

Town of Winhall Selectboard
Meeting Minutes for Wednesday, April 23, 2014

PRESENT: Bob Oakes, Bill Schwartz, Steve Blanchard, Lissa Stark, Town Administrator; Lucia Wing, Secretary; Scott Bushee (Facilities & Transfer Station)

ABSENT: Jeff Whitesell (WPD), Randy Kimball (WHD)

ALSO IN ATTENDANCE: Brian Douglas (Cross Consulting Engineers), Tom Fuller, (Fuller Sand & Gravel)

CALL TO ORDER: Oakes called the Selectboard meeting to order at 4:34 PM at the Town Hall.

PUBLIC COMMENTS: (None)

POLICE/RESCUE REPORT: (None)

TOWN GARAGE: PROPOSED PLANS & DISCUSSION: Brian Douglas, structural engineer representing Cross Consulting, came before the Selectboard to present a proposed design for the Town garage. He gave an overview of his company along with services offered which included much experience in designing municipal buildings; Douglas submitted several photos of garages the company had designed for towns in Vermont; the Selectboard reviewed the photos. Douglas mentioned that he had been out to review the site and was familiar with the layout. He stated his company handled architectural & structural design, permitting, and other components required by municipalities. The Selectboard questioned Douglas about a timeframe; he responded 4-6 months for a design. Further discussion included; existing site plans; existing septic system-most likely would not need to be replaced; removal of the existing garage; and removal and relocation of bins and underground storage tanks. Douglas asked about a bond vote- would the Town require one? The Selectboard commented on visiting other towns with new garage structures; they agreed radiant heat along with a metal building was preferable. They talked about a wash and service bay; setbacks and boundaries; topographic maps; State safety inspections; and scheduling. The Selectboard agreed they would reach a consensus about what they actually did want. They thanked Douglas and told him they would include his company on their E-mail list to receive an RFP for the proposed project.

The Selectboard continued discussion with Scott Bushee present. They talked about hiring an engineer to review the site and flow pattern; not being in a hurry and doing the project right; finding out the status of the existing septic system and its current capabilities; and moving the Transfer Station across the road (required State permitting) or building a salt shed across the road (required Town permitting). They discussed the status of the existing undamaged garage and moving it elsewhere on the site. Next the Selectboard reviewed the two RFP's (engineering and construction) which Bill Schwartz had drawn up; discussion followed which included some revisions and additions. The Selectboard approved the RFP's as revised; *motion by Blanchard; seconded by Schwartz; unanimous.*

HIGHWAY & ROADS: PAVING DISCUSSION:

Next the Selectboard reviewed paving proposals; Tom Fuller was present. Discussion included establishing tonnage upfront and making the bidding process as clear and equitable as possible. After further review, *Blanchard made the motion to award Fuller Sand & Gravel the paving bid for \$220,284.00 to repave portions of Winhall Hollow Road and Upper Taylor Hill Road with shoulders to be finished within a week of paving; seconded by Oakes; unanimous.*

TRANSFER STATION: REPORT:

Bushee reported they were cleaning up the Transfer Station after the winter. He had filed quarterly reports which included a trash reduction along with recycling figures almost the same as last year. He reported the new hauler (TAM) was working out extremely well.

FACILITIES REPORT: Bushee reported on Homestead's proposal for weed control- same as the previous year; generator proposals from Yankee and Ed's Electrical; leaking in the multi- purpose at the school- Vermont Mechanical had repaired the fittings; and moving away from oil hot water and putting in an electrical unit which was more efficient. Bushee stated he had two requests to use the old Town Hall: Kate Logan wanted to teach yoga upstairs and someone else wanted to get married in the building. Both individuals would have to go through the Town Administrator for permission. In the meantime, Bushee would find out what Logan wanted to charge. Charging a nominal lease for use of the old Town Hall was discussed. Bushee reported he had contacted Wayne Blanchard for outside work at the school. Bushee asked about hose hangers; the Selectboard authorized him to purchase what he needed. They discussed the cracks in the new paving at the Town Hall; considering a small building out back for tools; and repainting the Library.

OLD BUSINESS: FYI Chapin land; the Selectboard would schedule a meeting at 4:00 PM at the site on May 7th.

NEW BUSINESS: The Selectboard asked the Town Administrator to write a letter to the governor of Vermont reporting the deplorable and unsafe condition of Route 30 from 11/30 to Route 100.

ADMINISTRATIVE: REPORT: Stark reported she had a number of documents to be signed; a bill of sale for the grader; Stratton Corporation striping the turning lane at the bottom of the Access Road- discussion followed re: line striping- the State no longer would do any center lines- it was the Town's responsibility; signed the appointments for Town officials; signed the Emergency Operations Manual for the WPD; and signed the Continuity of Government (chain of command) form- they updated the document with Chief Whitesell.

LIQUOR BOARD MEETING: At 6:50 PM the Selectboard closed the meeting and opened the Liquor Board meeting. In the meeting, the Liquor Board approved a liquor license for Mistral's Restaurant; *motion by Oakes; seconded by Blanchard; unanimous.* At 6:52 PM, the Liquor Board closed the meeting. At 6:53 PM the Selectboard reopened the Selectboard meeting.

PAYORDERS: After review, the Selectboard approved payorder #18 as presented; *motion by Blanchard; seconded by Schwartz; unanimous.*

PAYROLL: After review, the Selectboard approved payroll #13, #14, #16, #18 as presented; *motion by Schwartz; seconded by Blanchard, unanimous.*

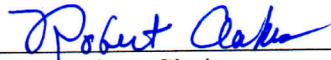
APPROVAL OF PAST MEETING MINUTES: After review, the Selectboard approved the minutes of March 10, 2014 as amended and April 2, 2014 as presented; *motion by Oakes; seconded by Schwartz; unanimous.*

EXECUTIVE SESSION: At 7:15 PM the Selectboard voted to go into executive session to discuss personnel matters; *motion by Oakes; seconded by Blanchard; unanimous.* At 8:15 PM the Selectboard voted to come out of executive session; *motion by Oakes; seconded by Blanchard; unanimous.* No decisions were rendered.

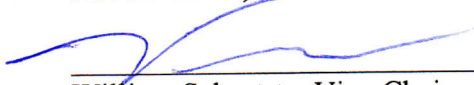
ANNOUNCEMENT & CORRESPONDENCE: None

As there was no other business, the meeting was adjourned at 8:30 PM; *motion by Oakes; seconded by Schwartz; unanimous.*


Lucia Wing, Secretary
Winhall Selectboard



Robert Oakes, Chair



William Schwartz, Vice-Chair



Steve Blanchard, Member