

WEST WINDSOR SELECTBOARD

Draft Minutes
October 27, 2014

Present: Glenn Seward, Tom Kenyon, Bruce Boedtke, Mike Spackman, Cathy Boedtke, Martha Harrison

- 1) Site visit/Call to Order – Selectboard Chair Glenn Seward called the meeting to order at 8:15 AM and noted that the Selectboard had just returned from a site visit to Sheddsville Cemetery.
- 2) Changes or Additions – Act 148
- 3) Sign Town Clerk's orders – **Tom moved to sign orders. Bruce seconded the motion, which passed unanimously.**
- 4) Town Clerk/Treasurer's Report - None
- 5) Announcements/Public Comment – July Fourth Committee: Cathy Boedtke said the committee feels that the requirements regarding agendas and minutes are too onerous and are not necessary for a committee whose function is to host an annual town-wide celebration. Cathy said the volunteers who organize the event would prefer not to be considered an official committee although they want to make sure the event is still covered under the town's liability insurance. Cathy said the committee plans to do most of their fundraising through social media again this year but they may also want to host a couple of fundraising events (e.g. bingo, potluck). Cathy said she called VLCT and they said if the committee was established by the Selectboard then they have to adhere to the same requirements as the other committees. Glenn asked if committee status affects liability. Cathy said we have to check to see if we have an insurance rider for events. Glenn asked about the effect on fundraising. Cathy said she doesn't think the fundraising procedures would need to change. Cathy suggested direct deposit for donations. Glenn said he will check on the liability insurance question. Cathy asked about serving alcohol in the Town Hall. Glenn said he thinks that is not allowed due to liability. Tom said he wants to make sure individual volunteers have no liability. Cathy said Cathy Archibald would still handle receipts and disbursements and contracts would still be signed by the Selectboard.
- 6) Application for Public Assembly: Thanksgiving 5K race (Edge Fitness Center/Lucy MacKenzie Humane Society) – Glenn said Lucy MacKenzie is now an event co-sponsor. Glenn said the number of expected participants is below 100 so he's not sure public assembly approval is needed. Glenn noted that OLCC Vermont LLC has offered to allow parking on their property. Bruce said his main concern is traffic control. Martha said she told Erin Kershaw that, regardless of the number of people expected, if she wants to close any roads, she needs official approval. Cathy Boedtke asked if a loudspeaker will be used for the event. Glenn said he doesn't know but he doesn't think so and, since it's not on the trail system, it doesn't fall under the town's Act 250 permit. **Glenn moved to approve the application for public assembly by Edge Fitness Center and Lucy MacKenzie Humane Society for the Thanksgiving 5K race contingent on appropriate traffic control along the route from Ski Tow Road via Route 44 to Brook Road. Bruce seconded the motion, which passed unanimously.**
- 7) Consider letter requesting removal of penalty – Glenn said Dr. Geagan requested a waiver of the penalty for late filing of a homestead declaration. Glenn said none of the reasons for

granting a waiver apply in this situation. **Glenn moved to deny the request for a waiver of the penalty fee for late filing of a homestead declaration by Kathy Geagan. Bruce seconded the motion, which passed unanimously.**

