

West Windsor Selectboard
Draft Minutes
May 13, 2019

Present: Win Johnson, Matt Kantola, Mike Spackman, Martha Harrison, Ben Bardwell, Tom Kenyon, Natalie Starr, Jake Marguiles, Gideon Spikes (Windsor on Air)

- 1) Call to Order – Selectboard Chair Win Johnson called the meeting to order at 6:30 PM.
- 2) Changes or additions to the agenda – Tree Warden report, Library, illegal dumping
- 3) Announcements/Public Comment – None
- 4) Sign Town Clerk's orders – **Matt moved to sign orders. Win seconded the motion, which passed unanimously.**
- 5) Event application by Ben Bardwell & Ascutney Outdoors for the Gnar Weasels Mtn. Bike Race on July 6th from 9:00 AM until 4:00 PM at the Ascutney Outdoors Center and on adjacent trails, with some overnight camping in the parking lot on July 5th – Ben said the Butcher & Pantry is going to cater the event and offer beer. Win asked where the alcohol service will be. Natalie said it may be on the porch of the Ascutney Outdoors Center. Win said one question, when alcohol is being served, is whether there needs to be police coverage. Ben said if police coverage is required, they would probably not serve beer because they can't afford to pay for police coverage. Ben estimated that 220 riders will participate in the event. Win asked if the race uses public roads. Ben said they cross two public roads. Win asked about fires. Ben said it's usually hot and it's a day-time event so he doesn't see any need for a fire. Ben noted that there will be a small number of people camping out, either at the edge of the parking lot, or to the east of the AO Center. Win asked Ben to notify the Police Chief about the event and let him know that the Selectboard doesn't feel that a police presence is necessary, unless the Chief feels strongly about it. **Matt moved to approve the event on the condition that Ben talks with the Police Chief about it.** Win asked Natalie if AO is okay with the event. Natalie said yes. **Win called for a vote on the motion, which passed unanimously.**
- 6) Sign agreement with Ragnar Events LLC for use of the Ski Tow Road parking lot for set-up & camping from 4:00 PM on August 11th until 7:00 PM on August 19th – Win asked Martha if it looks okay with the date changes. Martha said yes. Win said it's basically the same agreement the town had with Ragnar last year, which Matt Birmingham reviewed. **Matt moved to authorize Win to sign the Ragnar agreement. Win seconded the motion, which passed unanimously.**
- 7) Dogs running at large – Win said the Selectboard has received a report of two dogs, belonging to the Dischinger family, running loose. When he first heard about it, Win said, he suggested that the officer give the owners a verbal warning. Since then, Win said, he has learned that the dogs have a history of running loose. Jake said the Dischinger's dogs have attacked both of their dogs on separate occasions. Jake added that they have tried to work it out with the Dischingers but there has been no progress so they reported the problem to the Windsor Police Department. Jake said a couple of days ago, they heard from the Dischingers that they are going to install an in-ground electric fence. Jake said in January the Dischingers also said they would either put up a fence or re-home the dogs, but the dogs have been down on their property a couple of times in April, and again about a week ago. Win said he thinks the Selectboard should send the Dischingers a letter. Matt asked Jake if the dogs are threatening to people too. Jake said they're aggressive and intimidating dogs. Matt said they are wolf hybrids, which are hard to keep in. Win asked Jake to keep the Selectboard posted.

- 8) Highway Foreman's report – Roads: Mike said spring grading is almost done, and chloride application will start pretty soon. Hartland: Mike said he helped Hartland with grading today. Win said Hartland asked West Windsor for help and, as long as Mike is willing and West Windsor is getting something in return, he thinks inter-municipal cooperation is a good thing. Mike said he is helping Hartland in exchange for winter sand. New truck: Mike said the new truck has arrived and there are already some warranty issues with it. Training: Mike said the training in Barre went well. Ditching: Mike said they have started ditching and are going to start replacing culverts. MRGP: Win asked Mike how the MRGP work is holding up. Mike said he has not found any problems with the work that was done last year. Mike said now that the town has an excavator, we'll be able to take care of a lot of the issues. Grants: Win asked if we have heard anything about Grants-in-Aid or Better Roads grants. Mike said no; we probably won't hear until next month but, either way, we can't spend the money until July 1st. Speeding: Win said he asked Windsor PD how many enforcement actions they have taken. Between November 1st and May 8th Win said they issued 52 traffic warnings in West Windsor and two tickets. Win said he also talked about the speed cart with Officer Adams, who is learning about the cart's features and data capabilities. Win noted that Windsor is getting a vehicle with a hitch so they can move the cart. Currently, one of the officers has to move it with his own personal vehicle. Mike said he is willing to help move it. Log jam: Matt asked if the state is aware of the log jam at the bridge by the Post Office. Mike said they know about it. Win asked Martha to let them know we're concerned. Seems Road: Tom thanked Mike for the new culvert on Seems Road.
- 9) Highway access extension request: Sheddsville Road (Gercke) – Mike said he has no problem with the request. **Matt moved to grant a one-year extension of the highway access approval for the Gercke property on Sheddsville Road. Win seconded the motion, which passed unanimously.**
- 10) Water & Sewer Utilities – Win said the town is in the process of doing a sewer project and a water project. Hopefully these will be the last major projects, for a while, to update the utilities so they're safe and serviceable. Sign Step II engineering services agreement with A+E for sewer project: Martha said this agreement authorizes A+E to do the final design portion of the project at a cost of \$31,300. **Matt moved to authorize Win to sign the agreement. The motion passed unanimously.** Sign Step II engineering services agreement with A+E for water project: Natalie asked when the construction will happen. Win said late summer and into fall. Win said the only work that could be disruptive in terms of events is the portion of the water project that relocates the water lines around the skier bridge. Martha said the only event that might be affected is the Vermont 50 and our engineers are aware of that. **Matt moved to authorize Win to sign the West Windsor Mountain Water System engineering services agreement. Win seconded the motion, which passed unanimously.** Approve CWSRF Step III loan application for sewer project: Win said the concern with these projects is the degree to which they will affect rates. Win added that the town will work to keep rate impacts down by applying for grants and using reserve funds to reduce the amount of debt we take out. Win said we have been advised to apply for bonds in an amount equal to the total project cost even though we're not planning to borrow that amount. Martha said the sewer loan application is for \$700,000. **Matt moved to sign the loan application for the sewer project. Win seconded the motion, which passed unanimously.** Approve DWSRF Step III loan application for water project: **Matt moved to sign the application for bonding for the water project. Win seconded the motion, which passed unanimously.** Consider approving sewer & water rate study proposal: Win said the state has come out with new regulations for the classification of users of public water and sewer systems. Win said the

