

Winhall Selectboard
Special Meeting Minutes for Friday, October 9, 2015

PRESENT: Bob Oakes, Stuart Coleman, Lucia Wing, Marcel Gisquet, Trevor Dryden & Road Crew, Rod Andrews (VMS), Scott Bushee

SITE VISIT: TOWN GARAGE:

The Selectboard along with the above group met on Friday, October 9th at 10:00 AM at the Town Garage to review the punch list with VMS- item by item; many items had been completed. Gisquet will prepare an updated list of the unfinished work to be posted at the Town garage and checked off as items were addressed. The new punch will be circulated to all parties involved. Oakes asked VMS to communicate directly with Bushee and Dryden to keep them in the loop; also VMS should provide training for both the Highway and Transfer Station crews on a variety of items like the overhead doors, heat, electric, and keyless entry system.

Discussion on site included testing the status of the radiant heat, heat zones, and boiler; making sure the overhead doors operated correctly; paving a 30' apron outside the overhead doors. Work to paint the mezzanine floor and stairs, installing splash guards at eyewash, slop sink, and hose bib as well as on the walls of the storage room will be on a time and material basis for VMS to complete. In addition to the above, discussion followed about the size of the emergency generator, what it could handle, and what was hooked up to the emergency panel. Currently the overhead doors were not wired to the emergency panel and should be. Tyler Electric would need to come back and rewire them; Bob Bentley would handle any generator issues; and the Highway crew would test the emergency power to make sure the generator was operating correctly. Conversation followed about manually turning on the Transfer switch at the 4-bay for the fuel pump if the power went out. A suggestion was to create an instruction sheet for emergency protocol. VMS stated they would finish the punch list by the following week.

The special meeting was concluded at 11:15AM; *motion by Oakes; seconded by Coleman; unanimous.*

Lucia Wing, Secretary
Winhall Selectboard



Bob Oakes

William Schwartz

Stuart Coleman