

West Windsor Selectboard
Draft Minutes
September 24, 2018

Present: Win Johnson, Matt Kantola, Brett Myers, Martha Harrison, Deb & Terry Shearer, Chief Sampson, Erik Boedtger, Peter Vollers, Al Keiller

- 1) Call to Order – Selectboard Chair Win Johnson called the meeting to order at 6:30 PM.
- 2) Changes or additions to the agenda – None
- 3) Announcements/Public Comment – None
- 4) Town Clerk/Treasurer’s Report – Sign Town Clerk’s orders: **Brett moved to sign orders. Matt seconded the motion, which passed unanimously.** Financial Statements: Win said Selectboard expenses are over budget, due to additional consulting on NEMRC, legal fees, and the Burke property report. All audit expenses are currently in the town budget but 10% will be allocated to the sewer fund and 10% will be allocated to the water fund, so the total will go down by 20%.
- 5) Discuss VT Overland Bike Race with Peter Vollers – Win said the Selectboard appreciates and supports the event but they did receive a number of complaints involving people who were almost driven off the road and dangerous intersections with poor line of sight, especially the Rush Meadow/Route 44 intersection. Also, there were more participants than expected. Peter said by the time they got to Delano Road, the riders were spread out in a line. Peter agreed that the Rush Meadow/Route 44 intersection is troubling and said he is thinking about re-routing the race to avoid that intersection. Peter noted that there were no accidents or crashes. Chief Sampson said police officers are the only ones who can legally stop traffic and recommended hiring officers to provide that service if the race is run again next year. Peter agreed. Win asked Peter to get in touch with the Police Chief when planning traffic control for next year’s event. Win added that the bikers cannot block the roads.
- 6) Yale Heights stormwater permit renewal – Terry said he consulted with one of the stormwater officials in his office, who said we don’t need an engineer to do the certification; the highway foreman can do it. Terry noted that there is no definition for “stormwater designer.” He added that the Yale Heights system is a simple “collect and convey” system. Matt suggested that Mike write up a brief report. Terry said Mike already does the annual inspections but this is different; this is the certification required to renew the permit every ten years. Terry said orphan systems like this one are treated differently. Win asked Martha and Erik to talk with Mike about what needs to be done. Martha asked Terry if there’s a checklist like the one Mike uses for the annual inspection. Terry said he doesn’t think so, but he’ll check.
- 7) Planning Commission Discussion – Junk Ordinance: Al said there is a short section on junk in the zoning regulations but, without an ordinance, it’s difficult to enforce. Al said the Planning Commission sent a draft junk ordinance to the Selectboard for consideration on March 24, 2016. Win said he has read the draft and has questions about the salvage yard provisions. Al said salvage yards are not a permitted or conditional use in any of the zoning districts currently. If someone wanted to have one, they would have to get DRB, Selectboard, and Secretary of Transportation approval. Al added that the ordinance does address abandoned vehicles that are not salvage yards and how to screen them. Al said the Selectboard can decide that the town doesn’t need an ordinance, they can adopt the ordinance

