

West Windsor Selectboard
Draft Minutes
March 11, 2019

Present: Win Johnson, Matt Kantola, Brett Myers, Mike Spackman, Tom Kenyon, Michael Bell, Ken Parrot, Martha Harrison, Glenn & Shelley Seward, Deb Shearer

- 1) Call to Order – Selectboard Chair Win Johnson called the meeting to order at 6:30 PM.
- 2) Changes or additions to the agenda – Sign Environmental Report for water project; appoint representatives to the Solid Waste Management District; Tree Warden report
- 3) Announcements/Public Comment – None
- 4) Sign Town Clerk’s Orders – **Brett moved to sign orders. Matt seconded the motion, which passed unanimously.**
- 5) Consider signing Land Use & Operating Agreement with Ascutney Outdoors – Win said the agreement removes any reference to a lease; it’s just an operating agreement now. Win summarized the other clarifications, which were minor. Matt suggested that the Town and Ascutney Outdoors meet twice a year. Win said we do get their annual report and audit. Glenn said he thinks it would make sense for the Town and AO to meet. Win agreed to put that discussion on a future agenda. There was discussion about the use of the maintenance garage on the mountain. Mike noted that the Water System still needs storage space in the garage, and the Highway Department may still need some space. Win said the agreement specifies that the garage is under Mike’s supervision. There was discussion about removing unused underground piping and everyone agreed that doing so would not be cost effective. Glenn said he will work on getting the old groomer removed. Matt said the old ski patrol building at the top of the triple is pretty hazardous. **Brett moved to approve and sign the Land Use & Operating Agreement with Ascutney Outdoors. Matt seconded the motion, which passed unanimously.**
- 6) Consider adopting Noise Ordinance – Win said the ordinance has been reviewed by counsel and by the Police Chief. **Brett moved to adopt the Noise Ordinance. Matt seconded the motion.** After brief discussion, **Win called for a vote on the motion, which passed unanimously.**
- 7) Event application by Michael Bell and Ascutney Outdoors for the Ragnar Trail Running Relay Race from August 15th at 4:00 PM until August 17th at 6:00 PM at the Ascutney Outdoors Ctr., main parking lot and on adjacent property (with set up to begin on 8/11 and clean up to end by 8/19) – Win noted that he had requested additional information on security, which Michael provided. There was discussion about parking; a location for the 900 cars has not been identified yet. Glenn said he has suggested to Ragnar that they consider the Lacava property for parking, but they’re having a hard time contacting the property owner. Michael noted that there will be some RV parking allowed in the Cunningham lot. Win asked if there’s a risk that Ragnar won’t be able to arrange for parking. Shelley said Ragnar is offering to pay \$10 per car so she thinks an interested property owner will be found. Win asked about changes to the event as a result of what we learned last year. Michael said the race courses are being shifted away from the most sensitive trails. Win asked if there were any noise complaints last year. Shelley said no. Win asked about a liquor license. Michael said yes, there will be a catered beer garden. Win noted that the applicant has acknowledged that any fires are contingent on consultation with the Fire Chief. Win said he hopes the event will be positive for the store. Matt said he would like to limit the number of entries for this event. Michael said the event is limited to 2,400 participants. Matt said he thinks our

facilities can handle 1,500. Shelley said she doesn't think Ragnar would hold the event in West Windsor if it were limited to 1,500. Matt suggested discussing it with them for future events. Win asked Ascutney Outdoors to include the Selectboard in any after-event discussions. Brett asked Matt what he's concerned about. Matt said parking, water, trail damage; the Ragnar event amounts to five-years of trail usage in one day. Brett said we don't want to push them out. Matt said we can discuss it without pushing them out. Michael said after last year's event, Ragnar went to great lengths to try to "make it right." Matt agreed that they are good people to work with, he'd just like to have a conversation about it prior to future events. Michael agreed that Matt's concerns can be discussed. Matt asked how many people participate in the Vermont 50. Michael said about 1,100. **Brett moved to approve the application for the Ragnar Trail Running Relay Race. Matt seconded the motion, which passed unanimously.**

- 8) Consider signing Professional Services Agreement with LE Environmental for a Phase I Environmental Site Assessment of the Burke property – Win said we got a proposal for an environmental assessment last fall but decided to wait until after the voters approved the purchase to proceed with the assessment. Win said, now that voters have approved the purchase, LE Environmental is planning to do a site visit on Thursday. Win said a question has come up about whether we should do an asbestos assessment at an additional cost of \$1,300, which would be added to the \$2,000 base cost for the environmental assessment. Win suggested making a decision about the asbestos assessment at the site visit on Thursday. Brett suggested waiting until we get the results of the environmental assessment to make a decision on the asbestos assessment. After discussion, **Brett moved to engage LE Environmental to do a Phase I environmental assessment, not including an asbestos assessment. Matt seconded the motion, which passed unanimously.** Matt said we should get at least one bound copy of the report for \$50. Win said we'll get a revised contract that includes the environmental assessment and one bound copy of the report.
- 9) Purchase & Sale Contract for Burke property – Win said he got a contract from Seth Warren, which calls for a \$1,000 deposit and \$8,000 within 14 days, which would go into Seth's escrow account. Win said the target closing date is May 30th. Win said the contract is subject to the town "performing a Level I environmental review to their satisfaction and at their expense within 30 days of effective date." **Brett moved to authorize Win to sign the purchase and sale contract. Matt seconded the motion, which passed unanimously.**
- 10) Consider signing Annual Financial Plan – Martha said this is a form that we fill out every year after the highway budget is passed at Town Meeting certifying that we spend at least \$300 per mile on our roads. Matt asked if that's the average amount that towns spend on gravel roads. Mike said no. Matt asked what our average is. Mike said divide our total highway budget by 50 miles. **Brett moved to authorize signing the Annual Financial Plan. Matt seconded the motion, which passed unanimously.** Brett said \$750,000 divided by 50 is \$15,000 per mile.
- 11) Highway Foreman's report – Sand: Mike said they hauled sand last week and he hopes they're done for the season. Gravel: Mike said he'd like to haul gravel this week but most of the pits are closed so they'll probably have to go to Pike Industries. Equipment: Mike said the mower work hasn't been done yet but that's not a priority right now. Mike said the new truck is in, about a month ahead of schedule, which puts the body company in a pinch but they're probably going to start working on it next week.
- 12) Water & Sewer Utilities – Environmental Report: Win said signing this environmental report is a requirement for our water project. **Brett moved to authorize Win to sign the report.**

Matt seconded the motion, which passed unanimously. Tom asked when construction will start. Win said late summer/early fall.

- 13) Appoint Library Trustees – Win said four of the current trustees have asked to be re-appointed and a number of others have expressed interest. Win suggested that Dick Beatty, Edson Pierce and Courtney McKaig be appointed for one-year terms, Tom Kenyon and Matt Birmingham be appointed for two-year terms, and Christine Rovinski and Michael Epstein be appointed for three-year terms. **Brett moved to approve the appointments as suggested by Win. Matt seconded the motion, which passed unanimously.** Win asked Martha to prepare letters notifying the appointees.
- 14) Appoint EC Fiber Representatives – Win said our current representatives are Ken Parrot and Bob Joyal. Win asked how many subscribers West Windsor has. Ken said approximately 200. Win asked if there's something the town can do to help promote EC Fiber and suggested the Front Porch Forum. Win asked if people are aware that EC Fiber is available. Ken said he and Bob have gone around with door hangers a number of times. Ken said some people who signed up during the competition to see which towns would be built out next think they have subscribed for the service when, in fact, there are additional steps they need to take. Matt asked if the service is available town-wide. Ken said there are only two roads that it's not available on - Kimball Farm Road and Mountain's Edge Road – because EC Fiber is waiting for easements from the property owners. Win asked Ken to let him know if there's anything the town can do to help. Ken asked why the guest network is so slow at the Town Hall. Martha said Key Communications installed firewalls. Ken said that probably slows down the service, but he'll look into it. **Brett moved to re-appoint Ken Parrot and Bob Joyal as West Windsor's EC Fiber representatives. Matt seconded the motion, which passed unanimously.**
- 15) Appoint Solid Waste District representatives – **Brett moved to appoint Tom Kenyon and Matt Kantola. Win seconded the motion, which passed with Matt abstaining.**
- 16) February Police Report – Win said he didn't see any unusual activity in the report. Win encouraged Mike to contact Windsor about getting the speed cart set up as soon as the snow melts.
- 17) Other Business – Tree Warden: Tom said there's a large dead beech tree on South Knob Hill Road, which a nearby property owner offered to remove at their own expense. Tom said there were no objections from abutting property owners.
- 18) Approve Minutes – **Brett moved to approve the minutes of February 25th and March 5th. Matt seconded the motion, which passed unanimously.**
- 19) Adjourn – **Brett moved to adjourn at 7:40 PM. Matt seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison