

**Town of Winhall Selectboard**  
**Meeting Minutes for Wednesday, May 20, 2015**

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**PRESENT:** Bob Oakes, Bill Schwartz, Stuart Coleman, Lucia Wing (Secretary), Lissa Stark (Town Administrator), Scott Bushee (Facilities),

**ALSO IN ATTENDANCE:** Larry Wohler, Thom McMahon, Tricia Stanley (Mountain School), Dave Glabach (Health Officer), Greg Kepler, Marcel Gisquet (Clerk of the Works)

**SITE VISIT CAPEN ROAD:** At 5:00 PM the Selectboard, Lissa Stark (Town Administrator), and Lucia Wing (Secretary) met with Fred & Dorothy Hartmann on Capen Road to discuss use of the road. Discussion on site included the width of the travelled way as 18 ft.; taking back a portion of the right-of-way and widening the road to 20 ft.; cutting down three (3) trees in the Town right-of-way which leaned towards Hartmann's property; and ditching the road on Hartmann's side. Hartmann would have to install a culvert. Later at the regular meeting the Selectboard continued discussion of Capen Road. The Selectboard suggested Hartmann get a survey and potentially construct a fence; they felt they should not get involved in the matter and leave it up to the property owners. Coleman suggested the Highway crew widen the road slightly when they re-graded it; the Selectboard agreed. Coleman would speak with Dryden and let Hartmann know. Coleman also suggested getting someone to look at the three trees for possible cutting.

**CALL TO ORDER:** Oakes called the regular meeting to order at 5:35 PM at the Town Hall.

**PUBLIC COMMENTS: HEALTH COMMENTS:**

1) *Dave Glabach* commented that some of the roads in Winhall had not been re-graded; Coleman responded that he was in contact with the road crew about the matter. Glabach commented that Willard Slade had reported to him that he had experienced health issues as a result of burning at Homestead Landscaping; Slade was in possession of letter from a doctor. Glabach reported that communication with the State had improved.

2) *Greg Kepler* who owned property next to the cemetery on South Road came before the Selectboard to ask about trimming trees and removing a an old wire fence around the cemetery. Kepler would be willing to trim the trees and take down the fence if needed. The Selectboard agreed.

**MOUNTAIN SCHOOL LEASE DISCUSSION:**

The Selectboard met with members of the Mountain School including the headmistress to discuss re-negotiating the Mountain School lease. The Mountain School stated they were prepared to offer a revised lease by the following Wednesday; Tricia Stanley, headmistress, commented opening a dialogue with the Selectboard was key and that maintaining the school for the benefit of the students was a priority; currently (60) students were enrolled. The Selectboard stated they did want to meet with the Winhall School Board as well; Larry Wohler asked if contract discussion could take place in executive session; the Selectboard stated "yes." The Mountain School Board would send the revised lease agreement by the following week and would meet with the Selectboard in executive session. The Mountain School Board discussed trouble with the heating system which could not be turned off because it leaked; heat costs were enormous. Bushee was investigating the situation.

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

**TRANSFER STATION REPORT:** Bushee reported the Transfer Station was getting cleaned up; he was going to a District meeting on Friday; and bags had been ordered. Discussion followed about how the Town planned to sell the bags including a punch system, a credit card system, selling the bags at the Transfer Station and Town Hall, and trying to reduce the need for cash. The information about buying specific bags for trash was on the website. Bushee stated he wanted to open up the Transfer Station to Winhall residents only and not to everybody. Recycling was still free.

**FACILITIES REPORT:**

Bushee reported Josselyn Brothers intended to start the roofing project at the Fire Station and siding project at the Library including caulking and painting. Bushee next talked about the heating system at the Mountain School which was problematic; it leaked if turned off and was excessively expensive to run. Bushee explained why the heating system created problems. Coleman suggested Bushee find someone to look at the heat system and come up with a solution to resolve the problem as well as come up with a price; discussion followed about installing a hot water system. Bushee reported a new light for the flag pole had been installed at the Library. He reported the Police Department air conditioners needed to be fixed; it would cost \$2,000 for parts; new was \$9,000-\$10,000. Cold water was fixed at the Town Hall; the check valves had been replaced. Bushee reported he had twelve (12) signs made which said "This is a Tobacco-Free property." He would post them around the municipal buildings. Bushee reported the Fire Station had a defunct cooler/refrigerator which cooled their water; he asked the Selectboard whose responsibility it was to replace it; the Selectboard asked Bushee to handle it. Bushee reported he had an estimate for two generators installed at the Town Hall for \$15,300; the Selectboard approved and asked Bushee to move forward.