- 8) Consider adopting state education property tax resolution – Glenn said he will discuss this with the School Board on October 30th. The Selectboard agreed to table this item until their next regular meeting.
- 9) Highway Foreman’s report – Mike said the highway department is getting ready for winter. Mike said the guardrail on Brownsville-Hartland Road, in the vicinity of the new culvert, will be installed this week or next. Glenn asked Mike to allow for a shoulder. Mike agreed. Mike asked the Selectboard to consider purchasing a new rock rake at a net cost of \$6,000 after trading in the old rake. **Glenn moved to approve the purchase of a rock rake in the amount of approximately \$6,000 with funds to come from the equipment fund. Bruce seconded the motion, which passed unanimously.**
- 10) Bowers Bridge update – Mike said Steve Bodley is working out there tomorrow and would like Mike and Glenn to do a site visit. Glenn agreed. Regarding the reduced bridge opening, Tom said the ambulance will no longer fit through.
- 11) Bible Hill Road relocation update – Glenn said Todd Menees gave the project his initial blessing pending the submission of plans and an application. The Selectboard agreed to apply for a structures grant for the project next spring. Tom said he’d like to prepare the site by having some trees removed by Green Mountain Power. The Selectboard agreed to proceed with tree removal contingent on the property owner’s approval. Glenn said he also talked with Todd about federal funding for pending projects, including the Bible Hill watershed (Jewett, John Myers and Bible Hill), the culvert under Route 44, and the Brownsville-Hartland Road slide. Glenn said, according to Todd, someone from the federal government will be in touch with the town soon. **Glenn moved to continue the conversation. Bruce seconded the motion.** Tom asked about the town’s highest priority. The Selectboard agreed that the Brownsville-Hartland slide is the highest priority if there are sufficient funds available. **Glenn called for a vote on the motion, which passed unanimously.**
- 12) Status of Act 250 amendment for work on trail network – Bruce said the final application is being reviewed following some changes by Jim Lyall. Bruce suggested scheduling a meeting when the application is ready to sign. The Selectboard agreed. Glenn noted that one of the property owners in question is away. Glenn suggested sending the application to Mary Vitullo in Utah and said he would follow up with a phone call to her. There was discussion about whether to close the trails on November 1st or on the last day before Youth Hunting weekend. Tom said he prefers to have a “date certain” for closing the trails.
- 13) Discuss and act on matters concerning resort property acquisition – Glenn said we’re in a holding pattern waiting for the property owner to return.
- 14) Village sewer update – Glenn said he and Martha met with Joe Duncan and Nate Pion from Aldrich & Elliott last week. Glenn said the aerial photos needed for final survey and design work should be done today. Glenn suggested contacting our representatives to make sure they still support our pollution abatement funding request. Glenn said the CWSRF construction loan application is quite comprehensive. Glenn said he will review it with the Town Treasurer. Tom said the Library Trustees expect to request about \$10,000 for an ADA restroom. Glenn asked if the Trustees will be requesting private donations as well. Tom said they hadn’t thought about that. Tom said the school’s well also has to be connected to the

library through the parsonage. Tom said new Librarian Jennifer Rathburn is trying to track down unreturned books. Martha suggested that an amendment to the water permit may be needed. Regarding the village sewer, Glenn said we need an easement from the Fire Department for the pump station, and we need to survey the individual buildings from Seems Road to the Post Office for the bid alternate for the line extension. Glenn said the Act 250 application should be ready to submit in a couple of weeks. Glenn said permission to work in the state right-of-way is an ongoing process. Glenn said all the other permits needed are also being pursued. Tom asked about the final design work. Glenn said he hopes the final design will be done in a few weeks. Tom asked about the culverts under Route 44. Glenn said Joe Duncan thinks the state may provide feedback on the placement of our lines but he doesn't think they will replace any culverts in advance.

- 15) Police report – This item was tabled.
- 16) Tree Warden's report – Tom said he would like to have the maple tree at the cemetery removed. Glenn and Bruce suggested removing the limb only. Tom agreed.
- 17) Sheddsville Cemetery – Glenn noted this morning's site visit to review survey work that will be scheduled for next spring.
- 18) Other Business – Act 148: Tom said Act 148 re: universal recycling goes into effect next July 1st. Tom said the regional planning commission is willing to make a public presentation on this issue. The Selectboard agreed to schedule something after January 1st.
- 19) Approve Minutes - September 16th – 19th: **Tom moved to approve the minutes of September 16th – 19th as written. Glenn seconded the motion, which passed with Bruce abstaining. October 3rd: Tom moved to approve the minutes of October 3rd. Bruce seconded the motion, which passed unanimously. October 6th: Tom moved to approve the minutes of October 6th. Glenn seconded the motion, which passed unanimously. October 10th: Glenn moved to table the minutes of October 10th. Bruce seconded the motion, which passed unanimously. October 18th: Bruce moved to approve the minutes of October 18th. Tom seconded the motion, which passed unanimously.**
- 20) Anticipated executive session to consider tax appeal settlement proposal (1 V.S.A. §313(a)(1)) and to discuss real estate purchase options (1 V.S.A. §313(a)(2) – **Glenn moved to go into Executive Session to consider tax appeal settlement proposal and to discuss real estate purchase options. Bruce seconded the motion, which passed unanimously. After discussion, Glenn moved to come out of Executive Session at 9:25 AM with no action taken on either item. Bruce seconded the motion, which passed unanimously.**
- 21) Adjourn – **Bruce moved to adjourn. Tom seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison