

**Town of Winhall Selectboard  
Meeting Minutes for Wednesday, May 21, 2014**

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

**ABSENT:** Jeff Whitesell (WPD)

**ALSO IN ATTENDANCE:** Marcel Gisquet

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

**EXECUTIVE SESSION:** At 4:30 PM, the Selectboard voted to go into executive session to discuss personnel matters; *motion by Oakes; seconded by Blanchard; unanimous.* At 4:35 PM the Selectboard voted to come out of executive session; *motion by Blanchard; seconded by Oakes; unanimous.* Out of executive session, the Selectboard agreed to have Bill Schwartz act as liaison for facilities (instead of police) and Oakes liaison for police (instead of facilities); *motion by Blanchard; seconded by Schwartz; unanimous.*

**PUBLIC COMMENTS:** *Marcel Gisquet* recommended the Selectboard reappoint Lucia Wing, Marcel Gisquet, and Jerry Driscoll to the Planning Commission as their terms expired on June 30, 2014. After review, the Selectboard reappointed Gisquet, Wing, and Driscoll to the Planning Commission; *motion by Oakes; seconded by Schwartz; unanimous.* Discussion followed relative to other Winhall officials who were up for reappointment.

**POLICE/RESCUE REPORT:** (None)

**TOWN GARAGE: PROPOSED PLANS & DISCUSSION:** *Marcel Gisquet* reported he had met with Dave Cotton (architect) in Newfane relative to building plans for the Town garage in Winhall. Cotton showed Gisquet sets of plans for two town garages- one from the Town of Wilmington and the other from the Town of Townshend; the Selectboard had visited those sites previously and were positively impacted by what they saw. Gisquet reviewed the plans, noted the differences and similarities, discussed design, layout & site plans, and needs specific to Winhall. The Selectboard agreed they needed plans before they could move forward and bid out the project. (Note: insurance covered the plans.) Other discussion relative to the Winhall Town Garage included tanks above ground, metal versus wood structures, septic system, where to place the existing garage not damaged by the fire, hiring an engineer, interested contractors, long term planning, and cost. Continued discussion included engineering proposals from Engineering Venture and Cole Engineering & Construction. After review, *Schwartz made the motion awarding Engineering Venture the engineering job at the Town garage at a cost of \$9,500; second by Oakes; unanimous.* The Selectboard authorized Bob Oakes to sign the contract.

**HIGHWAY & ROADS: REPORT:**

1) Kimball reported he would replace the culvert at the entrance of the Mountain School when school was out for the summer. He reported Town Truck #1 was in the process of getting repaired which included a new roof and seats, new paint and new mirrors.

2) Kimball reported Chaves was planning to install a drain across a section of French Hollow Road near Glendon Hills Road. The Selectboard agreed Chaves would have to get a permit from the Town for work in the Town right-of-way.

3) Kimball reported Fuller would start paving by the middle of June; Culverts had been cleaned; signs were missing; discussion followed.

4) Kimball reported he had met with Better Back Roads to discuss funding projects in Winhall. Big projects included replacing a large culvert in a stream on Todd Hill Road; the estimate from Chaves to do the work was \$160,000; a second culvert on Raspberry Hill would cost \$150,000. Smaller projects included re-banking on Upper Taylor Hill, Kendall Farm, and Signal Hill Road(s).

5) Kimball reported it would cost \$6,150 per month to rent an excavator to ditch Town roads. The Selectboard asked Kimball to get a price from Chaves to compare.

6) Next Kimball commented on the "Highway Summer Operations Plan" project & time sheets; discussion followed.

7) Stark reported that VTrans was requesting that Winhall take back maintenance of Tollgate Road to New Ireland Road approximately .4 miles. If Winhall took over the .4 miles, the State was willing to repave that portion at no cost. The Selectboard did not like the idea of taking over the road, but the Town most likely would not have a choice. They agreed to contact the Town of Manchester and see if they would plow that portion of the road since they were in the area anyway.

**TRANSFER STATION REPORT:** Bushee reported they planned to jack up the oldest compactor and have it repaired and keep it operating for the summer until the new layout for the Town garage was decided. Then the Selectboard would revisit the compactor and its location.

#### **FACILITIES REPORT:**

**Town Hall:** Bushee reported Scott Wilkins had replaced rotted fascia boards at the Town Hall; more work was required on the police side. Bushee would get a price from Wilkins for other trim which needed repair; Wilkins' suggestion was to take down all unnecessary gutters. Bushee reported he had replaced the flags at the Town Hall and would get bark mulch.

**Fire Station:** Bushee reported the fire station needed a new outside sensor for lights; he would take care of the problem.

**School:** Bushee reported there were mouse problems at the Mountain School; he would clean up the mess and put out mouse traps. The Skateboard gate was off its hinges re: break-in; Bushee had repaired it. The Selectboard agreed to leave the gate open during the summer to cut down on vandalism and break in's at the Skateboard Park. Bushee reported he had received an Email from Christy Mackenzie re: water testing at the school; the Town is responsible for it. Also teachers wanted to paint classrooms; she also talked about flower plantings in the front. The Town maintained the outside; however, if the school wanted to put in their own plantings they would have to pay for and maintain it. Bushee reported he would check out the playground equipment at the school to make sure it was in good repair and safe.

**Library:** Bushee reported there was money in the budget for this year to paint the Winhall Library; discussion followed about safety of the Library front steps and the concern about slipping and falling. When the Library developed an RFP they should include the steps as well as the painting; discussion followed about repairing the steps and residing the Library one wall at a time.

**Other:** Bushee reported he had signed contract(s) for Bentley generator maintenance and for elevator inspection at the Town Hall.

**OLD BUSINESS:** After review, the Selectboard awarded MSK Engineers the job to dig test pits, etc. on the Chapin lots owned by the Town of Winhall for a price of \$800; *motion by Oakes; seconded by Schwartz; unanimous.*

**NEW BUSINESS:** Jackie Dill (Beautification Committee) was asking for funds to rehab the sitting/grass area across from the Old Town Hall. After discussion, the Selectboard agreed to wait until they decided what to do with the building. Blanchard would contact Dill and let her know the Board's decision.

**ADMINISTRATIVE: REPORT:**

1) After review, the Selectboard signed the Stop Sign and Traffic Control Ordinance; Parking Ordinance; and Speed Limit on Town Roads Ordinance; *motion by Blanchard; seconded by Oakes; unanimous.*

2) After review, the Selectboard signed a "Grant of Temporary Rights" for VTrans relative to repairs of bridge #47 on Route 30 and using Old Route 30 as an alternate route; *motion by Oakes; seconded by Schwartz; unanimous.*

**PAYORDERS:** After review, the Selectboard approved payorder #21 as presented; *motion by Blanchard; seconded by Schwartz; unanimous.*

**PAYROLL:** After review, the Selectboard approved payroll #19 & 20 as presented; *motion by Schwartz; seconded by Blanchard, unanimous.*

**APPROVAL OF PAST MEETING MINUTES:** After review, the Selectboard approved the minutes of May 6 & 14, 2014 as presented; *motion by Oakes; seconded by Schwartz; unanimous.*

**EXECUTIVE SESSION:**

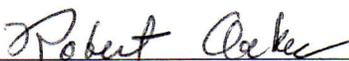
At 7:30 PM the Selectboard voted to go into executive session to discuss personnel matters; *motion by Oakes; seconded by Blanchard; unanimous.* At 8:00 PM the Selectboard voted to come out of executive session; *motion by Oakes; seconded by Blanchard; unanimous.* As a result of the personnel discussion, the Selectboard decided that in the best interest of the town, the Selectboard will terminate Randy Kimball's employment. Blanchard and Oakes to meet with him and notify him of termination on May 27.

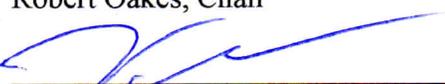
**ANNOUNCEMENT & CORRESPONDENCE:** (Review)

As there was no other business, the meeting was adjourned at 8:10 PM; *motion by Oakes; seconded by Schwartz; unanimous.*

*Blanchard*

Lucia Wing, Secretary  
Winhall Selectboard

  
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Robert Oakes, Chair

  
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William Schwartz, Vice-Chair

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Steve Blanchard, Member