

**Town of Winhall Selectboard  
Bondville, Vermont 05340  
Meeting Minutes for Wednesday, September 18, 2013**

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

**ABSENT:** Jeff Whitesell (WPD), Steve Blanchard

**ALSO IN ATTENDANCE:** Dave Glabach (Health Officer), Mike Chenette (Santec Consulting), Mark Sargent (AOT), Jess Rizio

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

**INFORMATIONAL MEETING: CULVERT REPLACEMENTS ON ROUTE 30:** Mike Chenette and Mark Sargent came before the Selectboard to give a presentation regarding two culvert replacements on Route 30. Two culverts would be replaced- one at Bridge #47 located across from Old Route 30 and the other at Bridge #52 located just before the intersection of Routes 11 & 30. Chenette stated that the culverts were old and rusted and would be replaced with box culverts; he showed maps, pictures, and locations of the culverts. Chenette went on to say that they would have to replace a utility line along Old Route 30 which might happen by the fall; he commented the stream course would remain unchanged. Other discussion included easements; State permits from the ANR; potential reconstruction of Route 30; traffic control to include traffic lights and one-way roads; and amount of earth work. Chenette finalized the presentation by stating the Agency of Transportation would meet with property owners to discuss potential property impacts; the preliminary plans were complete; they would develop the final plans including contract bid plans and advertisements for construction. Chenette felt sure that construction would start in the spring/summer of 2014.

**PUBLIC COMMENTS:** (No comments)

**HEALTH OFFICER REPORT:** Glabach commented on the sewer project at #5 North Branch Road. The Selectboard granted an access/right-of-way permit for that location. Glabach commented on two driveways that encroached on Town roads; ditching and water run-off were key to driveway maintenance.

**HIGHWAY & ROADS REPORT:**

1) Kimball reported he had contacted Fuller to remind him the shoulder work on the new paving on Winhall Hollow Road had not been done. Kimball updated the Selectboard relative to the culvert replacement on French Hollow Road; discussion followed regarding how the culvert would be paid for; there was no payment plan in the contract; the Town Administrator would look into the contract. Kimball reported Jackie Dill had asked about sprucing up the beautification area across from the Old Town Hall. The Selectboard responded- minimally.

2) After review, the Selectboard approved an access/right-of-way permit for David Rosini, #5 North Branch Road; approved replacing a culvert for Greg Hasaj, #40 Cranberry Hill Road; and approved access/right-of-way permits for Winhall Partners, #57 Ravenwood and #8 Ravenwood off Winhall Hollow Road; *motion by Oakes; seconded by Schwartz; unanimous.*

3) Kimball reported on the parking lot paving at the Town Hall which the Selectboard agreed to table until Marcel Gisquet was present to inform them of the specifics of the paving contract especially curbing. Casella reported his trucks were having difficulty removing the dumpster from the rear of the building. Kimball reported that Blanchard had discouraged hydro seeding the parking area. Kimball would put regular grass seed down and rake it in; Bushee would help out. Other discussion included installing a Park & Ride sign and a Stop Sign at the exit.

4) After review, the Selectboard signed the L & D Safety Marking Proposal; *motion by Oakes; seconded by Schwartz; unanimous.* The Selectboard asked the Town Administrator to look into language for the access/right-of-way permit application. Oakes suggested a special meeting to come up with improved language including a fee structure. Oakes questioned Kimball about putting stone in the ditch on Ameden Road; the road was very narrow.

**TRANSFER STATION REPORT:**

Bushee reported the box had been pulled, tipped on its side, and would be repaired; it practically new. Bushee updated the Selectboard that Casella had been awarded the contract for electronic recycling. Steel prices had dropped; hazard waste days would not be in Winhall this year; the Transfer Station now had an e-mail address thanks to the Town Administrator. Oakes reported they had found a suitable location for the bottle shed at the Mountain School.

**BUILDINGS REPORT:**

Grounds/Friedman Field/Skate Park: Ferguson reported Bill Kapusta was scheduled to repair the skate park tiles and cracks in the walls; Scott Senecal had been contacted to clean up the baseball diamond.

