

West Windsor Selectboard  
Draft Minutes  
March 7, 2017

Present: Dick Beatty, Win Johnson, Brett Myers, Martha Harrison, Mike Spackman, Tom Kenyon

- 1) Call to Order – Selectboard Chair Dick Beatty called the meeting to order at 12:25 PM.
- 2) Elect Officers – Chair: **Win nominated Dick Beatty as Chair. Brett seconded the motion, which passed unanimously.** Vice Chair: **Dick nominated Win Johnson as Vice Chair. Brett seconded the motion, which passed unanimously.**
- 3) Adopt Rules of Procedure – **Win moved to re-adopt the Rules of Procedure originally adopted on October 17, 2016. Dick seconded the motion, which passed unanimously.**
- 4) Designate newspaper of record – **Win moved to designate the *Vermont Standard* as West Windsor’s newspaper of record. Brett seconded the motion, which passed unanimously.**
- 5) Designate regular meeting day and time – **Win moved to designate the second and fourth Mondays at 6:30 PM as the regular meeting times for the Selectboard. Dick seconded the motion, which passed unanimously.**
- 6) Appoint Town Officers – Fence Viewers: **Dick moved to appoint E. Conrad Dike, Dennis Brown and Tom Kenyon as Fence Viewers. Win seconded the motion, which passed unanimously.** Inspector of Lumber: **Dick moved to appoint James Kenyon as Inspector of Lumber. Win seconded the motion, which passed unanimously.** Poundkeeper: By consensus, the Selectboard agreed to continue serving as Poundkeeper. Tree Warden: **Dick moved to appoint Tom Kenyon as Tree Warden. Win seconded the motion, which passed unanimously.**
- 7) Re-appoint representative to the Southern Windsor/Windham Counties Solid Waste Management District – **Dick moved to reappoint Tom Kenyon. Win seconded the motion, which passed unanimously.**
- 8) Retain counsel for legal review of water ordinance – Dick noted a proposal from James Barlow to assist the town with reviewing and revising our draft water ordinance at a rate of \$125 per hour. **Win moved to approve up to 20 hours of work initially and, if we need additional assistance beyond 20 hours and we’re happy with Jim’s work, we can continue. Brett seconded the motion, which passed unanimously. Win moved to authorize the Chair to sign the letter of engagement. Brett seconded the motion, which passed unanimously.**
- 9) Discuss Silver Hill Road project easement – Mike said the project will disturb the Henderson property (parcel #5-150) on Silver Hill Road but the right-of-way will not change. Mike said some of the work is outside the right-of-way, and some material (trees and earth/ledge) will be removed from the Henderson property, but the location of the right-of-way will remain the same. Mike said the disturbed area will be seeded and mulched. Win asked Mike to contact Attorney Ankuda, describe the project, and explain that there will be no change to the location of the right-of-way. Dick asked if there will be any new permanent easement. Mike said no. Martha asked if the right-of-way will shift when the center of the road shifts. Mike said no. Martha noted that Katharine Otto has provided a map of the project which may be helpful to send to Attorney Ankuda. Win asked if the project includes “as built” drawings. Martha said “as built” drawings are not typically done for this type of project.

- 10) Other Business that may arise as a result of Town Meeting – Site visit: Win noted that there is a site visit tomorrow at 9:00 AM to look at an access road through Ascutney Outdoors property to the water reservoir. Win said if Brett can't make it to the site visit, Dick and Win will report on it at the next regular Selectboard meeting. Town Meeting Committee: Win suggested forming a committee to consider the options with regard to the day and time that Town Meeting is held, and the order in which town and school articles are considered. Win said Leone Bushkin volunteered to be on such a committee if one is formed. Certificates of Occupancy: Tom said he is about one-third done with the Certificates of Occupancy and he would like to continue until the work is done. **Win moved to allow Tom to continue with the Certificate of Occupancy work. Dick seconded the motion, which passed unanimously.** Dick asked Tom to check with Preston to see how he is doing with the more recent certificates.
- 11) Adjourn – **Win moved to adjourn at 12:47 PM. Dick seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison