

West Windsor Selectboard
Draft Minutes
June 26, 2017

Present: Dick Beatty, Win Johnson, Brett Myers, Tom Kenyon, Martha Harrison, Mike Spackman, Deb Shearer, Glenn & Shelley Seward, Bill Ley, Nancy Gaynor, Cathy Archibald, Annie Burke, Paula Wehde (Windsor on Air), Laura Deschamp, Ray Shannis

- 1) Call to Order – Selectboard Chair Dick Beatty called the meeting to order at 6:30 PM.
- 2) Changes or additions to the agenda – Historical Society event; water ordinance; Windsor’s sewer budget; Ascutney Outdoors’ plans for East Chair; Grants-in-Aid letter of intent; water system PRV leak; sewer generators; request from Manosh; and solid waste district distribution. State capital budget: Dick noted the remaining grant funding for the sewer project was included in the capital budget signed by the Governor. Complaint letter: Dick said he would like to talk about the letter. Win said he would like to pass over it because he doesn’t think anonymous communications deserve recognition. Dick suggested that the Selectboard acknowledge receipt of the letter but not act on it. **Win moved to acknowledge receipt of an anonymous complaint letter. Brett seconded the motion, which passed unanimously.**
- 3) Announcements/Public Comment – Laura Deschamp, who lives next to the Grange Hall, expressed concern about the café being operated by the Historical Society. Laura said no one approached her in advance so she knew nothing about it. When she bought the house, Laura said, it was her understanding that there were meetings at the Grange Hall occasionally and a bean supper once or twice a year. Laura said, since the café opened, she has 4 to 6 cars parked in front of her house every morning. Dick said the Selectboard doesn’t have jurisdiction over this issue but Laura can file a complaint with the Zoning Administrator and the Development Review Board. Laura said she read the notes from the last meeting and it seems like the zoning issues were brushed under the rug. Laura said her biggest disappointment was the comment that “all the neighbors were spoken to” when she was never approached; all she knew about was the plan to put an addition on the building. Laura said that, as an abutter, she hopes she will be approached in the future. Win suggested that Laura talk with someone at the Historical Society about encouraging people to park further away. Win said he doesn’t think it’s a zoning matter. Laura said she did not foresee this situation when she purchased the property. Nancy Gaynor asked if there are places along Route 44 where parking is not allowed. Win said there are no “No Parking” signs posted.
- 4) Event application: Ascutney Outdoors (AO) “Brownstock” music festival; Sunday, August 19th, from 1:00 PM until 6:00 PM in the rope tow/warming hut area on the mountain – Deb said AO would like to have Harpoon at the event and asked about the licensing requirement. Ray asked if the vendor has to provide the Selectboard with their license. Dick said yes, and they also have to provide their certificate of insurance. Win asked if AO will be monitoring noise levels. Glenn said yes. Win said we need to maintain data on noise. Ray said the police can either be hired to provide coverage for the event, or they can drive by occasionally as part of their routine patrolling. Ray asked if routine patrolling is suitable. Dick said since they’re planning to serve alcohol, if there’s a problem, the organization running the event is going to have to deal with it, so they may want to have a police presence. Deb said, once Harpoon is on board, she will approach Chief Sampson. Deb said the exact location of the

event has not been finalized. Win asked if approval is being requested now, or after more information has been provided. Deb said they can wait until the July 10th meeting for approval.

- 5) Consider signing Municipal Impact Questionnaire for Ascutney Outdoors Center – **Win moved to authorize the Chair to sign the Municipal Impact Questionnaire. Brett seconded the motion, which passed unanimously.**
- 6) Ascutney Outdoors' tax exemption – Annie Burke said, according to the Town Attorney and the State, property tax exemption is the Listers decision but the state has also suggested a special town meeting so the voters can decide. Glenn said AO is a 501(c)(3). Annie said not all non-profits are exempt. Glenn suggested voting on it at the next town meeting in March 2018 to avoid the costs associated with a special town meeting. Dick said that would simplify matters. Annie said she will provide an estimate of the taxes, based on last year. Tom asked if the exemption would be from town taxes, school taxes, or all taxes. Annie said all taxes. Tom asked if the rest of the tax payers would have to make up the difference. Annie said yes. Win said he would like an opinion from the Town Attorney.
- 7) Update on ambulance response times – Dick said he talked with Tom Marsh and Tom said he would look into it. Tom said if there is a delay in the response, the 911 caller should call Hartford dispatch again. Dick said, according to Tom, Windsor Ambulance has a light (2-person) crew at night. Regarding the four-hour delay in May, Mike said there was a delay in dispatching an ambulance from another agency when Windsor didn't respond and, when the second agency couldn't respond, a third agency had to be contacted. Nancy said the FAST Squad is a "bare bones" volunteer organization. One of the reasons the Town switched from Golden Cross to Windsor Ambulance was to get quicker response times but Windsor Ambulance is covering Windsor, West Windsor, Hartland and parts of Cornish so they need to make sure they can cover multiple calls on a 24-hour basis. Dick said they should at least let Hartford Dispatch know when they cannot respond. Nancy said we don't know how many calls Hartford Dispatch was handling at that time. Win asked if the recent incidents are exceptions or are occurring more often. Nancy said there have been two delayed responses in a short period of time, which is probably just circumstantial, but should be addressed. Mike said Windsor's Fire Chief is trying to get two more people on the night shift but financially they don't know how they can do it. Win asked if the towns ever get together to discuss these issues. Nancy said it could be discussed at a district meeting. Brett said we should consider whether we're getting the service we pay for. Nancy suggested pursuing the issue with Windsor. Dick suggested giving Tom Marsh a little time to look into it. Dick said he will call Tom at the end of next week. The Selectboard agreed to revisit the issue on July 10th. Nancy said EMT training takes 180 hours and costs between \$600 and \$700. Nancy said many people don't finish the training, don't pass the certification, or stop participating after a couple of years because it's a huge commitment. Win asked how other towns are addressing this problem. Dick said more and more towns are transitioning to paid fire and rescue services. Win asked how much we pay for ambulance service. Cathy said we pay over \$11,000 per year.
- 8) Update on Brownsville-Hartland Road speed monitoring – Dick said we're going to have monitoring by the Regional Planning Commission and he also mentioned the issue to Tom Marsh. Bill Ley said he has seen the police at the school but there's also a problem further up the road. Bill said he thinks 40 MPH is too fast for some sections of the Brownsville-Hartland Road. Win asked what happens with the data collected by the strips. Mike said the town will get information on the number, type and speed of vehicles. Dick said he will call Chief Sampson to see if we can get some officers to run radar further up the road.

- 9) Highway Foreman's Report – Mike said paving isn't supposed to be done until after July 1st so he's discussing with the district engineer the difference between when the job is done and when the job is billed. Mike said he'll work through it with the state. Mike said he hopes the mower will be fixed by tomorrow. Mike said there are some roads that can't be ditched with town equipment so he's going to hire Dan Lesnick to do those. Grading is still being done. Mike hopes to start the Silver Hill project next week. Dick asked if the right-of-way has been marked. Mike said yes and the attorney for the Hendersons has been notified. Mike noted the related correspondence from Stephen Ankuda, which is further down on the agenda. Dick noted that the Hendersons, through their attorney, have offered to donate their 2-acre property, which is assessed at \$80,000, to the town. Win asked Mike if he has any interest in the property. Mike said he's interested in 15 feet along the road. Dick said during the recent site visit, Mike decided he could do what he needs to do within the right-of-way. Win said he doesn't have any interest in the property. Dick and Brett agreed. Regarding the anonymous complaint letter, Mike said we don't even know if the person who wrote it is a West Windsor resident. Win asked when Phil's retirement party is. Mike said July 28th. Mike suggested putting the party on the website. The Selectboard agreed. Drain: Tom Kenyon said there's a drain next to the curb that has been broken forever. Tom suggested getting Jerry Ouelette to repair it before someone gets hurt. Win suggested contacting the state. Mike said he hasn't looked at it but the state can probably put in a new grate when they do the safety project. Bill Ley described the problem. Mike said the state should be notified if work is going to be done in their right-of-way. Win asked Mike to contact the state and Mike agreed. Dick asked Mike to let Tom know after he contacts the state so Jerry can do the work. Tom agreed to turn the project over to Mike. Win said we should have something done before Old Home Day.
- 10) Consider Water Operator's contract – Martha said the contract includes a 4.9% increase in compensation for the operator. Dick and Win agreed they are happy with her work. **Win moved to approve the contract and authorize Dick to sign on behalf of the Selectboard. Brett seconded the motion, which passed unanimously.**
- 11) Water system update – Martha noted a leak at the PRV vault. Win said, according to Jason, that's not Manosh's responsibility. Martha said Manosh replaced the PRV itself and the leak is between the valve and the wall of the vault. There may also be a leak outside of the vault. Tom said he went through the check-off list with Manosh and waited while they drained the vault and cycled the PRV. Tom said there was only one item on the list that they still needed to do and it wasn't anything physical; it was paperwork. Tom said the leak has nothing to do with the project. Dick noted Bob Moulton's observation that he noticed a small leak in the upper flange, prior to the work on the PRV, but it was nothing of significant concern at that time. Dick said our water operator is recommending that the leak be repaired without delay to avoid contamination. Martha said Jason Booth is going to call her tomorrow with a recommendation. **Win moved to authorize Jason and Martha to have the leak or leaks fixed. Brett seconded the motion.** Win asked about the other items Martha mentioned in her email. Martha said the PRV vault is supposed to have a ladder so she has asked Jason to check the contract to see if it was included because it hasn't been done. Dick noted that the water supply for Mts. Edge will have to be shut off to repair the leak. Dick said he assumes we'll get a cost estimate for the repair. **Dick called for a vote on the motion, which passed unanimously.** Martha said Daniels should be coming to look at the leak near the hydrant at the parking lot. Water Ordinance: Win suggested a meeting with Jim Barlow to review the draft ordinance before forwarding it to the Utility Advisory Committee. The Selectboard agreed to ask Jim if he is available on July 17th at 4:30 PM or later that evening. Manosh