provided by the PC “as is,” or they can modify it, by removing the information about salvage yards for example, and then adopt it. Deb said she talked to Karl at VLCT about this issue and he said people who are storing junk often claim they are running a salvage yard; the ordinance provides requirements for salvage yards that would have to be met by anyone claiming to run one. Win asked if we need an ordinance. Al said the Selectboard could wait until there’s a problem and then adopt an ordinance. Martha said there was a problem on Cemetery Road several years ago and the town sent a letter but we couldn’t have an officer go out and issue a ticket. Al said he thinks it would be useful to have an enforcement mechanism, which requires an ordinance. The ordinance provided by the PC is based on a model developed by the VT League of Cities & Towns. Matt said he is more concerned about people who like to collect and store junk on their property. Brett asked if it would be a problem not to address salvage yards in the ordinance. Deb described the process for addressing a zoning violation. Win said he will edit the proposed model ordinance and send it around for review and comment, and then we can ask Jim Barlow to review it. Matt said he doesn’t think junk storage should be allowed anywhere outside, even if it’s out of sight, due to the potential for groundwater contamination; if it’s in a building with a concrete floor, that would be okay. Town Plan: Al said the town has to adopt a new Town Plan by February 17, 2020, so the PC has begun working on it by gathering information from other boards and organizations. Al said School Board Chair Elizabeth Burrows has drafted a new Education chapter. Al outlined the benefits of having a Town Plan. Al said the PC reviewed the major recommendations from the last Town Plan and noted that the town has accomplished a majority of them. Al provided the Selectboard with a draft of the first chapter of the new plan and requested input. Al said the PC has approved the draft municipal planning grant application, which will provide funding for the Town Plan update, but the Selectboard also has to approve it. The grant application is due on October 1st. Approve Municipal Planning Grant Resolution: **Brett moved to authorize the Selectboard to sign the Resolution for Municipal Planning Grant. Matt seconded the motion, which passed unanimously.** Burke/Clay property Feasibility Report: Al said the PC reviewed the report by Engineering Ventures and concluded that there is nothing in the zoning regulations that would prevent the town from buying the Burke property for future use, including the re-location of the sand pile and the firehouse. Win said Ascutney Outdoors (AO) is using the maintenance building at the ski area more than the town is using it. Win said, if the town bought the Burke property, we could use the existing building on that property for storage. Win also noted that the bike trail that comes off Bible Hill and goes up where the old bridge used to be has been closed by the property owners. If the town bought the property, Win said, that trail could be re-opened. Matt said the only thing we don’t know about is possible soil contamination. Deb noted that a portion of the property is wetland. Brett asked if it’s feasible for both the sand pile and the firehouse to be located on the Burke property. Win said yes; that’s what Engineering Ventures found. There was discussion about how to determine whether or not the soil is contaminated. Training course: Deb said there’s a half-day training in Springfield that costs \$10 that she’d like to attend. Win said he thinks training costs should come out of the Planning Commission’s budget and therefore they should approve any requests to attend trainings made by the Zoning Administrator. No one had any objection to Win’s suggestion.

8) Highway - Report on Department activities: Erik noted a \$2,700 insurance claim that resulted from the town’s loader backing into a sub-contractor’s vehicle during a culvert replacement on Duling Road. Erik said fall scraping and sand hauling are continuing, and added that the

road crew is going to be at a training course on Wednesday and Thursday. Grants-in-Aid project update: Erik said the Cemetery Road project is done. Win said he walked up there with Jim Ryan, from the state, who was very helpful. Win noted that, on many roads, the town is going to be doing work further out into the right-of-way to make sure that stormwater can run off. Win said, according to Jim Ryan, the type of work that is required depends on the funding source. If the work is funded with Grants-in-Aid money, then there has to be a ditch on both sides of the road; if it's funded with Better Roads money, then it's okay to have a ditch on just one side. Win asked if the highway department is happy with the width of Route 44 between Seems Road and the Post Office. Erik said he thinks it's going to be a lot better for pedestrian traffic. Bible Hill culvert project update: Win said he has been to the construction site twice, and the River Management Engineer has been there, and it appears to be coming along well.

- 9) Utility Reports – Sewer System: Martha said the CWSRF planning loan application has gone through the initial process and is now with the bond bank. In four to six weeks, there should be loan documents for the Selectboard to sign. Water system: Martha said we have received the final version of the Hydraulic Analysis and Long Range Plan from Aldrich + Elliott. Martha said we're waiting for the state to sign off on the Engineering Services Agreement for the planning portion of the next water project (the replacement of the lines under the ski bridge, the replacement of the well house, and the installation of a back-up generator for the well) and then the Selectboard will be considering the submission of a DWSRF planning loan application for that project. Delinquent users: Martha said at some point soon we should discuss the delinquent water and sewer users and the problems related to multiple users being served by one curb stop. Martha said Patricia was planning to call some other ski areas to see if they have dealt with this situation; she was also going to get a cost estimate on the installation of individual curb stops where necessary.
- 10) Report on school paving – Win said the school is happy with the walkway paving job.
- 11) Other Business – None
- 12) Approve minutes – **Matt moved to approve the minutes of September 10th. Brett seconded the motion, which passed unanimously.**
- 13) Adjourn – **Brett moved to adjourn at 7:38 PM. The motion passed unanimously.**

Respectfully submitted,

Martha Harrison