**HIGHWAY & ROADS REPORT:** (No report)

**TOWN GARAGE UPDATE:**

Gisquet reported the slab was getting poured; mezzanine and offices would be built next; plumbers and electricians would come after that. Once the garage doors were installed, the security fence would be taken down and site clean-up would begin. Discussion followed about installing a 20K generator. Gisquet reported that he had met with the electrician who stated that 250 amps were more than capable of running the building; 400 amps were planned. The Selectboard and Gisquet talked about the air compressor and emergency wiring. Coleman and Gisquet would meet the following week regarding electrical issues and outlets. No paving apron would be installed; as a result there should be a reduction in price. They discussed paving the parking area at a future time. The next job meeting was scheduled for June 3<sup>rd</sup>. Gisquet had acknowledged thru signature that Southern Vermont Sprinkler was installing a dry hydrant at the Town Garage. Coleman reported he had not reassessed water in the fuel tanks; the company said no water. Coleman would follow up.

**LOWER TAYLOR HILL BRIDGE:** Coleman reported he was still working on the bridge matter.

**LOWER TAYLOR HILL CHAPIN LOTS:**

Schwartz updated Coleman on the Chapin lots that although steep had been tested as buildable. The lots are listed on MLS for \$175,000 for the two. Schwartz reported it would cost \$4,200 to get the lots permitted; discussion followed. After review, *Coleman made the motion to pay MSK Engineering \$4,200 for permitting the two lots; seconded by Schwartz; unanimous.*

**ACCESS PERMIT:** After review, the Selectboard approved an access permit with an 18" culvert for Derek Pratt on #5 Upper Guttroff Road; *motion by Coleman; seconded by Oakes; unanimous.*

**LIQUOR BOARD:**

At 7:33 PM the Selectboard closed the Selectboard meeting and opened the Liquor Board meeting. After review, the Selectboard approved liquor licenses for the Red Fox Inn; *motion by Schwartz; seconded by Oakes; unanimous.* The Selectboard meeting was re-opened at 7:40 PM.

**ADMINISTRATIVE:**

The Selectboard would review financials which had been recently sent to them via email. They approved a logo for the trucks to say "Winhall Highway Dept." all bold, all caps, no shadowing. Stark reported health insurance for employees was going up. After review, the Selectboard signed an addendum to the Town Administrator's employment contract for an additional \$5,000 for added responsibility; *motion by Oakes; seconded by Schwartz; unanimous.*

**NEW BUSINESS:**

Schwartz brought up the Highway crew cleaning up the sidewalks before Memorial Day as a result of a comment from a Winhall property owner; discussion followed about who owned the sidewalks. They agreed to have the crew clean them up; Coleman would speak with Dryden.

**PAYORDERS:** After review, the Selectboard approved payorder #5/15/15 as presented; *motion by Oakes; seconded by Schwartz; unanimous.*

**PAYROLL:** After review, the Selectboard approved payorder #15, #16, #17, #18, #19 & #20 as presented; *motion by Oakes; seconded by Schwartz; unanimous.*

**APPROVAL OF PAST MEETING MINUTES:** After review, the Selectboard approved the minutes of May 6, 2015 as presented; *motion by Oakes; seconded by Schwartz; unanimous.*

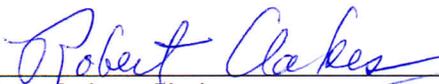
**EXECUTIVE SESSION:**

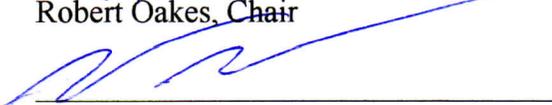
At 8:05 PM the Selectboard voted to go into executive session to discuss personnel matters; *motion by Schwartz; seconded by Oakes; unanimous.* At 8:30 PM, the Selectboard came out of executive session; *motion by Coleman; seconded by Schwartz; unanimous.* No decisions were rendered.

As there was no other business, the meeting was adjourned at 8:35 PM; *motion by Oakes; seconded by Coleman; unanimous.*

Meeting minutes respectfully submitted by,

Lucia Wing, Secretary  
Winhall Selectboard

  
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Robert Oakes, Chair

  
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William Schwartz, Vice-Chair

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Stuart Coleman, Member