

Windham VT Selectboard Meeting Minutes  
March 1, 2021 Regular Meeting

Present via Zoom:

Maureen Bell, Selectboard Chair  
Kord Scott, Selectman  
Kathy Scott, Treasurer  
Bill Dunkel, Planning Commission  
Carolyn Rubin

Joyce Cumming, Selectboard Clerk  
Kathy Jungermann, Auditor  
Tom Johnson, Energy Committee  
Louise Johnson, Meeting House Committee  
Mike McLaine, Town Clerk

**Call to Order:**

Maureen announced the meeting and called the meeting to order at 5:32 p.m.

**Additions to Agenda/Announcements/Reminders**

Kord requested an opportunity to discuss problems with the Town trucks. Maureen agreed to add the topic after the last item of new business.

**Act on minutes from February 15 Regular Meeting and February 20 Town Meeting informational Meeting**

Motion: To accept the minutes of the February 15, 2021 Regular Selectboard Meeting and the February 20, 2021 Town Meeting Informational Meeting as submitted—moved by Maureen—Kord and Maureen in favor.

**Public Comment**

Kathy Scott reported on a pleasant conversation she had with Dave Lewis who purchased a home on Abbott Road and contacted her via Facebook to inquire about Town Meeting.

**Correspondence**

Having spoken with Mike on Saturday, Maureen reported that the only correspondence consisted of a letter from V-Trans re: road mileage. Kord noted that the letter was signed and sent back to V-Trans yesterday. Maureen asked Kathy to provide Joyce with a copy.

**New Business:**

**Selectboard Clerk Vacancy**

Maureen noted that the Selectboard will be seeking a candidate to serve as Selectboard Clerk. Anyone interested should contact Maureen and she can provide a copy of the job description. Maureen and Kord thanked Joyce for her service over the past two years. Maureen called VLCT to inquire whether residency is a requirement. Kathy Scott spoke highly of Ashley McClurg who was hired by Mike as Asst. Town Clerk, and suggested she might be willing to serve as Selectboard Clerk.

### **Renaming Windham Section of Under the Mountain Road**

Kord reported on discussions between town officials in Windham, Londonderry and Jamaica re: confusion over sections of Under the Mountain Road. Kord explained that one end of Under the Mountain Road intersects with Thompsonburg Road in Londonderry and continues southeasterly through Jamaica and Windham. The road bifurcates in Londonderry and one leg continues toward Windham where it ends at the intersection with Toad Road while the other section becomes Shatterack Mountain Road in Jamaica. Kord explained that someone purchased property on the Jamaica section of the road and the confusion began when trying to establish a 911 address. Erica Bowman of Jamaica has been coordinating with officials of the three towns to get input and develop a solution. On maps, it appears that the road is passable by vehicle but in reality some sections are little more than rough trails. Kord stated that since most of the property adjacent to the road is owned by the Newton family, he solicited their input on renaming the road section. The Newtons originally suggested Glen Falls Road in jest but later suggested Leonard's Road. Kord doesn't know specifically what steps need to be taken in renaming a road but noted that there is a process that needs to be followed.

Maureen asked Bill Dunkel and Tom Johnson if there were considerations from the Planning Commission's perspective. Bill was familiar with the road segment in question and explained that he has hiked the section of the road off Toad Road and described it as a very rugged Class 4 road. Kord noted that the road is virtually unpassable in some sections and related how he and his family explored sections of it years ago in a Jeep. Kord was not aware of any homes or camps on the Windham section of the road.

Kord shared his screen so participants could view the map showing the road sections (see attached). The map shows sections of Under the Mountain Road also referred to as Legal Trail #2. Legal trail #4 connects Under the Mountain Road in Londonderry with Shatterack Mountain Road in Jamaica. Shatterack Mountain Road is also referred to as Under the Mountain Road and Legal Trail #8. Kord explained that the section of the road in Windham is less than a half-mile extending from Legal Trail #2 at the Londonderry/Windham town line to Toad Road. Legal trail #2 is the segment that is proposed for renaming. Bill volunteered to hike or snow-shoe the affected segment in Windham. Kord will share the map with Bill for reference.