- website: Win noted Manosh's request to feature our water project on their website. Dick said he'd like to see what they're proposing before we sign off on it.
- 12) Sewer project update – Win asked about the work to be done at the school. Martha said Jason is going to provide a list of the work Zaluzny still needs to do. Generators: Tom said a breaker tripped so the software ran the generator. Martha said Mike Reynolds stopped in this morning and said Windsor topped off the coolant in the generator at the fire station but the other alarms were false alarms. Mike Spackman said he has a bill for the generator fuel. Windsor asked if everything is in accordance with our agreement with Windsor. Martha said we should review the agreement because she doesn't think the fuel issue was addressed. Martha said Mike Reynolds suggested that West Windsor be responsible for refueling the generators that are in West Windsor. Win said that makes sense. Windsor's sewer budget: Martha said the budget reflects a 1% increase in the unmetered rate.
 - 13) Correspondence – Stephen Ankuda (Henderson property on Silver Hill Road): See Highway Foreman's report. Anonymous (road conditions): See "Changes or additions to the agenda" and Highway Foreman's report.
 - 14) Other Business – East Chair: Win said AO will not be using the remaining chairlift and he thinks they're going to approach the town with a proposal from someone who is willing to come and remove it at no charge. Dick said he doesn't think the town is planning to use it. Solid Waste District distribution: Tom said, as the town's representative, he voted against the distribution because the big towns are getting most of the money. Tom said he thinks the district should keep the money in case they need to do a project in the future. **Win moved to support Tom in his position. Brett seconded the motion.** Town Hall leak: Tom said the outside faucet didn't get winterized last winter, and it froze. The plumber fixed it but it needs to be caulked and insulated when the workers are here from the correctional facility.
 - 15) Town Hall sign/bulletin board – Tom said he is concerned about people being able to read it without stopping where they shouldn't stop. Tom asked the Selectboard to give careful consideration to the location of the bulletin board. There was discussion about the dimensions of West Windsor's bulletin board, and about how Hartland manages their bulletin board. Mike suggested locating it by the bridge. Tom and Brett agreed. Dick suggested that Mike, Brett and Tom choose a suitable location.
 - 16) Approve Minutes – **Win moved to approve the minutes of June 8th, June 12th, and June 14th. Dick seconded the motion, which passed unanimously.**
 - 17) Town Clerk/Treasurer's Report – None
 - 18) Sign Town Clerk's orders – **Win moved to sign the Town Clerk's orders.** Martha asked the Selectboard to sign the letter of intent for the Grants-in-Aid program as well. **Win moved to sign the letter. Brett seconded the motions, which passed unanimously.**
 - 19) Adjourn – **Win moved to adjourn at 8:20 PM. Dick seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison