

West Windsor Selectboard
Draft Minutes
October 23, 2017

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

- 1) Call to Order – Selectboard Chair Dick Beatty called the meeting to order at 6:30 PM.
- 2) Changes or additions to the agenda – dog complaint, digital radar device, Bible Hill culvert
- 3) Announcements/Public Comment – None
- 4) Town Clerk/Treasurer’s Report – Cemetery deed: Cathy had a cemetery deed for the Selectboard to approve. **Win moved to authorize the Chair to sign the cemetery deed. Brett seconded the motion, which passed unanimously.** Water fees: Win said the draft water ordinance has provisions for non-payment and he thinks the Selectboard should start the ordinance adoption process.
- 5) Sign Town Clerk’s orders – **Win moved to sign the Town Clerk’s orders. Brett seconded the motion, which passed unanimously.**
- 6) Request to use town roads for 5K Turkey Trot on November 23: The Climb Fitness Center – **Win moved to authorize the use of town roads for the Turkey Trot event. Brett seconded the motion, which passed unanimously.**
- 7) Highway Foreman’s report – Personnel: Mike said Kevin Rea started today and Erik is out due to injury. Sand: The sand pile should be done in two or three weeks. Maintenance: The highway department is blowing leaves out of the ditches and scraping roads. Better Roads grant: The grant application is due on November 17th. Mike said he’d like to widen Blood Hill Road from Cross Road to the first driveway on the left, which will involve tree and stump removal and re-shaping. Speed sign: Mike said he will be working with the Windsor Police to set up a portable speed sign next Monday. As a long-term solution, Win suggested talking with the Regional Planning Commission about purchasing a device that all the towns in the region can use.
- 8) Municipal Road General Permit discussion – Tom Kenyon attended the meeting last Monday and noted that all towns have to pay an annual fee regardless of the size of the town or the amount of road mileage. There was discussion about the fees and the “permit cycle.” Mike said, according to Katharine at the RPC, complying with this permit is going to cost the town \$5,000,000 over the next 20 years. Dick suggested informing our legislators about this issue. Mike said West Windsor just brought three road segments, totaling 900 feet, into compliance with the MRGP standards at a cost of almost \$20,000. Mike said he doesn’t think the state understands how much this is going to cost the towns. Win suggested a meeting with our legislators before the next legislative session to talk about this, as well as what’s happening with Ascutney Outdoors and the school.
- 9) Consider signing Better Roads grant report (Silver Hill project) – **Win moved to authorize the Chair to sign the grant report. Brett seconded the motion, which passed unanimously.**
- 10) Consider signing Grants-in-Aid reports (Duling & Rush Meadow projects) – **Win moved to authorize the Chair to sign the three Grants-in-Aid reports. Brett seconded the motion, which passed unanimously.**
- 11) Consider whether or not to participate in Local Update of Census Addresses (LUCA) – Win said it sounds like West Windsor is already helping with the 2020 Census by keeping our e911 information up to date. **Win moved to authorize the Chair to sign the notice of non-**

participation form due to “insufficient staff” and “no time/too busy.” Brett seconded the motion, which passed unanimously.

- 12) Final Water Ordinance review – **Win moved to place the water ordinance on the agenda for adoption at the November 13th Selectboard meeting and asked the Selectboard to authorize him to meet with Tom Marsh and invite him to be a member of the Utility Advisory Committee. Brett seconded the motion, which passed unanimously.**
- 13) Water system update – Win said we’re close to having final project cost numbers and it looks like we’re going to be \$20,000 to \$25,000 over the loan amount. Win said he will ask Cathy about the legal costs associated with the easements. Win noted that we’ll be doing water and sewer budgets shortly. Tank cleaning: Martha said Reservoir #1 will be cleaned on Saturday. Generator: A representative from Kinsley is coming next Monday to test the generator at the booster pump station and do some training with Patricia Beavers. Hydrant flow test: Next Tuesday, A+E is coming to do a hydrant flow test for their hydraulic study, which works out well for Ascutney Outdoors because they also need flow test information for the sprinkler system in their new building. Valve riser in Ski Tow Road: Martha said there’s a water system valve that needs a riser and Mike has said he can take care of it if Patricia marks the location. Snowmaking shed: Martha said Patricia was thinking we could store the water system’s 4-wheeler, when we get one, in the snowmaking shed next to the booster pump building. Win said he doesn’t think a 4-wheeler would fit in there and he’s not sure we have the funds to buy one right now.
- 14) Other Business – Dog complaint: Dick noted that the police have tried to contact the dog’s owner a couple of times but have not been successful so far. Win said he’d like to keep this item on the agenda until it’s resolved. Bible Hill culvert: Dick said Scott Jensen stopped in last week after the survey and said VTrans will get plans to us in December, at which point we can get estimates from contractors for our grant application. Tree report: Tom Kenyon said some trees have been taken down. Library restroom: Tom said the final cost of the restroom was \$8,700. Painting: Tom asked the Selectboard if they want to have the trim around the doors in the Town Hall painted. Win asked Tom if he is recommending that. Tom said yes and added that he’d like to wash the windows in the entryway. Town Hall trees: Mike said someone trimmed some trees on Town Hall property and asked if they had permission. Tom said no.
- 15) Approve Minutes – October 11th & 12th; October 12th: **Win moved to approve the minutes. Brett seconded the motion, which passed unanimously.**
- 16) Adjourn – **Win moved to adjourn at 7:33 PM. Brett seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison