

**Town of Winhall Selectboard
Bondville, Vermont 05340
Meeting Minutes for Wednesday, October 16, 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: Anthony Summers (Brattleboro Development Credit Corp.), Matt Beck, Beck Engineering

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

PUBLIC COMMENTS: BRATTLEBORO DEV. CREDIT CORP.:

Anthony Summers came before the Selectboard to talk about his company, Brattleboro Development Credit Corporation, which was a private, non-profit; the overall goal was to improve the economy of southern Vermont. The companies' immediate mission was to strengthen local small businesses through collaboration and promotion along the Route 30 corridor. Summers explained the company often partnered with the Windham Regional Commission on projects, especially in an effort to better grow small businesses and get businesses in touch with each other. The Selectboard suggested that Summers get in touch with the Planning Commission for a presentation.

HEALTH OFFICER REPORT: (No report)

HIGHWAY & ROADS REPORT:

- 1) Kimball reported that a homeowner had reported that the Vermont Haunts road sign had been taken; it was a private road sign. The homeowner had asked the Town to replace the sign. Kimball commented this was the third time the sign had been stolen. The Selectboard agreed they did not want to pay for replacing the road sign and asked Kimball to inform the individual.
- 2) Kimball reported the French Hollow Road culvert project was almost finished; they were within two feet of connecting the road over the culvert. Kimball stated they could temporarily open the road but would have to put up barriers on either side of the culvert until the guard rails had been installed.
- 3) Kimball reported that approximately 75% of Town culverts were in poor condition as mapped by the current culvert inventory survey. Kimball discussed two of the culverts which especially needed work-one was in Winhall Acres which crossed Winhall Hollow Road and was partially in the pond; a question was who was responsible for the repairs. The other culvert was at the end of Snow Valley Road and crossed Route 30. There were other culverts which the survey had discovered which were buried deep and most likely clogged. The Selectboard would need to budget money for culvert replacement and repair; grant money would be available. Kimball would keep track of the culverts on his new computer.
- 4) Kimball reported striping was complete on Winhall Hollow Road and the Access Road. The "Low Shoulder" signs belonged to Fuller. The Selectboard discussed the status of Slade Road which the Town plowed. The Selectboard would review further.
- 5) The Selectboard discussed a paving payment plan for the Access Road. The Selectboard agreed that the Town of Winhall would pay the entire paving bill to Fuller and would get reimbursed by Stratton.

Stark would send the bill to Stratton Corp. for ½ of the paving cost for the upper portion of the Stratton Mt. Access Road.

6) Kimball and the Selectboard discussed winter road maintenance. They discussed road pre-treatment methods and which products to use. Kimball would contact other towns to see what they used; he also planned to attend a seminar.

7) The Selectboard discussed the storage space at the Town Garage and moving police and Town records to the Town Hall.

TRANSFER STATION: REPORT:

Bushee reported that the end overhead door needed repair. The bottle shed was ready to be moved to the school. Hal Coleman had replaced the rails on one of the boxes. Bushee updated the Selectboard on electronic recycling per an e-mail from the Agency of Natural Resources; he would have more information to share at a later meeting. Transfer Station permits were in the process of being renewed. Bushee would have financial numbers for the next meeting.

MATT BECK: FRENCH HOLLOW CULVERT: REPORT:

Matt Beck came before the Selectboard to give an update on the culvert project on French Hollow Road. Beck submitted photos showing the new culvert, wings, and headers. The road had been replaced and could now handle traffic. They would put up temporary barriers on either side of the culvert until they could install guard rails. Beck and the Selectboard discussed the second culvert replacement on French Hollow Road and agreed it would be a good idea to come up with an outline along with an estimate of cost(s).

BUILDINGS REPORT:

Grounds/Friedman Field/Skate Park: Ferguson reported she had received a quote of \$4,263 from Dirty Diamonds for maintenance of the baseball infields. The Selectboard noted the baseball field was hardly ever used. Oakes suggested let the infields go to grass. The Selectboard asked Ferguson to work up a proposal. She would work with Blanchard and Stark to come up with a job description for the baseball diamond.

New Town Hall: Ferguson reported that Wilkins had come up with an estimate of \$1,100 for repair of a soffit and trim around the windows which were rotten. He would use primed pine for the trim. Ferguson would be receiving a quote for upstairs air conditioning. It was recommended the Town buy a circulator as well. The Flags were up.

School/Community Center: Ferguson reported that the MPR door facing the skate park was finally in good shape and working well. A master key operated all the doors. Ferguson reported she was getting calls from the alarm monitoring company who stated they were getting a low battery signal. She would investigate.

Cemeteries: No report

Library: No report

Fire Station: Ferguson reported there would be a site visit to look at storage/solar heat at the Fire Station.

Other: Stark had revised a winter maintenance schedule including plow times; it was ready to go out to bid. Ferguson would perform the winter shoveling duties. Two bike racks would be delivered to the Town- one to the school; one to the Town Hall re: grant; discussion followed about where they should go.

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

OLD BUSINESS: No report

NEW BUSINESS:

Will Schaffer had resigned his position (with thanks to the Town) on the Windham Regional Commission; the Town would advertise for another candidate. Oakes asked to buy the laptop which was used by Dennis McCarthy; he offered \$200. The Selectboard responded that Oakes should keep using it for personal matters until it was no longer operable; payment was not necessary.

ADMINISTRATIVE REPORT:

1) Stark discussed the financial report process. The Selectboard discussed year-to-date numbers versus actual numbers, and grant line items; some of it seemed confusing. The Selectboard would like to meet with the Town Treasurer for further clarity and explanation. Coleman would like the Selectboard to discuss a policy re: refunding State imposed fines when Form 122- Home Declarations were filed late. Stark would find out more information from Coleman.

2) Stark had spoken to Chief Whitesell re: Town speed limits @ 25 mph. Per the traffic ordinance February 1, 2001, most development roads had been approved for 25 mph. However, most of the development roads had no "25 mph" signs posted. Discussion followed and included where to post the signs and who should post them. Before doing anything, the Selectboard would review the ordinance and the list of roads @ 25 mph.

3) Next there was discussion about ordering a mail box at the entrance of the Town Hall.

4) The Selectboard authorized Stark to order small office and directional signs for inside the Town Hall.

PAYORDERS:

After review, the Selectboard approved payorder #8 as presented; *motion by Schwartz; seconded by Oakes; unanimous.*

PAYROLL:

After review, the Selectboard approved payroll #37, #38, #39, #40, #41 & #42 as presented; *motion by Schwartz; seconded by Oakes; unanimous.*

APPROVAL OF PAST MEETING MINUTE(S):

After review, the Selectboard approved the minutes of October 2 & 8, 2013 as presented; *motion by Oakes; seconded by Schwartz; unanimous.*

EXECUTIVE SESSION:

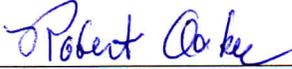
At 8:20 PM the Selectboard voted to go into executive session to discuss personnel matters; *motion by Oakes; seconded by Schwartz; unanimous.* At 8:45 PM the Selectboard voted to come out of executive session; *motion by Schwartz; seconded by Oakes; unanimous.* No decisions were rendered.

ANNOUNCEMENTS/CORRESPONDENCE:

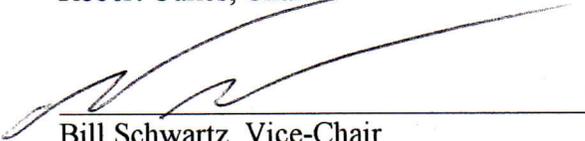
- VT DEC letter/permit for Stapen

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

Meeting minutes submitted by,
Lucia Wing, Secretary
Winhall Selectboard



Robert Oakes, Chair



Bill Schwartz, Vice-Chair



Steve Blanchard, Member