

West Windsor Selectboard
Draft Minutes
October 24, 2016

Present: Dick Beatty (by phone), Tom Kenyon, Win Johnson, Mike Spackman, Deb Shearer, Martha Harrison, Cathy Archibald

- 1) Call to Order – Selectboard Vice Chair Tom Kenyon called the meeting to order at 8:00 AM.
- 2) Changes or additions to the agenda – No overnight camping signs; amendments to Events Ordinance; speed limit ordinance; use of Town Hall
- 3) Announcements/Public Comment – None
- 4) Town Clerk/Treasurer’s Report – None
- 5) Sign Town Clerk’s orders – This item was moved to the end of the meeting.
- 6) Application for Public Assembly by Ascutney Outdoors for a 1980’s Dance Party at the Town Hall on Saturday, December 10, from 7:00 PM until 10:00 PM – Win asked about the policy for use of the Town Hall. Cathy said it’s fine for a local non-profit organization to use the hall for a fundraiser and it’s fine for an individual to offer free classes (e.g. Bone Builders). In other words, Win said, the town doesn’t rent out the hall for commercial uses. Cathy said that is correct. Deb said the dance event is a fund-raiser for Ascutney Outdoors, with live music. **Win moved to approve the application. Tom seconded the motion.** Tom clarified that the band is the Davis Brothers and asked Deb to check with the school about parking. **Tom called for a vote on the motion, which passed unanimously.**
- 7) Consider changes to Burglar Alarm Policy – Dick noted an email from Chief Sampson suggesting an increase in the fines for false alarms. Martha said Windsor is currently revising their false alarm ordinance. Win asked about Windsor’s timeframe for revising their ordinance and suggested that West Windsor consider adopting an identical ordinance to make things easier for the officers to enforce. Dick asked how many people have alarm systems and who they register with. Tom said a lot of people have systems; the alarm goes to the alarm company and they notify the appropriate emergency responders. Dick agreed that we should look at Windsor’s policy. **Win moved to table action on this item and get a copy of Windsor’s current policy and a timeline for its amendment. Tom seconded the motion, which passed unanimously.**
- 8) Highway Foreman’s Report – Mike said the 2012 truck just had \$5,500 in repairs. Mike said the truck is 400 hours beyond its warranty so it’s time to replace it. Mike said the ditching is done and hydro-seeding will be done this week. Mike noted that a number of area highway garages have been broken into over the past two weeks so it’s a good thing that we have an alarm system. Mike said there’s a road foreman’s meeting at the garage on November 4th. Win suggested asking other towns how they’re handling issues associated with the build-out of EC Fiber. Mike said we may end up having a 1000’ section of EC Fiber cable buried in the right-of-way but he would like to avoid that if possible.
- 9) Hotel Road speed limit – Mike said he took down the speed limit signs on Hotel Road because it’s illegal to have a speed limit under 25 MPH on a town highway. Mike said he’s hoping the regional planning commission can do a traffic study for us but that may not happen until next spring. Win suggested putting up 25 MPH signs now and having the study done as soon as possible. Dick agreed that the travelling public needs some guidance as to a reasonable speed for the road. **Win moved to set the speed limit for Hotel Road at 25 MPH. Tom seconded the motion, which passed unanimously.** Win said he would like to discuss the consolidated speed limit ordinance at the next meeting.

- 10) Discuss Fire Department's equipment needs – Win said he is drafting a capital budget for discussion but would like to review it with Mike before presenting it to the Selectboard.
- 11) Access to warming hut – Dick said at the DRB's recent public hearing a question was raised about access to the warming hut by motor vehicle over the maintenance parcel. Dick said the DRB recessed the hearing until November 9th to allow the applicant to discuss the issue with Mike in his capacity as Highway Foreman and Fire Chief, and to allow the Selectboard to consider it. Dick said he would like this item to be on the November 7th agenda. Tom asked if the town is going to continue to access the water system over the Base Lodge parcel. Win said this issue was discussed with AO last spring before the culvert had been repaired. Win said he thinks the access over the repaired culvert should be gated. Mike agreed. Dick said he thinks all of these access issues should be discussed on November 7th. Mike asked who would maintain the access. Dick said the town and AO would need to discuss that. Tom suggested a site visit. Win suggested that AO be invited to the site visit. Win also suggested a special meeting to talk about budget matters. Mike asked if the highway department still needs to maintain the Base Lodge driveway. Dick said AT&T would be the only entity that would need access. Dick said the town has the right to use it now, while our pumps are in the burned-out lodge but we would have to research whether or not we could continue to use it once the pumps are in the new building. Mike said it sounds like we have no reason to maintain the Base Lodge access road once the pumps are out of the building. Tom asked about AT&T's plans. Martha said they want to move their equipment into a temporary trailer by mid-November. Dick said once the town's equipment is out of the building, it would be AT&T's responsibility to maintain the access road. Tom said if the town uses the repaired culvert to access the water system, the rope tow and ski slope would not be affected. Win agreed that a site visit and discussion would be a good thing and suggested inviting AT&T. Dick suggested having everyone who has an interest in accessibility weigh in. The Selectboard tentatively scheduled a site visit for Friday, October 28, at 2:00 PM. Win noted that AO is technically in violation of the zoning regulations because they are already installing the lights.
- 12) Discuss demolition of old lodge – Win said environmental assessments have to be done and permits have to be obtained before the building can be demolished. Win said the firm that is going to do the assessment of the burned-out Base Lodge for Ascutney Outdoors (AO) has agreed to assess the old lodge as well for just over \$1,000. Win said AO will pay for the assessment but, since the town owns the building, he thinks the town should authorize them to have it done. Once the assessment is done, Win said, we'll know what permits are needed. Win said AO hopes to be able to proceed as planned and demolish the building primarily with volunteer help, burning the non-hazardous material with the Fire Chief's permission. Win said AO's original estimate for the work was \$2,500 so, barring anything unforeseen, AO's budget for this project is under \$4,000 and they are planning to raise the funds for the demolition. **Win moved to authorize Ascutney Outdoors to proceed with an environmental assessment of the old lodge. Dick seconded the motion, which passed unanimously.** Tom said it's his understanding that the regional planning commission has approved funding for the assessment of the burned-out Base Lodge. Win said yes; they have authorized a Brownfields grant to assist with environmental remediation.
- 13) Water project update – Tom said the pipe for the line to Mountainside has arrived and the booster pump building is coming along fine. Regarding the electric line, Tom said the poles have been installed by FairPoint and Green Mountain Power. Win said it's disappointing that the state has not approved our loan yet.
- 14) Consider proposal for school sewer connection repair (if available) – No proposal is available. Martha said All Seasons Construction cannot do the work and Dan Lesnick has not worked with

Davis-Bacon before. Win said A+E is inquiring with Jon Murphy and Matt Waters to see if they're available and interested. Win said he had a call from the Superintendent and explained that we are doing the best we can. Win said he asked the highway department to put additional barriers around the hole for safety reasons. Win offered to follow up with Jon Murphy.

15) Other Business – Parking lot signs: Win said the Windsor Police Chief suggested that the town put up two “No overnight parking or camping” signs in the big parking area and one in the Coaching Lane parking area. Mike asked about fines or towing to enforce the policy. Win said the Selectboard has not discussed that yet. Dick said putting up signs is a step in the right direction. Mike said he thought there was an existing sign listing prohibited activities. Deb said there was a sign but she's not sure if it's still there. Win said now that there's a conservation easement in place, there's a new governing entity, i.e. the Upper Valley Land Trust. In that case, Mike said, we should review all the signage. Dick suggested putting two signs in the big parking area and getting input from AO on the Coaching Lane parking area. Dick said AO is supposed to have the leased area under control. Win said we should also look at the conservation easement. For now, the Selectboard agreed to place a sign at each entrance to the big parking area. Mike noted that there's also an issue with parking in the helicopter landing zone on the east end of the parking area. MountainFunds Solar: Win said he would like to discuss the net metering agreement when Dick is available. Event Ordinance: Win said he made some suggestions to address the public notice issues that have come up. The Selectboard agreed to put the suggestions on the agenda for consideration at their November 7th meeting.

16) Approve Minutes - October 17 & 18: **Win moved to approve the minutes of October 17 & 18. Tom seconded the motion, which passed unanimously.**

17) Adjourn – **Win moved to sign orders and adjourn at 9:15 AM. Tom seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison