

Windham, VT Selectboard Minutes

Regular Meeting

August 6, 2018 6:30 PM

Windham Town Office

Present: Maureen Bell Selectwoman, Chair
 Kord Scott Selectman
 Peter Chamberlain Acting Selectboard Clerk
 Dawn Bower
 John Hoover

6:30 Called to order by Maureen Bell

Additions to Agenda, Announcements, Reminders

Kord Scott submitted an updated Sheriff's contract for 10 hours of patrol per month.

Maureen Bell noted that Tom and Eileen Widger and Lori Stanton assisted at the scene of an overturned car.

Approval of Minutes:

The minutes from the 7/16/2018 regular Selectboard meeting were moved to be accepted as corrected by Maureen Bell. All voted in favor.

The minutes from the 7/17/2018 Selectboard Road Crew meeting were not accepted. The line "... Maureen will direct Peter to talk to Josh..." should be changed to "...Maureen will ask Josh to talk to Peter...". The line "Josh expressed concerns..." will be corrected by Maureen.

Public Comment:

Dawn Bower spoke about the line of sight obstructed by brush when entering Windham Hill Rd. from Burbee Pond Rd. near the intersection of Abbott Rd. Also she asked if cleaning up fallen trees in the right of way the Town's responsibility. Kord said yes it is.

Peter Chamberlain mentioned a documentary, The Queen of Horses, about municipal theft, that is worthwhile for Town officials to watch.

New Business:

An access for Chlebogiannis was submitted. Maureen made a motion to approve. Kord seconded. All approved.

Town Office maintenance was discussed. Michael McLaine will draw up a set of specifications for sill repair work.

Old Business:

Town Garage Insurance Issues: 15 of the 28 have been addressed. 7 are in progress. 6 are not started yet. All are in the PACIF time frame to be done.

Town Reports: All but one group has been bound.

Correspondence/Sign Pay Orders

Maureen made a motion to adjourn at 7:40. Kord seconded. All approved.

Submitted by Peter Chamberlain, Acting Selectboard Clerk



State of Vermont
Windham County Sheriff's Office
P.O. Box 266 (Route 30)
Newfane, VT 05345
Tel: (802) 365-4942
Keith D. Clark, Sheriff




CONTRACT # 2019-020

CONTRACT FOR LAW ENFORCEMENT SERVICES
AMENDMENT #2

THIS AGREEMENT made this 16 day of July 2018 by and between the Windham County Sheriff's Office having its office in Newfane, Vermont and the Town of Windham having its office in Windham, Vermont that contract # Town is changed as follows:

1. **Term.** On Page 5, Section 10, shall be changed to read: The term of this Agreement shall be July 1, 2018 to June 30, 2019.
2. **Notice/Renewal.** On Page 5, Section 11, shall be changed to read: On or before November 1, 2018 the Office shall notify the Town of Windham of the contract rates for the following year. Sixty (60) days prior to the end date of this Agreement, the Town shall provide the Office with written notice of whether it will renew the Agreement. Absent such notice, this Agreement shall automatically renew for a term of one year at the contract rates set by the Office in the notice.
3. **Compensation.**
 - A. The Office shall be paid at the Regular Rate of \$51.00 per hour per deputy, and will cover related expenses for the hourly wage of the deputy; including workman's compensation, unemployment, social security, federal/state withholdings, Police Professional Liability coverage and supervision. The hourly rate includes the mileage reimbursement rate for cruiser use.
 - B. The Town shall pay to the Office the sum of \$6,120 for the services provided under this agreement.
4. **Effective date.** The effective date of this amendment is July 1, 2018.
5. Except as modified by this amendment and any and all prior amendments to this contract, all provisions of the original contract #18-021 dated July 6th, 2018 shall remain unchanged and in full force and effect.
6. **Governing Law.** This contract will be governed by the laws of the State of Vermont.

Windham County Sheriff's Office

By: 
Keith D. Clark, Sheriff

Date: 07/16/2018

Town of Windham

By: 
Duly Authorized Agent

Date: 7/19/18

WASTEWATER SYSTEM AND POTABLE WATER SUPPLY PERMIT**LAWS/REGULATIONS INVOLVED**

10 V.S.A. Chapter 64, Potable Water Supply and Wastewater System Permit
Wastewater System and Potable Water Supply Rules, Effective September 29, 2007
Chapter 21, Water Supply Rules, Effective December 1, 2010

Landowner(s): Alicia Merinoff
4980 Windham Hill Road
Windham, VT 05359

Permit Number: WW-2-5614

This permit affects the following properties in Windham, Vermont:

<i>Lot</i>	<i>Parcel</i>	<i>SPAN</i>	<i>Acres</i>	<i>Book(s)/Page(s)#</i>
<i>1</i>	<i>040122</i>	<i>765-243-10320</i>	<i>24.61</i>	<i>Book:55 Page(s):2-3</i>

This project, a proposed 2-bedroom home with on-site water and an Ecoflo® STB-650BR-H1 wastewater system located on Windham Hill Road, Windham, Vermont, is hereby approved under the requirements of the regulations named above subject to the following conditions.

1. GENERAL

- 1.1 The project shall be completed as shown on the plans and/or documents prepared by Michael A. Marquise, with the stamped plans listed as follows:

<i>Title</i>	<i>Sheet</i>	<i>Plan Date</i>
<i>Water Supply and Septic System Site Plan Design and Notes for Leigh Merinoff</i>	<i>1 of 2</i>	<i>05/09/2018</i>
<i>Biofilter and Septic System Details and Notes for Leigh Merinoff</i>	<i>2 of 2</i>	<i>05/09/2018</i>

- 1.2 This permit does not relieve the landowner from obtaining all other approvals and permits PRIOR to construction including, but not limited to, those that may be required from the Act 250 District Environmental Commission; the Drinking Water and Groundwater Protection Division; the Watershed Management Division; the Division of Fire Safety; the Vermont Department of Health; the Family Services Division; other State departments; or local officials.
- 1.3 The conditions of this permit shall run with the land and will be binding upon and enforceable against the landowner and all assigns and successors in interest. The landowner shall record and index this permit in the Windham Land Records within thirty (30) days of issuance of this permit and prior to the conveyance of any lot subject to the jurisdiction of this permit.
- 1.4 The landowner shall record and index all required installation certifications and other documents that are required to be filed under these Rules or under a specific permit condition in the Windham Land Records and ensure that copies of all certifications are sent to the Secretary.
- 1.5 No permit issued by the Secretary shall be valid for a substantially completed potable water supply and wastewater system until the Secretary receives a signed and dated certification from a qualified Vermont Licensed Designer (or where allowed, the installer) that states: "I hereby certify that, in the exercise of my reasonable professional judgment, the installation-related information submitted is true and correct and the potable water supply and wastewater system were installed in accordance with the permitted design and all the permit conditions, were inspected, were properly tested, and have successfully met those performance tests", or which otherwise satisfies the requirements of §1-308 and §1-911 of the referenced rules.
- 1.6 Each purchaser of any portion of the project shall be shown copies of the Wastewater System and Potable Water Supply Permit, the stamped plans, and **Innovative/Alternative System Approval letter #2002-02-R6 for the Ecoflo® Biofilter System** prior to conveyance of the lot. The Innovative/Alternative Approval contains special requirements that need to be complied with for the project to remain in compliance with this permit.



- 3.8 No buildings, roads, water lines, earthwork, re-grading, excavation or other construction that might interfere with the installation or operation of the wastewater systems are allowed on or near the site-specific wastewater disposal system or replacement area depicted on the stamped plans. All isolation distances that are set forth in the Wastewater System and Potable Water Supply Rules shall be adhered to and will be incorporated into the construction and installation of the wastewater disposal field.

Emily Boedecker, Commissioner
Department of Environmental Conservation

By  Dated June 20, 2018
Jeff Svec, Assistant Regional Engineer
Springfield Regional Office
Drinking Water and Groundwater Protection Division

Enclosures: **Innovative/Alternative System Approval letter #2002-02-R6 for the Ecoflo® Biofilter System**

cc: Michael A. Marquise
Windham Planning Commission
Innovative/Alternative Manufacturer – Premiartech Environment

WINDHAM, VERMONT TOWN CLERK'S OFFICE
RECEIVED FOR RECORD
THIS 30th OF JULY AD20 18
AT 6 O'CLOCK 45 MINUTES A M AND
RECORDED IN WINDHAM LAND RECORDS
BOOK 56 PAGE 3-5
ATTEST: Michel McPhee TOWN CLERK

TOWN OF WINDHAM, 5976 WINDHAM HILL ROAD, WINDHAM VT 05359

Zoning Permit Application # 636
(To be assigned by Zoning Administrative Officer)

- 1. Property Tax Map # 040211 Acres 1.4
- 2. Locatable 9-1-1 address 56 Hidden Newton Rd. Windham, VT
- 3. Applicant: Patrick Clemens
Address 116 Lincoln Ave, Rutherford, NJ. 07070 - Return address
Phone # 631-764-5379
- 4. Owner's Name (If different from Applicant) _____
Address _____
Phone # _____
- 5. Permit requested for: (ex: house, garage, deck, addition, pond, fences, etc.)
Deck

6. Description of proposed improvement or change: extend current deck to wrap around back of house

(If a structure, # of stories, foundation, gross living area, building height, etc.)

