

West Windsor Selectboard
Draft Minutes
June 14, 2017

Present at site visit: Dick Beatty, Win Johnson, Brett Myers, Tom Kenyon, Martha Harrison, Jason Booth (A+E), Bob Moulton (A+E), Steve Zaluzny (Zaluzny Construction), Don Haddox (DEC Facilities Engineering Division), Elizabeth Burrows (School Board Chair)

Present at meeting: Dick Beatty, Win Johnson, Brett Myers, Tom Kenyon, Martha Harrison, Jason Booth, Glenn & Shelley Seward

- 1) Site visit/Call to Order – Following the 1:00 PM village sewer project inspection with contractor Steve Zaluzny, project engineers Jason Booth and Bob Moulton, and state construction engineer Don Haddox, Selectboard Chair Dick Beatty called the meeting to order at 2:23 PM.
- 2) Changes or additions to the agenda – Win said he'd like to discuss Ascutney Outdoors' use of the town parking area and the town's letter of support. Dick reported leaving a message for Windsor Town Manager Tom Marsh concerning the recent delayed ambulance responses. Brett said Windsor Ambulance should be made aware that there aren't very many FAST Squad members who respond to calls on a regular basis. Win suggested asking FAST Squad Director Nancy Gaynor to update the Selectboard on the status of the FAST Squad. Brett and Dick agreed.
- 3) Discuss site visit findings – Win asked Jason what A+E is going to provide the town. Jason said he will send the Selectboard a final inspection list. Win asked if the list will include work that Jason considers within the contract and the contractor's liability. Jason said yes. Martha noted that the warranty period ends in a few weeks and asked what happens if the work isn't done by then. Jason said if it's on the list, the contractor is expected to get it done within the warranty period. Jason said Steve also agreed to address the settlement issues around the manhole by the Historical Society and at the Post Office, if they recur beyond the warranty period. Win asked if there are incremental costs associated with this work. Jason said no; this is part of the contractor's obligation. Win asked if Zaluzny has been paid in full. Jason said yes, but there's a performance bond in place if the work isn't completed within the warranty period. Tom said Cathy Acks installed a sump pump in her cellar and pumps the water out under the front porch so it runs onto the sidewalk, which is not a good situation. Tom said there have been complaints. Win said he thinks discharging water into the state right-of-way is a state issue. Dick agreed. Win suggested reporting the complaints to the state. Win said the school should be given notice in advance of the work. Win asked Jason if there are any water issues the Selectboard should know about. Jason said they did a preliminary walk-through this morning and there are a few items Manosh needs to take care of, but the system is running and the communication issues have been resolved. Win said the sooner we get final numbers, the sooner we know how much we have to pay over and above the bond amount. Tom asked about the parking area in front of the booster pump building. Jason said that wasn't part of the contract.
- 4) Old Home Day – Tom said according to the event ordinance, events conducted by the town, the school and the church on town, school or church grounds are exempt from the requirement to obtain a license. Dick and Win agreed with Tom's interpretation of the

ordinance. Dick said Leone Bushkin called him to ask the Selectboard to ride in the parade. After discussion, Dick agreed to ride in the parade and Win agreed to join him if he's available. Brett said she is not available.

- 5) Other Business – Letter of Support for Ascutney Outdoors (AO): Win said he had suggested adding a paragraph to the lease agreement with AO, making it clear that AO could apply, per existing ordinances, to use the balance of the recreational infrastructure area beyond what we already give them in paragraph 7 of the lease, but Dick was not comfortable with that. As an alternative, Dick said he revised the language in the letter of support. Glenn said he is fine with the revised language in the letter. Dick said he has no problem with AO applying to use the parking area for a series of events; they don't have to apply for each individual event. Dick said he just wants to be sure the area is available for others who may want to use it. Glenn said AO has a calendar of events and could submit it at a future Selectboard meeting, noting the events for which they would like to use the parking area. **Win moved to ask Martha to amend the letter for Dick to sign. Brett seconded the motion, which passed unanimously.** AO site plan: Glenn said AO's site plan should be ready for the next Selectboard meeting and AO would like to get the Selectboard's comments. Dick asked Glenn to send the site plan in advance of the meeting. Win asked if it should go to the Planning Commission first. Glenn said his thought was that, if the Selectboard had concerns about the plan, AO could make adjustments prior to giving it to the DRB. Glenn said AO would like the Fire Chief to weigh in on it as well. Dick asked if the Selectboard has any jurisdiction. Win said if the Selectboard gets a copy of the plan, then they can go to the DRB hearing if they have any concerns. Dick offered to recuse himself from the DRB hearing. Glenn said he doesn't think that's necessary.
- 6) Sign Town Clerk's orders – **Win moved to sign orders. Brett seconded the motion, which passed unanimously.**
- 7) Adjourn – **Win moved to adjourn at 2:55 PM. Brett seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison