

West Windsor Selectboard  
Draft Minutes  
November 11, 2019

Present: Win Johnson, Brett Myers, Mike Spackman, Martha Harrison, Tom Kenyon, John Bartholomew (State Representative)

- 1) Call to Order – Selectboard Chair Win Johnson called the meeting to order at 6:30 PM.
- 2) Changes or Additions – West Windsor Historical Society update
- 3) Public Comment – Win noted a possible visit from the Governor on December 13<sup>th</sup>.
- 4) Town Clerk's report – Sign orders: **Brett moved to sign orders. Win seconded the motion, which passed unanimously.** Schedule 2020 budget meetings: The Selectboard scheduled budget meetings for December 4<sup>th</sup> at 5:00 PM and December 9<sup>th</sup> at 6:00 PM.
- 5) Discuss legislative priorities with Reps. Zach Ralph & John Bartholomew – Rep. Ralph was not present due to inclement weather. Concerns raised by those present included: the need for on-going funding for the stormwater improvements required under the Municipal Roads General Permit; the state mandate that all water systems have to test for PFAS chemicals and address any problems discovered, regardless of cost; the poor condition of Route 5; insufficient state funding assistance to towns for repaving Class 2 highways; the decrease in gas taxes to fund highway projects due to the increase in electric and hybrid vehicles; Act 250's continued jurisdiction over property that is no longer included in any Master Plan; the required renewal of an expired stormwater permit for the Ascutney Mountain Resort property, which is now owned by several parties who have no formal relationship with each other, but have worked cooperatively to inspect and repair the stormwater system; the payment of fees for allowing the stormwater permit to expire, which none of the current owners had any control over; the coming emerald ash borer infestation and associated costs; the need for more charging stations and the possibility of using them to raise revenue for road maintenance; plans for a recreational trail around Mt. Ascutney; the loss of traditional B&Bs and rental units to Air B&Bs; and the town's desire to keep its elementary school open. Win said the number one priority is state funding for municipal road improvements. Mike said the topography of towns like West Windsor makes it hard to comply with the MRGP requirements – we have steeper, narrower roads than towns in Addison County. Win encouraged John to look at some of West Windsor's roads with Mike next summer. John encouraged people to contact him with any additional concerns.
- 6) Highway – Sign municipal invoicing spreadsheet for Wardner Road grants-in-aid project: **Brett moved to authorize the Chair to sign the municipal invoicing spreadsheet. Win seconded the motion, which passed unanimously.** The total cost of the project was \$22,704 and the grant amount is \$14,760. Review capital budget: Win said we're planning to replace the loader and the chloride trailer in 2020, which we can do with reserve funds. The problem is replacing the grader in 2025. Win suggested asking the voters to transfer some of the town's surplus to the equipment fund to cover the cost of replacing the grader. Win said right now we're only putting \$15,000 per year in the road maintenance fund, which means we can't do anything major on our roads until we get a paving grant, and then we'll have to choose between Ski Tow Road and Brownsville-Hartland Road, unless we increase our transfers to the reserve funds. Win noted that as some of the town's existing debt service expires, those amounts can be redirected to reserves without increasing the tax rate. Martha asked Mike about fire trucks. Mike said the fire department will need a new engine in 2028 and he doesn't know what the plan is for the forestry truck. Foreman's Report: Mike said he

and Martha have to finalize plans for grant applications; leaf blowing is mostly done; the ditches are clear; and the culvert inventory is about half done. Mike said they're changing the lights in the Burke garage to LED and they got the furnace running. Win noted that we have to get MVP health insurance enrollment forms filled out.

- 7) Sewer project – Sign bond bank loan documents for project RF1-228: **Brett moved to authorize the appropriate town officers to sign the loan documents. Win seconded the motion, which passed unanimously.**
- 8) Water project – Review A+E's bid tabulation, bid analysis report and Disadvantaged Business Enterprise Report, and consider A+E's recommendation to accept of bid: Win noted that Daniels Construction was the low bidder but they won't be able to start the project until spring. A+E has reviewed the bid and is recommending that the town accept it. **Brett moved to authorize the Chair to sign the Notice of Intent to award the contract, and a letter indicating our satisfaction that the contractor has complied with DBE requirements; the motion is made contingent on a final review of the documents by Martha. Win seconded the motion, which passed unanimously.** Review status of easements & Certificate of Title to Site: Martha said Jim Barlow initially thought the town should get additional easements from Holiday Inn and the Windsor Building but, after further review of our existing easements with Holiday Inn, he determined that we only need another easement from the Windsor Building. The President of the Association is okay with the easement but has not signed it and had it notarized yet. Until it is signed, notarized and recorded, Martha said, Jim can't certify title and the town can't sign a contract with Daniels. Sign bond bank loan documents for project RF3-376: **Brett moved to authorize the appropriate town officers to sign the VT state revolving fund documents to effect this loan for our water project. Win seconded the motion, which passed unanimously.**
- 9) October Police Report – Win said there was another noise complaint about the former Plaustainer residence, which may be an Air B&B now. Win also noted several incidents at 108 Brownsville-Hartland Road. Martha said she sent the Selectboard more information about the incidents at the school. Mike noted that the speed cart is being worked on.
- 10) Next meeting – Consider need for second meeting in November: Win suggested skipping the second regular meeting in November. Brett had no objection. Brett suggested changing the Selectboard's usual meeting time to 6:00 PM, rather than 6:30 PM. Win said we can put that on the December 9<sup>th</sup> agenda for consideration.
- 11) Other Business – West Windsor Historical Society: Tom said he is the new WWHS President. Tom said the Society has prepared its budget for 2020 and will be requesting \$7,500 from the voters at Town Meeting. Tom also provided the Town with a copy of the WWHS bylaws and said the Historical Society directors are not meeting again until March 12, 2020. Memorial Garden: Tom asked the Selectboard to include \$500 in the town budget for a memorial garden for Annie Burke. Windows: Win asked Tom if he knows when the Town Hall windows are going to be replaced. Tom did not know.
- 12) Approve Minutes – **Brett moved to approve the minutes of October 28<sup>th</sup>. Win seconded the motion, which passed unanimously.**
- 13) Adjourn – **Brett moved to adjourn at 7:55 PM. Win seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison