

Windham VT Selectboard Meeting Minutes
March 2, 2020 Regular Meeting

Present:

Maureen Bell, Selectwoman	Peter Chamberlain, Selectman
Kord Scott, Selectman	Dawn Bower, Various Commissions
Joyce Cumming, Selectboard Clerk	Tom Johnson, Energy Commission
Louise Johnson, Meetinghouse Committee	Kathy Jungermann, Auditor
Bob Bingham (arrived at 5:48 p.m.)	Kathy Scott, Treasurer (arrived at 6:45 p.m.)

Call to Order

Maureen called the Selectboard Meeting to order at 5:34 p.m.

Additions to Agenda/Announcements/Reminders

Maureen announced that she spoke with Marcia Clinton and Marcia happily agreed to continue serving as the Town Health Officer. Maureen and Marcia completed the Recommendation Form for Town Health Officer received from the Vermont Department of Health (see attached). The Town Health Officer is a state-appointed position with recommendation solicited from the Selectboard. Joyce will mail the paperwork back to the State.

Maureen noted that Vermont Forests, Parks and Recreation (VFP&R) has decided against developing overnight lodging at Lowell Lake State Park at this time. This decision was reached following concerns raised by Lowell Lake Concerned Citizens. Residents of Windham and Windsor counties as well as conservation commissions in the towns of Londonderry, Windham and Weston were actively involved in efforts to protect Lowell Lake. VFP&R will focus instead on implementing day use infrastructure improvements (see attached article).

Kord requested the addition of discussion on posting unpaved roads.

Act on minutes: February 17, 2020 Regular Selectboard Meeting

Motion: To accept the minutes of the February 17, 2020 Regular Selectboard Meeting as submitted—moved by Maureen—all in favor.

Public Comment

There was no Public Comment.

New Business:

Review Unpaving webinar and Heavyweight Permit Workshop

Maureen reported that the unpaving webinar was informative. Roads that see traffic of 150 or more cars daily are not recommended for unpaving. The Selectboard had considered unpaving a section of Windham Hill Road but ultimately decided against it. Many rural roads were paved in the 1970s and 1980s when it was less expensive to pave. The heavyweight permit workshop was also useful. Roads coming into Windham are posted. Kord noted that the 24,000 lb. weight limit can apply to small trucks depending on the load. Portable scales for

weighing vehicles are available through the DMV but there are just a few employees in southern Vermont trained in using the equipment. There is an enforcement number to call. The problem of repetitive truck traffic was noted last year by Imme. Even with enforcement measures, a truck can be held for just one hour. The Town does not have authority to stop vehicles but can request assistance from DMV. There have been complaints about thru traffic by trucks cutting from Route 11 to Route 30. The Town would need to adopt a no thru truck ordinance which can be enforced by the sheriff. Fines can be levied at an amount established by the Town. Peter will research ordinances in effect in other towns. VLCT likely has information as well. Kord noted that Windham does have a highway ordinance.

Brief discussion followed about posting unpaved roads, a concern brought up by Richard. The Town would need to adopt a resolution, post with DMV, and follow a process. Simply posting roads may deter some vehicles but the weight limits are not enforceable.

Review for Town Meeting (chairs, heat, minutes, plowing, etc.)

Maureen reported that Ginny will turn on the heat in the Meeting House before Town Meeting. Joyce noted that the heat was on when she stopped in on Sunday. The parking lot will be paved along with an additional space for the new fire truck to be displayed. Richard will join the Selectboard for budget discussion regarding roads. Mike McLaine asked the Selectboard members to arrive by 9:15 in order to prepare for elections. Mike will announce the procedure for voters for check-in and check-out. Joyce has agreed to take minutes.

Old Business:

Voter Petition for 5-person Selectboard – set date for Special Election

Maureen followed up on discussion held at the last meeting about keeping to the Tuesday format for the special Town Meeting. Mike McLaine is not available on Tuesdays during April. Discussion followed on moving the date to a Thursday in April. The date for the Special Town Meeting was set for Thursday, April 2, 2020 at 6 p.m. Maureen will post the warning.

Motion: To schedule a Special Town Meeting for Thursday, April 2, 2020 at 6 p.m. to vote on the petition to move to a five-member Selectboard—moved by Maureen—all in favor.

Paint bid specs (town office and garage)

Peter presented the specs prepared for painting projects at the Town Office (see attached). He reported that the shutters are in good condition and do not need to be replaced. Discussion followed on when to put the work out to bid and scheduling of the bid opening. The bid specs will be posted at the Town Office, the school, Meeting House, and Londonderry Hardware. A suggestion was made to include Chester Hardware as well and to share the information with any paint contractors. March 9, 2020 was determined as the posting date. Sealed bids must be submitted for a public bid opening at the Selectboard meeting on April 20, 2020. The deadline for satisfactory completion of all work to bid specifications was set at August 15, 2020. Peter will fill in the blanks, post the notices and email the completed bid specs to the Selectboard members.

