

West Windsor Selectboard  
Draft Minutes  
March 22, 2018

Present: Win Johnson, Matt Kantola, Mike Spackman, Tom Kenyon, Martha Harrison, Chris Bump (AOT), Jack Holding (AOT), Dick Beatty, Joan Calhoun, Bill Young

- 1) Call to Order – Selectboard Chair Win Johnson called the meeting to order at 3:05 PM.
- 2) Changes or additions to the agenda – Win noted a dog issue that needs to be discussed under “Other Business.”
- 3) Announcements/Public Comment – None
- 4) Annual Meeting with Agency of Transportation – Chris provided copies of the “Orange Book.” Chris said he showed Mike and Martha how to access the inspection reports for bridges over 20’ in length. Chris said if the inspectors find anything seriously wrong, they’ll issue a “maintenance finding” to the town with a timeframe for addressing the problem.  
Annual Financial Plan: Chris said towns have to submit an annual financial plan in order to be eligible for state highway aid. By signing the document, Chris said, the Selectboard is certifying that the town spends at least \$300 per mile on Class 2 & Class 3 roadway maintenance. **Matt moved to approve the Annual Financial Plan. Win seconded the motion, which passed unanimously.** Detour: Mike asked when trucks are going to be detoured off Route 106 onto Route 44 for the bridge replacement in Woodstock. Chris wasn’t sure but said the information should be posted on the VTrans website. Route 44 Paving: Matt asked Chris if he has the dates for the Route 44 paving project. Chris said no, but it is going to be paved this year.
- 5) Discuss plans for Bible Hill culvert replacement – Chris said VTrans should be able to provide an engineer’s cost estimate soon. Win asked Chris if he has the final design yet. Chris said no. Win said the sooner we can have a final design and a site visit, the better. Chris said they can put some stakes in the ground so the abutters can see how the project will open up the channel. Win asked for information about the guard rails as well. Chris said the road in the project area may have to be raised but AOT will consult with the River Management Engineer on that. Chris said if the road does have to be raised it will affect the Calhoun’s driveway. Win asked if there will be enough information to do another site visit within two weeks. Chris said yes. Win asked for as much notice as possible. Joan agreed that a guard rail is necessary but expressed concern about the appearance. Joan asked when the grant applications have to be submitted. Martha said April 13<sup>th</sup>. Joan asked if there’s enough information to submit an application. Chris said yes. Chris said there will need to be an easement with the abutting property owners. Joan said she and Rob are willing to do what’s necessary to accommodate the new culvert in order to protect their house from flooding. Martha said she has everything she needs for the Stream Alteration Permit except the drawings. Chris said they are working with Scott Jensen on the drawings. Martha said, because a tree is being cut, the town will also need an Army Corps permit. Chris offered to fill out the permit application for the town to sign. Chris asked about bedrock. Mike said there’s no ledge. Martha said she needs to know what type of guard rail is going to be used and how much it costs, and the type and cost of the material. Chris said they can provide that in the next week or two. Win notified Chris that the town may reclassify some roads but will

not start the process until this summer. Chris said the reclassification process is covered in the Orange Book.

- 6) Other Business – Dog bite: Win said a dog attacked a resident on Bible Hill Road yesterday and the resident went to the hospital for treatment. The dog had not been registered and, initially, no records could be found of a rabies vaccination although the hospital was eventually able to determine that the dog had been vaccinated. The Windsor Police responded to the incident and, when the officer approached the dog, the dog attacked the officer. The dog is an Alaskan Malamute. Win said, according to the victim of the attack, the dog's owners have agreed to keep him inside but he's not entirely comfortable having the dog in the neighborhood. Win said he's not sure what the Selectboard's authority is in this situation. Bill Young noted that it's a rescue dog and the owner, Fred Pierce, has had it for a month or two. Win said, at a minimum, the Selectboard should require that the dog is registered and re-vaccinated and, if there is one more incident, the dog is gone. Meanwhile, Win said, the Selectboard can research its authority. Tom recommended requiring a fenced-in area high enough to contain the dog. Win asked Bill to ask the owner to come to the Selectboard meeting on Monday to discuss the situation. Bill agreed.
- 7) Sign Town Clerk's orders – There were no orders to sign.
- 8) Adjourn – **Matt moved to adjourn at 3:46 PM. Win seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison