot is on the Grand List for \$57,000. **Glenn called for a vote on the motion, which passed unanimously.** Glenn said the lot will provide a possible turn around for town trucks. Glenn said at their last meeting, the Selectboard agreed to reclassify the Class 4 section of Coaching Lane to Class 3 so the town can maintain it. Conservation Commission resignation: Glenn said he received a note indicating that Cathy Boedtke is resigning from the Conservation Commission. **Glenn moved to accept the resignation. Tom seconded the motion with regret and deep appreciation. The motion passed unanimously.** Tom asked about appointing a replacement. Glenn said Chris Nesbitt may be interested. Glenn agreed to inquire with Conservation Commission Chair Ted Siegler. Talc plant property: Glenn said he met with Larry Ennis last week and indications are that they would like to donate the property to the town, or give the town a long-term lease for recreational use. Glenn said Larry suggested that the town have its trail experts look at it. The Selectboard asked Jim to look at the reclamation plans. Glenn said it will be under Act 250 jurisdiction. Glenn said Imerys is interested in a continuing dialogue. Bruce asked about access. Glenn said Imerys may be willing to purchase property, or an easement, on the other side of Best Bridge for access. Tom said he is still looking for grant money for the demolition of the talc plant itself and is hoping that part of that land would be turned over to the town as well. Bruce said the town should start having a big picture discussion/study about what we want to do with the property. Glenn agreed. Glenn said it's possible that we could get the property in two or three years. Tom asked if we could get an informal offer. Glenn said Larry is working on that. Cathy said the Planning Commission is studying recreation and economic growth and should be given this information.

- 21) Adjourn - **Glenn moved to adjourn at 8:25 PM. Bruce seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison