

**Town of Winhall Selectboard**  
**Meeting Minutes for Wednesday, December 23, 2015**

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

**MEMBERS OF THE PUBLIC:** Patricia Stanley, Chris Giuseppe

**CALL TO ORDER:** Oakes called the meeting to order at 5:00 PM at the Town Hall.

**PUBLIC COMMENTS:** (None)

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

**TRANSFER STATION REPORT:**

Bushee reported he had opened the Transfer Station on a Wednesday (usually closed) to organize the facility for the winter months. Bushee planned on upgrading the signage for the Transfer Station bins. Bushee explained the metal bin which had been making good money- now wasn't; in fact it was costing the Town money to take the metal away. He adjusted the budget to compensate for it.

**FACILITIES REPORT:**

Bushee reported the lights along the bridge in Bondville were now functional. The propane tank at the former Town Hall has to be repaired and will be using temporary tanks to heat the building. The Town had purchased a vacuum cleaner for Laura Gianotti who would clean the newly established Community Center in addition to the monthly cleaning service. Bushee reported the cemetery stonework was finished along with cleaning and up-righting the stones; he stated the stones "looked amazing" especially on South Road. He reported he had used funds from the cemetery accounts per the Selectboard. Coleman mentioned the Selectboard was considering writing a Cemetery Policy. The Selectboard reviewed a policy submitted by the Town Administrator; discussion followed. They would table discussion relative to approving a policy until the following meeting. Bushee reported the water cooler at the Town Hall was fixed. He would also repair the fan at the Town Hall.

**BUDGET DISCUSSION:**

Next the Selectboard discussed changes to the proposed budget including appropriations to the Londonderry Rescue Squad versus appropriations to the Manchester Rescue Squad. The Selectboard agreed to raise Londonderry's appropriation from \$5,000 to \$6,000. Other conversation relative to budget items included VLCT insurance; cutting the paving budget by \$100,000 (Winhall Hollow to be paved in two phases); Winhall could apply for a grant this year; set aside funds for sidewalk improvements; add funds for security cameras at the Town garage; add some money for school maintenance; discussed salt shed reserve fund; discussed municipal building reserve fund; and approved added hours for the zoning administrator. The SB also talked about the police budget and agreed not to hire a new fulltime officer; instead they would authorize Chief Whitesell to increase current part-timers' hours; discussion followed about hiring part-time officers who lived closer to Winhall. The Selectboard also discussed increased funding for rescue supplies and medical equipment. Overall the municipal tax appeared slightly less than the previous year.

**HIGHWAY & ROADS REPORT:**

1) The Selectboard reviewed additional language to section 5.04 of the proposed Town of Winhall Highway Policy relative to drainage (per Marcel Gisquet). The Selectboard questioned section 4.16-

“Intersections.” The last paragraph seemed somewhat confusing and needed further clarification. The Selectboard also discussed section 5.04- “General Standards”- seventh paragraph- 15 inch culverts located under driveways were ok if the water drained onto the owner’s property. If the culverts drained onto Town Highways they needed to be 18 inches.

2) After review, the Selectboard approved a 911 number for the new solar project in Winhall #40 Black Cherry Ridge Road off Kendall Farm Road; *motion by Oakes to approve; seconded by Schwartz; unanimous.*

**ADMINISTRATIVE:** Stark reported she had submitted financials for the Selectboard’s review.

**CORRESPONDENCE:**

1) Correspondence included a request from Timberline Running Event(s) to use the Town garage for parking on 6/12/16. The Selectboard would require Timberline to not paint arrows on the road which were difficult to remove and they *must* remove all direction signs after the event.

2) The State had issued a Wastewater Permit for the two (2) Chapin lots on Lower Taylor Hill Road.

3) After review, the Selectboard authorized Bob Oakes to sign the “Close Out Agreement” with the National Forest re: Read Road; *motion by Schwartz; seconded by Oakes; unanimous.*

**PAYORDERS:** After review, the Selectboard approved payorder #12/9/15 and #12/23/15 as presented; *motion by Coleman; seconded by Oakes; unanimous.*

**PAYROLL:** After review, the Selectboard approved payroll December 4<sup>th</sup>- bonuses and #49, #50, #51 & #52 as presented; *motion by Oakes; seconded by Schwartz; unanimous.*

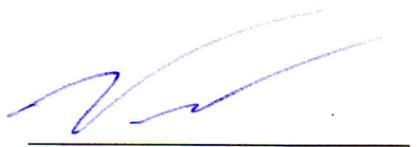
**APPROVAL OF PAST MEETING MINUTES:** After review, the Selectboard approved the minutes of November 18 & 21 and December 2, 2015 as presented; *motion by Oakes; seconded by Schwartz; unanimous.*

**EXECUTIVE SESSION:** At 6:45 PM the Selectboard voted to go into executive session to discuss personnel and contractual matters; *motion by Coleman; seconded by Schwartz; unanimous.* At 7:15 PM the Selectboard voted to come out of executive session; *motion by Oakes; seconded by Coleman; unanimous.* No decisions were rendered.

As there was no other business, the meeting was adjourned at 6:55 PM; *motion by Schwartz; seconded by Oakes; unanimous.*

Meeting minutes submitted by,  
Lucia Wing, Secretary  
Winhall Selectboard

  
Robert Oakes, Chair

  
William Schwartz, Vice-Chair

  
E. Stuart Coleman, Member