After further consideration regarding the painting project at the Town Garage, Peter suggesting holding off on the painting for now. He feels it would be more prudent to focus resources on the lean-to and the concrete work. Painting can wait until next year. Sanding the surface for re-painting will need to be taken into consideration. A special paint is recommended for this project.

Survey for Broadband CUD – <http://windhamregional.org/broadbandsurvey> remind people to take it

Maureen reported that paper versions of the survey for broadband CUDs were printed out. Dave Cherry will distribute the surveys at Town Meeting if anyone needs a paper copy. Information will also be distributed about how to complete the survey online. Maureen mentioned a complaint received from Jeff Wheeler about connection problems and slow speeds. Brief discussion followed regarding the area covered by fiber optic lines. A 25% response rate to the survey is required.

The Meeting House:

Transition Update

Kord reported a delay in the transition of the Meeting House to sole ownership of the Town. Bob Fisher and Lexi Young are drafting the necessary documents and expect this to be completed by next week.

Dawn reported that the church group has begun cleaning out the building. Input was solicited from the Selectboard regarding items to keep or remove.

Louise asked whether the Selectboard needs an official request from the Meeting House Committee for funds to commence work on the Exit signs. Sparky Electric has submitted a quote for the work. Maureen noted that funds for this project were included in the Meeting House budget. If the budget is approved at Town Meeting, work can begin immediately.

Dawn also provided an update on the Friends of the Meeting House. Pete Newton is waiting to hear from the Preservation Trust about what work can be done without compromising the historical status of the building. Kord reported that he spoke with Cota & Cota about quoting propane at a competitive price. Brief discussion followed regarding a maintenance contract similar to the one for the Town Office. An annual fee is assessed and labor charges do not apply. The propane tank on the deck at the Meeting House needs to be removed and re-installed. There are also plans to replace the deck next year.

Roads:

General Update:

Kord noted the start of an early mud season.

F550 Purchase update

Kord distributed a bid tabulation worksheet developed in the process of pricing a replacement vehicle for the F550 (see attached). Dealerships included Stewarts, Formula, Claremont and Lebanon. The existing F550 has an hour meter which shows that the best option for an extended warranty is 7 years/150,000 miles/6000 hours. Based on the quotes from the 4 dealerships, Lebanon's pricing seems most competitive. After speaking with member(s) of the road crew, it was determined that the electric body cover for the bed was not desirable/necessary. The cost for this option was \$1,950 which can be deducted from the bottom line. Brief discussion followed on the Town's relationship with Stewarts vs. Lebanon which quoted a lesser amount. The bid results will be posted on the Town website. Members of the road crew will visit Newfane's Town Garage to view a vehicle with a 9 foot body. The F550 currently in use has an 8 ft. body. A different wheelbase is needed

for the 9 foot body. Another consideration is whether to opt for the extended cab or just utilize space (14 – 16 inches) between the cab and bed to install a tool box to store equipment such as chainsaw, extra fuel, etc. which would be better stored outside the cab. These and other considerations will be taken into account by the road crew and Kord before a final recommendation is provided to the Selectboard.

Letter to Jamaica Selectboard re: partnering with us when we pave the southern part of Windham Hill Road

Peter drafted a letter to the Selectboard in Jamaica offering an opportunity to partner with us when the southern part of Windham Hill Road is paved (see attached). After brief review, all members signed the letter to Jamaica's Selectboard. Kord was listed as the contact person. Joyce will mail the letter.

Traffic Study Recommendation for Burbee Pond Road (Robert Lakin)

A complaint was received from Kermit Woods regarding one of his birds being struck by a vehicle driving along Burbee Pond Road. Robert Lakin was consulted. Officer Lakin and Kord spoke with Kermit about not allowing the birds in the roadway. While Kermit was in the wrong for allowing the birds to enter the roadway, the driver (according to a witness) may have accelerated and intentionally hit the animal, which is also wrong. Since the road is not posted, the speed limit is 50 mph. Officer Lakin suggested a traffic study along Burbee Pond Road to determine if the road should be posted at a reduced speed limit. Dawn asked about the need for a traffic study if it is clear the animals should not be in the roadway. Maureen explained that if the property is considered a farm (60% of the owner's income must be attributable to proceeds from agriculture) a different set of rules apply.

Correspondence/Payroll/Bills:

A suggestion was made to move correspondence to an earlier sequence in the agenda. Many residents leave before the Selectboard reviews correspondence. The Selectboard will revise the agenda format to include correspondence under new business. Payroll and bills were reviewed and approved as necessary. Kathy Scott noted that she had received a request form Tater Hill for a W-9 form, but had refused since Tater Hill is not a vendor of the Town. Mike McLaine was asked to contact Tater Hill to explain the difference.

Adjournment

Motion: To adjourn the regular Selectboard meeting at 6:50 p.m.—moved by Kord—all in favor.

Respectfully submitted,

Joyce Cumming
Selectboard Clerk

Attachments:

- Town Health Officer Recommendation Form
- Chester Telegraph article re: Lowell Lake
- Town Office Paint Bid Specs
- F550 Bid Tabulation Worksheet
- Letter to Jamaica Selectboard re: paving