

West Windsor Selectboard Minutes
Monday, September 11, 2023
6:30 pm Town Hall and Zoom

Present in Person: Matt Kantola, Mark Higgins, Mark Harley, Cathy Archibald, Mike Spackman, Deb Shearer, Matt Frederick, Karen Lavoie, Mary-Anne Boyce

Present via Zoom: Shelley Seward, Al Iuppa, Christine Eggleton

1. Call to order

Matt Kantola called the meeting to order at 6:30 p.m.

2. Changes or Additions to Agenda

None

3. Announcements / Public Comment

Matt Kantola noted a weather-related power outage on Ski Tow Rd on Thursday night that disabled the Level Control System for the water tanks, which allowed the water tanks to overflow. The issue was reported by a mountain biker who observed water flowing down the access road. Matt also noted that this has happened before and that the pumps get shut off to stop the tanks from continuing to overflow. There is no generator up there, and when power was restored, the system came back online without further issues. The water tanks had enough supply to last through the weekend, and Matt was in communication with the water operator, Scott Beavers, during the issue.

4. Town Clerk's Orders

Matt K stated that he had reviewed the Town Clerk's Orders and that the only thing of note was that the Town had received Dan Lesnick's bill for cleaning out the river by the substation. This work will be covered by the incoming FEMA grant, and Cathy will get a copy of the invoice to Town Administrator Matt F for the FEMA folder.

5. Highway Foreman's Report

Mike Spackman presented the Highway Foreman's report. Mike stated that Mark Higgins will go into more depth on the FEMA front, but that he met with a representative from the state's Historic Preservation Division and that no more work should be done on the Churchill Covered Bridge until we get further guidance. Matt K asked if FEMA would cover the bridge damage, and Mike stated that they had taken measurements for it.

Mike stated that the MRGP grant work was complete, both the work on John Meyers Rd and Ski Tow Rd, which has been hydroseeded as well. Once we get the bills, they can be submitted to Regional Planning for reimbursement.

Mike stated that we got the tractor back today, and that everything related to the boom problem was covered under warranty. There was some additional work done as well while the machine was already in for repairs.

Mike stated that the grading was on hold last week because they couldn't get chloride until Friday. Grading efforts will continue, but they may be hampered by continued rainy weather.

According to ATG (Freightliner dealer), the new Highway Department truck should be ready by the end of this week.

The Highway Department did more emergency storm work on Thursday night and Friday to remove fallen trees. There was discussion about the areas hardest hit by the latest round of storms, which was mostly along the Route 44 corridor.

Karen Lavoie of Village Lane stated that the culvert on Village Lane is "completely full of dirt and won't drain at this point." Matt K asked if it was on Mike's list, and Mike stated that it was.

6. Event Permit: High School MTB Race – 10/18

Matt K stated this event had taken place "for quite a while" and was a great event. He motioned for approval. Mark Higgins seconded the motion. The event was approved unanimously.

7. Event Permit: BB&P/AO Pizza Party – 9/29

Matt K stated that this event was a repeat of the recent event and had an attached DLL permit. Mark Higgins reported that he was aware that they had reached out to Chief Frank of Windsor PD for a police detail. Mark seconded the motion for approval. The event permit and the liquor permit for it were both unanimously approved.

Shelley Seward stated that AO's goal for 2024 was to bring to the selectboard all the BB&P/AO combined events at once so they didn't need to keep coming up on different agendas. Deb Shearer stated that she thought it may be limited to 6 months at a time, and she would get that info to Shelley if she could find it.

8. Event Permit – Mary Blood Memorial Library @ Story Memorial Hall – 10/12

Matt K stated that the Mary Blood Library is requesting the use of the Town Hall on 10/12 at 7 p.m. for a presentation of Addressing Youth Firearm Suicide in Vermont. Mark Harley said that there was a nice description of the event in the Front Porch Forum a couple of days ago. Matt K made a motion to approve, and Mark Higgins seconded saying that he was glad to see the Town Hall being used. The permit was unanimously approved.

9. Event Permit: Friends of the Library, "Fall for Brownsville" @ Story Memorial Hall – 10/07

Matt K gave a brief description of the event and activities, and Mary-Anne Boyce spoke of the history of the event and the planned activities. She also spoke about HUB (Help Unite Brownsville), which helps to organize various community groups. Al Iuppa called HUB, "an informal group of people and organizations in town who try to get together to avoid any conflicts between events in town. It's not a town agency, it's just a group of interested citizens of West Windsor who are involved with organizations getting together

to share information and collaborate on different things.” Al gave a detailed rundown of the Sustainability Committee's planned events for the Fall for Brownsville event, and Mary-Anne spoke about draft posters and the plan to update the Route 44 Display on the Town Hall lawn with this event info. Matt F will get these events updated on the town website’s Community Events Calendar. Matt K motioned to approve the permit, and Mark Higgins seconded the motion. The permit was approved unanimously.

Cathy asked Matt K about approval for the “liquor license for September 24th.” This permit is for the Vermont 50 and is a BB&P permit for beer and wine. There was a miscommunication about getting this permit on the agenda, which should be solved going forward. Matt K thanked Cathy for bringing it up and motioned for approval. Mark Higgins seconded the motion, and it passed unanimously.

10. FEMA Update

Mark Higgins stated that he attended a meeting with the project manager in charge of our FEMA application, which was concentrated mostly on assembling the information needed to apply for reimbursement from the federal government. Mark commended the highway department for their preparation, and that the FEMA officials were “visibly impressed”. Mark stated that, unexpectedly, the meeting also included several damage inspectors, who were then able to take a tour of our damaged areas ahead of schedule, which should help when it comes time to get to that step of the process. Mark stated the timeline for the next steps are as follows: We have 60 days from that meeting to finalize our “damage inventory”, until January 2024 to complete any “emergency work” (of which there isn’t much remaining), and then any “permanent repairs” must be completed by January 2025. Weekly meetings with FEMA will commence starting next Friday and continue until the process is complete.

Matt K asked about the footbridge and some damage that had occurred to the rocks around it. Mark stated that there was ongoing research to determine ownership of certain areas since the town could only apply for reimbursement to property owned by the town.

Mike stated that the highway department has a current rough estimate of \$70,000-\$75,000 for repairs from storm damage to town property.

11. Review Windsor PD Log for August

Matt K stated he had passed around the log for review. Mark Harley and Mark Higgins responded that they had seen it. As there was nothing of note to review, nothing further was discussed.

12. Other Business

Mike Spackman stated that he would be on vacation from October 7th – October 14th.

Matt K stated that the Town Hall generator currently operates at max capacity and that a separate generator would be necessary near the school to at least power their critical circuits [water pump/sump pump/heating system]. Matt stated that he has one quote for another generator and that he is pursuing at least one more quote prior to bringing it to the full attention of the selectboard.

Matt K stated that the Financial Audit Report is available for selectboard review and that it would be an item for the following selectboard meeting. John Mudgett should be attending that meeting, either in person or via Zoom, to discuss his review and answer questions.

Mike asked, “What happened with the Hotel Rd patch?”, and Matt K explained the situation for Matt F. It was decided that Matt F would follow up with Mike Reynolds of the Windsor water department to get an update.

Deb Shearer asked about the sewer expansion study. Matt K stated that we are waiting for an update from Dubois & King, and that a public presentation would need to be prepared. Mark Harley and Deb both asked about a timeline for the public presentation, and Matt stated that the timeline is really only tied to each round of funding. Matt posited that maybe a presentation could be prepared by November for public feedback.

Mike stated that rock salt for this upcoming winter is contracted at \$86.50 per ton.

13. Executive Session

Upon motion duly made and seconded, the Selectboard unanimously voted to enter executive session at 7:12 p.m. for the reasons set forth in 1 V.S.A. § 313(3).

The Selectboard came out of executive session at 7:22 pm.

14. Final Decisions

No decisions to note.

15. Approve Minutes of August 28

Matt K motioned to approve the minutes of August 28th. Mark Higgins seconded, and the motion passed unanimously.

16. Adjourn

Upon motion duly made and seconded, the Selectboard unanimously voted to adjourn at 7:25 pm.