Windham Select Board

Regular Meeting

March 21, 2016

Present: Frank Seawright Chair

 Kord Scott Selectman

 Maureen Bell Selectman

 Kathy Scott Assistant Town Treasurer

 Peter Chamberlain Town Treasurer

 Bob Bingham Planning Commission

 Jerry Dyke Resident

 Alison Trowbridge Select Board Clerk

Meeting called to order at 6:29 pm by Frank Seawright.

1. **Announcements:** The Board received notice that 10,708 copies of Doyle’s Town meeting survey were returned statewide. The Great Meadows grant meeting is on Thursday, March 24. FEMA procurement training class will be held on 4-26 in Wilmington and peter expressed interest in going. Maureen reported theft from her mailbox last week.

2. **Additions/Deletions to the Agenda**: Maureen volunteered to set up a google Selectboard calendar.

3. **Public Comment**: Jerry promised to be nice to Maureen.

4. **Minutes of March 7, 2016:** Kord made a motion to approve the minutes of March 7, 2016, as presented. The Board voted all in favor.

5. **Appointments:** Michael Simonds would like to be the Town Energy Coordinator, Imme would like to be the Emergency Management Coordinator, Walter Woodruff was appointed Tree Warden and Carolyn Partridge would like to continue as the Windham Regional Commission Representative. The Board approved these appointments and signed the appropriate appointment forms. The Board would like all appointees to receive copies of their job duties as specified by VLCT on their website. Alison will send these along with the appointment forms to the appointees.

6. **White Road Culvert Replacement:** The Board reviewed the bids for the White Road culvert. See the attached graph. The Town’s consulting engineer thought the lower price bid of $47,002 by Wesley Ameden was close to what he thought the project would cost. Kord made a motion to accept the bid and sign the contract for them to complete the work. The Board voted all in favor.

7. **Roads Report:** The road crew is dealing with the changeable weather. The roads are too soft to drive on with heavy equipment. As soon as the roads dry out they will start with grading and ditching.

**Road Software Report:** (see attached) The Board reviewed a report generated by the road software program. The road software can track hours the crew spends doing various tasks, the number of hours equipment gets used and by which crew member.

**Request for Bids**: Paving request for bids project for Horsenail and White Roads as well as 3000’ of Windham Hill Road by Lawrence 4 Corners has been mailed out and responses are due April 4.

8. **Treasurer’s Report:** Peter handed out a copy of the sand and salt usage report comparing last year’s and this year’s use of salt. Josh has been trying to use more sand and less salt because sand is cheaper. (See attached report.)

**Schedule of Significant Income & Expenses:** Peter distributed a report of significant income and expenses (see attached.) $657,000 is the anticipated amount for the road work (repaving and White Road culvert) scheduled and this will be reimbursed by the State after the work is done. This might be manageable without a loan.

9. **Old Business**: The Board has not heard from Shalom Stevens who was sent a second letter, this time by certified mail, on March 9 regarding her house in South Windham. The Board will review the new Town Hazardous Building Ordinance at the next meeting and will come up with a plan then.

10. **Correspondence and Pay Orders:** The Board opened mail and reviewed and signed pay orders. The Board reviewed a letter from Steven Ankuda, representing the Seamans on Edson Drive, stating any Town employee must contact him before going onto the property.

11. **Heavy Weight Permit Applications**: The Board reviewed heavy weight applications from Carleton, Plimpton Excavating and Hutch Crane and Pump Rental Corporation. Carleton’s application was declined and Alison will put together a form letter summing up how the Board will address heavy weight vehicles which weigh in excess of 80,000 lbs and email it to the Board.

12. **Access Permit Applications:** Access permit applications were received from Quinn and Christiansen. These will be reviewed by Josh and Kord.

13. **Request from Leland and Gray:** Kathy conveyed a request from Leland & Gray’s Project Graduation. The Board will review the letter that Kathy will forward at the next meeting.

14. Motion to Adjourn: Maureen made a motion to adjourn at 8:05 pm.

Meeting adjourned at 8:05 pm.

Date Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Select Board Clerk: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_