town was aware that there were some inconsistencies in the initial water and sewer calculations and was planning to revisit them but, now that there are new regulations, there's even more reason to do that. Win noted the proposal from A+E to do a water and sewer rate evaluation for \$2,800, with the cost borne by the utilities. Win said he was initially inclined to start this study right away but, given the possible implications, he now thinks it would be better to start it after the Utility Advisory Committee (UAC) meeting on June 3rd. Martha said she and Jason are planning to meet with Leslie Levesque on May 22nd. Win said they should go ahead and do that anyway. Martha said the study is more relevant for the non-residential users since there are more different types of usage. Matt asked if it's based on the number of bedrooms for residential users. Martha said yes, although the town has some leeway in how we define an "equivalent user." So far, Martha said, we've always defined a residential user in the same way, whether it's a one-bedroom apartment or a five-bedroom single-family home, but the Utility Committee has questioned the fairness of that approach. Matt said he's okay with going ahead with the study now. Win suggested putting it on the next agenda and, in the meantime, he'll talk with the Utility Committee Chair about it. Win asked Martha to set up a conference call with Bob Norris. As Brownsville's representative on the UAC, Tom said he thinks the study is going to take a while so the Selectboard should go ahead and approve it, subject to confirmation by the committee. Tom said we're going to want to know the numbers. Win said we won't really know the numbers until we do the projects. Tom asked what the \$2,800 is for. Win said the study will help us understand how the new regulations affect the design flows and equivalent user units. **Matt moved to approve the rate study proposal subject to concurrence from the Chair of the Utility Advisory Committee. Win called for a vote on the motion, which passed unanimously.**

- 11) Consider Town Hall window replacement quotes – Matt said he got an estimate from Pella for the six large double-hung windows upstairs, the two windows in Martha's office and the four windows in Cathy's office. Tom said he doesn't think it's urgent to replace the upstairs windows since the upstairs hall rarely gets used. Matt said he would like to see all the windows and doors replaced over the next three years, but he hasn't gotten estimates on the doors yet. Win agreed that the windows need to be replaced, especially in the offices. Matt said the windows for Cathy's office would be \$752 each, \$3,000 altogether, and Martha's windows would be a total of \$1,300, which does not include installation. Matt suggested hiring someone local to install them. Win suggested getting some additional estimates, including installation, for the six office windows and the back door.
- 12) Reconsider newspaper of record designation – Win noted the problem with the warning for the vote on the sewer and water bonds, which resulted in additional legal fees for the town. Tom said the VT Standard and the Valley News emailed each other the Bean Supper information and didn't bother to check the calendar date. Tom said we need to be able to warn things in a timely fashion so he thinks we should designate the Valley News as our paper of record. Since the Valley News is a daily paper, if there's a mistake, we can change it the next day. Martha noted that the ads in the Valley News are tiny and more expensive. Win said we do most of our publicity ourselves so he doesn't know how important the legal notices are. Martha suggested getting quotes from both papers. Win agreed. Tom suggested getting information on deadlines too.
- 13) April Police Report – Win noted more 911 calls than he'd like to see, but the police are obligated to respond.
- 14) Other Business – Hotel Road paving: Mike got a quote of \$23,000 from Blaktop to grind and re-pave two sections of Hotel Road. Win asked Mike if it's in his budget. Mike said yes. Win said it's fine with him. Matt asked if it's getting bad. Mike said it's wheel-rutted and the

sewer line is messing it up. Win asked how that issue can be addressed. Mike said it will have to be dug out and re-done. Illegal dumping: Win asked about the complaint regarding construction waste dumped along Willow Brook. Mike said that's where Dennis Alexander burns. Mike said he hasn't seen what's in the pile but if it's scrap 2x4s and kiln dried wood, it's legal to burn. Mike said it may be too close to the water but that's not his issue. Win said the environmental enforcement folks are going to take a look. Tree Warden: Tom said a big pine was removed from the Hoisington property. Tom said he's going to ask Rice Tree to remove a large butternut limb that has been hit by a number of trucks, and a maple tree on Sheddsville Road. Matt asked about the hemlocks that are at a 45-degree angle on lower Sheddsville Road. Mike said they've been like that for a long time. Library: Tom said the Librarian has resigned to accept a full-time job and Lynn Birmingham is going to fill in temporarily. Tom said the Library Trustees are getting a quote to have the drip at the front entrance fixed, and they need to replace the bulkhead door. Win asked Tom to let the Selectboard know if the repairs start to put pressure on the budget.

15) Approve Minutes – This item was passed over.

16) Adjourn – **Matt moved to adjourn at 7:33 PM. Win seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison