

West Windsor Selectboard
Draft Minutes
September 14, 2016

Present: Dick Beatty, Tom Kenyon, Win Johnson, Mike Spackman, Martha Harrison, Gary Burke, Cathy Archibald

1. Site visit: The Selectboard, Highway Foreman and Town Administrator met with Gary Burke at his property across from the Coaching Lane/Route 44 intersection at 9:00 AM to investigate Gary's complaint about the town encroaching on his property with the recent improvements to the Bowers Road right-of-way. Gary had a survey of the property with him. Mike agreed that a portion of the improvements closest to Route 44 do encroach on Gary's property. Those present agreed to discuss the situation again after Gary consults with Bob Farnsworth. After the site visit, the Selectboard and Town Administrator returned to the Town Hall, where the Chair called the meeting to order at 9:40 AM.
2. Discuss improvements made to Bowers Road on Burke property – **Win moved to table this matter until Gary contacts the Selectboard. Tom seconded the motion and noted that Gary asked for more time. The motion passed unanimously.**
3. Changes or additions to the agenda – Part-time employees: Tom and Cathy said Jamie Barbour, Bob French and Jim Kenyon need to be employees rather than independent contractors due to onerous state requirements for independent contractors. **Win moved to approve the addition of Jamie Barbour, Bob French and Jim Kenyon to the payroll as part-time employees. Dick seconded the motion, which passed unanimously.** Town Hall clock: Tom said Balzer, the company doing our clock work, cautioned against installing the clock without enclosing it in glass to protect it from dust. Tom said Cathy has determined that we have enough money in the Clock Fund to pay for the glass enclosure. Tom asked for permission to proceed. Tom said the glass enclosure is about \$5,100. **Win moved to approve up to \$5,500 for completion of the clock project. Dick seconded the motion, which passed unanimously.** Mountainside water line: Win said, according to Martha, we have a time limit to make a decision if we want the work done this fall. Tom said he doesn't think there are sufficient funds. Win said we could hire someone local to put the line in at some point but he's uncomfortable approving it now as part of the water project. Martha said it wouldn't be part of the water project in that it wouldn't be covered by the loan. Martha said the engineers indicated that there would likely be cost savings if we have Manosh do it now while he's there with all his equipment. Martha noted that the license agreement mentions the 2016 construction season. Dick said he realizes it's early in the project but he'd like to know where we are financially with the water project before making a decision. Win said he's not comfortable making a decision today. Martha said she just needs to know what information the Selectboard needs in order to make a decision. Dick said he would like to know what might be available in the contingency portion of the bond issue. Martha said, according to Jason Booth, it's going to be a while before we know if we're going to have any contingency funds available. Dick said contingency funds are for unanticipated costs and we didn't know that the pipe was not 8", which is what we need for a fire hydrant. Win said we also need to know if upgrading that pipe would be a qualified expense. Dick said the Utility Advisory Committee should be apprised of the situation and the estimated cost of \$75,000 to remedy it. They should also be made aware that we don't know whether contingency funds will be available or not. Tom said Manosh recommends shutting the water to Mountainside off and running the new line in the same location as the

old line. If they run into ledge, they would insulate the pipe in that area. According to Tom, this approach could reduce the cost below \$75,000. Martha said the Utility Committee's next meeting is Monday, September 19, at 4:00 PM. It was noted that our engineers lead us to believe that the line serving Mountainside was an 8" line but apparently it's not. Tom said we need a solid cost estimate from A+E and Manosh. Win asked Martha to request a "not to exceed" number. Win noted that the generator for the well is another potential use of contingency funds. Dick asked if the permit requires one generator or two. Martha said one; but it does require a quick-connect at the well. Martha said we also removed the access road and the fence from the project. **Win moved to schedule a special meeting to discuss this further next week. Tom seconded the motion, which passed unanimously.** Win said he thinks we should have A+E present for that meeting, and maybe Manosh as well. The Selectboard agreed to meet on Thursday, September 22, at 9:00 AM.

4. Other Business – Tree removal: Tom said there's a tree on Cowshed Trail that's about to come down on a power line but Green Mountain Power is going to have it taken down. Burke property acquisition: Win said he thinks acquiring the Burke property is worth considering but it should be done in the context of the budget.
5. Anticipated Executive Session to discuss personnel matters and property acquisition – No executive session was held.
6. Adjourn – **Win moved to adjourn at 10:05 AM. Tom seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison