

**Town of Winhall Selectboard**  
**Meeting Minutes for Wednesday, June 18, 2014**

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

**ABSENT:** Jeff Whitesell (WPD)

**ALSO IN ATTENDANCE:** Marcel Gisquet, Paul Belaski & David Cotton (architects), Dave Glabach, A. Wilson, Anna Boanni (Manchester Journal)

**CALL TO ORDER:** Oakes called the Selectboard meeting to order at 4:00 PM at the Town Hall.

**TOWN GARAGE: MEETING WITH ARCHITECTS:**

The Selectboard, Gisquet, architects, and members of the public met to discuss updates re: Town garage structure. Updates included: Added air compressor room; changed stairs to metal; mezzanine changed to 250 pound capability; bollards inside 6" diameter- discussion about a 7" diameter bollard; added cupola- discussion: architects felt not necessary per code- Gisquet felt cupola was needed for venting and snow purposes- Selectboard agreed to keep cupola and install gable end vents and ridge vents. They discussed the truss load relative to snow- State said 70 pounds per sq. foot if increased to 120 pounds would need larger I beam, columns, and pads; the plans show 100 pounds- engineer would analyze before making a final decision. Next they talked about insulation, how much, and where; architects felt energy efficiency was important. Selectboard agreed on an asphalt roof with guarantees-increased pitch of roof. Selectboard, etc. reviewed changes to bathroom; discussion followed about lockers in the break room. Windows were fiberglass. Doors should be metal and sound-proofed. Door #12 should not be jammed into a corner; discussion followed about keys. Next the architects presented a plumbing plan for the building. The final electrical plan was still being worked on; discussion followed about the number of sensors versus fewer. They discussed roofs over the doors, a fire alarm system, and exterior lighting. Gisquet brought up ceiling fans, electrical outlets and where, location of electrical panel in the mechanical room, bolster walls in rooms, and make stairs 4 feet. Continued discussion included bevel into and size of depressed area to accommodate trucks and grader- agreed to 4 ft. by 25 ft. Dryden asked what would chains do to the concrete floor- a sealer was proposed- also strength of concrete.

As a safety precaution, Gisquet felt fencing the site during construction was a good idea; the Selectboard concurred. Discussion followed about what to do with the existing 4 bay garage; it would cost as much to move the building as to construct a new one. Stark reported that State inspections including an asbestos inspection would be required to demolish the burned garage.

**PUBLIC COMMENTS:** *Dave Glabach & A. Wilson* came to comment on the Lower Taylor Hill Bridge. Glabach stated that a large amount of grant money was available through the State; discussion followed concerning safety issues, cost, bridge report from VTrans stating the bridge was limited to 6,000 pounds, applying for a grant, and the Selectboard's reasons for closing the bridge. The Selectboard would explore grants with the Town Administrator.

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

**HIGHWAY & ROADS REPORT:** Dryden reported that Old Route 30 would be used as a bypass by the State for bridge construction; the Selectboard responded that the State would be responsible for maintaining the road. Dryden asked about researching a rotary air compressor for the Town garage and the echo factor in the proposed new garage building. Conversation ensued relative to “Ice Be-gone” and the product thickening up. Dryden reported he needed to purchase three culvert pieces for the Town roads; the Selectboard asked him to go ahead and buy what he needed and make the culvert repairs. He asked about signs giving drivers a “heads up” about road closures. Dryden reported he would start applying calcium chloride to Town roads. Dryden asked about a computer for time cards, weekly reports, etc. Stark would provide a computer. Discussion followed about getting WIFI at the Town garage or an alternative. Dryden mentioned that Town road signs were missing along with private road signs. Next they discussed salt, cost, and where to get it before winter. Blanchard thought about 900 tons were required. Paving shoulders were finished re: Fuller Sand & Gravel. Dryden also mentioned road striping; the State was responsible for striping. The Selectboard delayed awarding a contract for sand and gravel until Blanchard returned from vacation.

**TRANSFER STATION REPORT:** Bushee reported there were two bids for a new compactor one from Maguire and one from Tam. Bushee had researched recycling paint and what was required of the Transfer Station; discussion followed. Bushee reported he had ordered totes for food scraps; totes would eventually be mandated by the State. He reported that the State now mandated battery recycling; he would get specs.

**FACILITIES REPORT:**

Town Hall: Bushee reported Scott Wilkins had replaced the rotted fascia boards at the Town Hall including the police side. Bushee had also discussed the air conditioning situation.

School: Bushee reported he had ordered and installed pine chips for the play area; he had fixed a loose hinge; Christine Fayette had asked about a secure buzz-in system for the main door. Vermont Mechanical had worked on the heating units; the filters needed to be looked at and repaired where necessary. Oakes reported that the back patio needed to be cleaned. Bushee would order a portable bathroom for the skateboard area.

Library: Bushee reported the steps at the Library had been repaired.

**OLD BUSINESS:** Stark reported that MSK Engineers had dug test pits, etc. on the Chapin lots owned by the Town of Winhall; they would send Stark the report. Jack Schwartz, a resident on Short Road, had asked that his corner pin be reset.

**NEW BUSINESS:** (None)

**EXECUTIVE SESSION:** At 6:35 PM the Selectboard voted to go into executive session to discuss contractual matters; *motion by Oakes; seconded by Schwartz; unanimous.* At 6:50 PM the Selectboard voted to come out of executive session; *motion by Oakes; seconded by Schwartz; unanimous.* Out of executive session the Selectboard agreed to hire ServPro of Bennington and Rutland Counties for custodial services at all municipal buildings (not the school) for an annual cost of \$31,267 along with a one year contract; *motion by Oakes; seconded by Schwartz; unanimous.*

**ADMINISTRATIVE: REPORT:**

1) Financials were available for review.

2) The Selectboard reviewed the letter to Elizabeth Bell on Benson Fuller Road re: culvert and made some changes. Stark would revise the letter.

3) Stark commented that the Town Hall was getting a fair amount of walk-in bathroom traffic; discussion followed. Oakes suggested a portable bathroom in the parking area which the Town owned across from the Winhall Market.

4) The Selectboard approved and signed the Clerk of the Works contract; ***motion by Oakes; seconded by Schwartz; unanimous.***

**PAYORDERS:** After review, the Selectboard approved payorder #23 as presented; ***motion by Oakes; seconded by Schwartz; unanimous.***

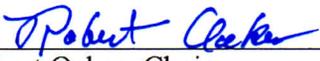
**PAYROLL:** After review, the Selectboard approved payroll #23 & 24 as presented; ***motion by Schwartz; seconded by Oakes, unanimous.***

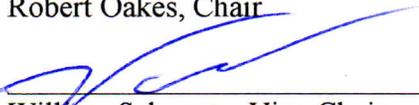
**APPROVAL OF PAST MEETING MINUTES:**

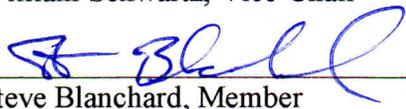
After review, the Selectboard approved the minutes of May 21, June 4 & June 6, 2014 as amended; ***motion by Oakes; seconded by Schwartz; unanimous.***

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

  
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Robert Oakes, Chair

  
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William Schwartz, Vice-Chair

  
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Steve Blanchard, Member