### **Helipad and Airstrip Permit Requests**

Maureen reviewed correspondence from the Vermont Transportation Board regarding permitting authority for airports and restricted landing areas (see attached). Over the last few years, the State Transportation Board has seen a significant increase in applications for private helipads and airstrips. The State requires that a proposed helipad or airstrip first receive municipal approval but in many cases, Vermont towns have no mechanism to review these applications. Absent a process for local review, the State must accept the application and proceed as if municipal approval was granted. The State Transportation Board is encouraging all towns to consider adopting municipal plan policies and/or bylaws regarding aviation facilities.

Maureen asked Bill Dunkel whether Windham should address it as part of the Town Plan and/or Zoning Regulations. Bill noted that there is no process at present for review of helipad or airstrip permit requests in the Zoning regulations or the Town Plan. Tom Johnson and Bill Dunkel agreed that the Planning Commission should review the issue.

Brief discussion followed on the airstrip across from Tater Hill Golf Club which is no longer active and two emergency helicopter landings in recent years. Bill posited whether helipads would automatically be considered a conditional use under the Zoning regulations if they are not listed as a permitted use and not prohibited specifically. Bill offered to contact John Bennett at the Windham Regional Commission for more information. John Zicconi of the Vermont Transportation Board is also willing to assist Towns on the matter. Brief discussion followed on the Slate Ridge controversy in West Pawlet and whether Windham's Zoning Regulations as currently written would prohibit a similar scenario from occurring here.

#### **Covid-19 Vaccination Update – age 65+**

Maureen announced that COVID-19 vaccination appointments are now available to any State resident over the age of 65, and she encouraged all eligible residents to get vaccinated.

#### **Town Meeting Day tomorrow**

Maureen thanked the poll workers in advance for their service at the Meeting House tomorrow. In response to a question from Kathy Scott, Mike explained that 145 early/absentee ballots have been received to date. While this number seemed positive, Mike noted that Windham has a total of 345 registered voters, and that 200 have yet to cast their ballots. Mike has the necessary supplies and materials for voting at the Meeting House.

Appointments to several Town posts need to be made by the Selectboard following Town Meeting. Maureen agreed to contact the currently appointed officials to determine their willingness to continue in their respective capacities.

#### **Added item: Roads: Trucks**

Kord reported that all 3 Town plow trucks were out of service during a recent snowstorm. The 2017 red truck experienced a gear box problem and the sand spreader failed; the new 550 had a hydraulic system problem and was leaking transmission fluid; and the 2010 truck blew a head gasket. Richard reached out to Londonderry to ask for assistance in completing the snow removal in Windham. The Londonderry Selectboard agreed to allow their road crew to assist and Josh and Dan were able to finish plowing the remaining road sections here after completing their work in Londonderry. Palmer (P & L) also loaned the use of his plow truck for follow-up snow clearing.

Kord noted that the red truck and the new 550 are back in service after necessary repairs were done. The 2010 is still out of service because the dealership was closed; Kord hopes to have the issue resolved by the end of the week. Kord suggested reimbursing Londonderry for labor costs and asked Josh and Dan to keep track of the time they spent on Windham plowing. At the very least, he suggested thank-you notes should be sent to acknowledge the spirit of cooperation demonstrated by Londonderry and P&L. Kathy noted that Windham uses a formula to determine the amount to bill Jamaica for plowing sections of Jamaica roads near West Windham; she suggested basing the reimbursement amount to Londonderry on a similar formula. Kord noted that material (salt or sand) wasn't borrowed from Londonderry—just equipment and labor. In response to a request from Maureen, Kord agreed to draft a letter of appreciation.

**Payroll/Bills**

Maureen asked about one vendor (B&B Chains) but realized the expense was for chains on Town trucks. Kord had no questions or comments regarding the payroll and bills.

Motion: To approve payroll and bills presented for this meeting and authorize Kord to sign off on same—moved by Maureen—Kord and Maureen in favor.

**Adjournment**

Motion: To adjourn the regular Selectboard meeting at 6:19 p.m.—moved by Kord—Maureen and Kord in favor.

Respectfully submitted,

Joyce Cumming  
Selectboard Clerk

Attachments:

- Map depicting sections of Under the Mountain Road
- Correspondence from the State of Vermont Transportation Board re: helipads and airstrips