

**Town of Winhall Selectboard
Bondville, Vermont 05340
Meeting Minutes for Wednesday, August 21, 2013**

PRESENT: Bob Oakes, Chair; Bill Schwartz, Steve Blanchard, Lissa Stark, Town Administrator, Lucia Wing, Secretary, Barbara Ferguson (Buildings), Randy Kimball (Roads), Scott Bushee (Transfer Station)

ABSENT: Jeff Whitesell (WPD)

ALSO IN ATTENDANCE: Tara Senecal, Stacey Chiodi

CALL TO ORDER: Oakes called the meeting to order at 4:40 PM.

PUBLIC COMMENTS: (No comments)

HEALTH OFFICER REPORT: (No report)

HIGHWAY & ROADS REPORT:

1) Kimball reported the Town Hall parking lot had been paved and striped; he would shoulder the parking lot with top soil and gravel the following week and hydro seed the area. He reported that Town Truck #1 had been completely overhauled and was now operational; winter would be the test; discussion followed.

2) Kimball reported that striping would not start until after Labor Day. Discussion followed about Upper Taylor Hill which was still classified as a Class #3 road even after a traffic study by the AOT in 2002. Stark would contact the AOT about reclassifying Upper Taylor Hill to a Class #2 road. Kimball reported that Fuller still had not put down shoulder gravel on Winhall Hollow Road and the Access Road; discussion followed. The Highway Department had finished graveling several roads.

3) After review, the Selectboard agreed that there was no need for an Access/Right of Way Permit for Handler, Beyers, Yaffee property owners on Hunter's Ridge in Strattonwald for water damage to the road as a result of beavers. The road was private and the work would not interfere with the Town Highway. The Selectboard discussed not charging a fee for replacing a culvert in the same location; Kimball would still need to check. Further clarification was needed in the Town Highway Ordinance with regard to access application forms; Stark would work on the forms.

4) Kimball reported that damage had occurred to a culvert on Kendall Farm Road as a result of Hunter Excavating equipment tearing up a portion of it; Hunter Excavating had repaired the damage at no charge.

TRANSFER STATION REPORT:

1) Bushee reported the box had been pulled and one of the pads was getting cleaned; he was working on the grading to improve drainage. Bushee reported that a couple of incidents had occurred at the Transfer Station including Bushee painting the bottle shed "full" which the school was concerned about; Bushee suggested signage as an option; discussion followed with Tara Senecal. Bushee reported the Waste District was going well.

BUILDINGS REPORT:

Grounds/Friedman Field/Skate Park: Ferguson reported she was maintaining the shrubs, weeding, and mulching around the fields.

New Town Hall: Ferguson and the Selectboard discussed First Line- Cleveland Electric inspecting all the sensors in the building; Ferguson reported that Sparky would look at the light in the parking lot.

School: Ferguson reported that painting had started with additional carpentry repairs to the trim. Gary's Water Works had completed maintenance on the water system; White Glass had completed installation of the new door; Adams Lock was scheduled to replace hardware on the MPR door facing the skate park. Ferguson reported she had received a quote of \$350 from Stripe & Seal to repaint the lines at the school. The Selectboard approved; ***motion by Oakes; seconded by Blanchard; unanimous.*** Oakes reported the reading room structure would be located at the corner of the parking lot. A zoning permit was required.

Cemeteries: Ferguson reported that Mark Shea hoped to start work on the cemeteries after Labor Day.

Library: Dennis Roy had repaired the front windows at the Library.

Fire Station: Comcast had completed installation at the Fire House; repairs to the roof had been completed.

Other: Ferguson reported she had contacted several oil companies for fuel prices: Irving, Haskins, Profax, Discount Oil, Cota & Cota, and Dorr Oil. Irving was the best price. After review, ***Schwartz made the motion to sign the contract with Irving Fuel for propane and fuel oil; seconded by Blanchard; unanimous.*** Ferguson reported she was periodically checking on the Old Town Hall; the boiler was still a concern; Ferguson would keep an eye on it.

COMMUNITY FUN RUN: MOUNTAIN SCHOOL 5K RACE:

Tara Senecal & Stacey Chiodi came before the Selectboard to talk about a 5K running race scheduled for October 5th. They explained the race would start at the Library and proceed to the end of Kendall Farm Road and back; parking would be elsewhere; volunteers would park at the Library; Chief Whitesell had been informed and would help out. Senecal thought there would be approximately 75-100 individuals participating in the race. The Selectboard supported the event.

POLICE/FIRE/RESCUE: REPORT: (No report)

WAGE & COST OF LIVING INCREASE: REVIEW:

Stark and the Selectboard discussed a step process versus a merit process based on performance. In the past the Selectboard had budgeted 4% per year which included COLA. The Selectboard noted that in the last couple of years COLA had increased less and less. The Selectboard agreed that in the future, employees would receive a COLA increase along with a merit increase. After further discussion, ***Oakes made the motion to pay an increase of 4% this year; seconded by Schwartz; unanimous.***

ADMINISTRATIVE REPORT:

1) Stark informed the Selectboard that the financial reports were ready.

2) Stark reported that Bill Knupp (Stratton Corporation) had dropped off a signed copy of the Law Enforcement Services Contract with the Town Clerk; discussion followed regarding who had the original document and who still needed to sign it; Stark would send Bill Knupp an invoice.

3) Stark had contacted Bill Creamer to find and replace the pin at the school.

4) The Selectboard approved the changes and signed the E & O Certificate for Brett Torrey; *motion by Oakes; seconded by Blanchard; unanimous.*

PAYORDERS:

After review, the Selectboard approved payorder #4 as presented; *motion by Schwartz; seconded by Blanchard; unanimous.*

PAYROLL:

After review, the Selectboard approved payroll #31 & #32 as presented; *motion by Schwartz; seconded by Blanchard; unanimous.*

APPROVAL OF PAST MEETING MINUTE(S):

After review, the Selectboard approved the meeting minutes of July 17 and August 6, 2013 as amended and the special meeting minutes of August 20, 2013 as presented; *motion by Oakes; seconded by Schwartz; unanimous.*

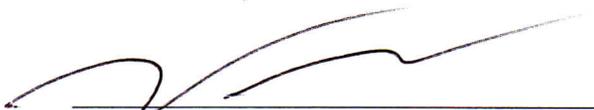
ANNOUNCEMENTS/CORRESPONDENCE: (None)

As there was no other business, the meeting was adjourned at 7:30 PM; *motion by Oakes; seconded by Schwartz; unanimous.*

Lucia Wing, Secretary
Winhall Selectboard



Robert Oakes, Chair



Bill Schwartz, Vice-Chair



Steve Blanchard, Member