New Town Hall: Ferguson reported that Wilkins had come up with an estimate for repair of a soffit and window trim which was rotten; the A/C units in the police department failed; Sparky had replaced the blown fuses; discussion followed. Ferguson would get prices for phase protectors installed for both AC units to prevent brown outs and surges. GSK was scheduled to do the annual maintenance on the boiler. Steve Brown would re-hang the flag pole lines; the Rick Hube plaque was ready to install; they would have to find a large stone to put it on.

School/Community Center: Ferguson reported the screens had been repaired and the painting finished; it looked good. She reported that Adams Lock was unable to install the old code door hardware on the MPR door facing the skate park; it was still jamming up. The door would eventually need to be replaced.

Cemeteries: Ferguson reported that Mark Shea had not started the cemetery renovations.

Library: Ferguson reported that she was working on touch up painting around the new windows at the Library.

Fire Station: No report

Other: Ferguson and the Selectboard discussed winter maintenance; it should go out to bid soon. Oakes asked Ferguson about the possibility of shoveling the Town Hall this winter; she should ask Bushee to help out.

**OLD BUSINESS:** No report

**NEW BUSINESS:** No report

**ADMINISTRATIVE REPORT:**

1) Stark informed the Selectboard that the financial reports were ready. The Selectboard would review. Discussion followed about the bituminous reserve fund. The Selectboard would use some of the reserve fund to pay for paving the Access Road. Stark reported the Mountain School had made both lease payments, and Stratton Corporation had made the payment re: Law Enforcement Services Contract between Stratton Corporation and the Town of Winhall for police services. Stark also mentioned the Municipal Reserve Fund and what potentially the funds could be used for.

2) The Selectboard signed E & O Certificates for Osvaldo Brito and Mary Hitchcock Hospital/Peck to adjust their assessed value.

3) VLCT Memo & Draft Policy; the Selectboard would review it.

4) The Selectboard signed the paperwork cancelling McCarthy's credit card and authorizing Stark's use. Stark updated the Selectboard with her meeting with Peg Lochner re: health insurance; discussion followed about switching to MVP now. Stark would review the three options; discussion followed about setting up an HRA fund for employees. The Selectboard wanted to have a health plan similar to what they had now.

5) Stark questioned the Selectboard about Thanksgiving turkeys and hams; the Winhall tradition would continue.

6) Stark reported that Winhall had received a \$10,000 and \$4,000 grant from Better Back Roads. \$10,000 was earmarked to help improve Old Snow Valley Road; \$4,000 was earmarked to hire the Windham Regional Commission to provide a mapping inventory for road culverts and culvert replacement in Winhall; they were the only source to do this. After review, *Oakes made the motion to waive the Winhall purchasing policy relative to spending the above grant funds and that the Old Snow Valley Homeowners Association would handle their own purchasing; seconded by Schwartz; unanimous.*

7) At the request of the Animal Control Officer, Stark mentioned dog issues at the snowmaking pond on lands owned by Stratton Corporation; discussion followed about the recreational uses at the snowmaking pond. The Selectboard would bring it up at the next meeting.

**PAYORDERS:**

After review, the Selectboard approved payorder #6 as amended; *motion by Schwartz; seconded by Oakes; unanimous.*

**PAYROLL:** (No payroll)

**APPROVAL OF PAST MEETING MINUTE(S):**

After review, the Selectboard approved the minutes of September 4, 2013 as presented; *motion by Oakes; seconded by Schwartz; unanimous.*

**ANNOUNCEMENTS/CORRESPONDENCE:**

- VT DEC Letter/Permit re: Estate of Lynn Capen
- US Army Corps of Engineers Letter

As there was no other business, the meeting was adjourned at 8:00 PM; *motion by Oakes; seconded by Schwartz; unanimous.*

Meeting minutes respectfully submitted by,

Lucia Wing, Secretary  
Winhall Selectboard

  
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Robert Oakes, Chair

  
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Bill Schwartz, Vice-Chair

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Steve Blanchard, Member