- 7. If appropriate, use for _____ residence vacation _____ rental
- 8. Attach a sketch of the property on a separate sheet that shows the dimensions of the property, the location of any structure (existing or proposed) on the property. The distance between such structures and property lines (setbacks). Location of driveways and parking areas. Location and size of septic systems and water source. Indicate location and names of waterways, ponds, & roads. Sketch of improvements & floor plans.

CERTIFICATION OF APPLICANT

The undersigned applicant hereby certifies that all information submitted on this application is true and accurate and that the information provided is complete. The applicant understands that a permit issued by the Town of Windham does not include any other governmental permits that may be necessary.

7/17/2018
Date

Patrick Clemens
Applicant's signature

CERTIFICATION/AUTHORIZATION OF PROPERTY OWNER

The undersigned property owner hereby certifies that the information submitted in this application regarding the property is true, accurate and complete. The applicant has full authority to request approval for the proposed use of the property and any proposed improvements. This authorization allows Town Officials access to the property for the purpose of reviewing all aspects of this application. The owner understands that a permit issued by the Town of Windham does not include any other governmental permits that may be necessary.

7/17/2018
Date

Patrick Clemens
Owner's signature

If upon inspection of the site, any of the above information is found to be incorrect, the APPLICANT will be held solely responsible. The OWNER must obtain a CERTIFICATE OF CONFORMANCE before using or occupying any building.

FOR COMPLETION BY ZONING ADMINISTRATIVE OFFICER

Date received 7/23/18 Fee Paid 10.00 Recording Fee**Payment of \$10.00
Action by Zoning Administrative Officer: to 'Town of Windham' **
Approved: Date - 7/25/18 Approval effective after: Date - 8/8/18
or Denied pending Conditional Use Approval: Date - _____
or date Denied and reason for denial _____

✓ ck# 677⁶ 20.00 total
con

SIGNATURE OF ZONING ADMINISTRATIVE OFFICER: Alison Cummings

Any decision of the Zoning Administrative Officer may be appealed to the Zoning Board of Adjustment by filing a written notice of appeal with the clerk of the Zoning Board of Adjustment within Fifteen (15) days of the date of the Zoning Administrative Officer's decision.

Posted Windham, VT Town Clerk Office on 7/21/18

WINDHAM, VT TOWN CLERK'S OFFICE
RECEIVED FOR RECORD
THIS 31st DAY OF JULY AD 2018
AT 8 O'CLOCK 20 MINUTES AM AND
RECORDED IN WINDHAM LAND RECORDS
BOOK 56 PAGE 6

Revised 04/08/10

ATTEST:
Michelle P. M... TOWN CLERK

TOWN OF WINDHAM, 5976 WINDHAM HILL ROAD, WINDHAM VT 05359

Zoning Permit Application # 635

(To be assigned by Zoning Administrative Officer)

- 1. Property Tax Map # 040221 Acres 2.1
- 2. Locatable 9-1-1 address 576 HITCHCOCK HILL RD.
- 3. Applicant: ROBERT F. SHANNON
Address 578 HITCHCOCK HILL RD., WINDHAM VT, 05359
Phone # 802 875 2194
- 4. Owner's Name (If different from Applicant) _____
Address _____
Phone # _____
- 5. Permit requested for: (ex: house, garage, deck, addition, pond, fences, etc.)
AGRO STED ADDITION TO FORMER GARAGE

6. Description of proposed improvement or change: STORAGE FOR ALL MATERIALS AND EQUIPMENT + REPAIR FOR THE 2 ACRES OF GARDENS OF BOTANICAL + AGRO-CULTURE PLANTING.

(If a structure, # of stories, foundation, gross living area, building height, etc.)

7. If appropriate, use for _____ residence _____ vacation _____ rental

8. Attach a sketch of the property on a separate sheet that shows the dimensions of the property, the location of any structure (existing or proposed) on the property. The distance between such structures and property lines (setbacks). Location of driveways and parking areas. Location and size of septic systems and water source. Indicate location and names of waterways, ponds, & roads. Sketch of improvements & floor plans.

CERTIFICATION OF APPLICANT

The undersigned applicant hereby certifies that all information submitted on this application is true and accurate and that the information provided is complete. The applicant understands that a permit issued by the Town of Windham does not include any other governmental permits that may be necessary.

7/16/2018
Date

[Signature]
Applicant's signature

CERTIFICATION/AUTHORIZATION OF PROPERTY OWNER

The undersigned property owner hereby certifies that the information submitted in this application regarding the property is true, accurate and complete. The applicant has full authority to request approval for the proposed use of the property and any proposed improvements. This authorization allows Town Officials access to the property for the purpose of reviewing all aspects of this application. The owner understands that a permit issued by the Town of Windham does not include any other governmental permits that may be necessary.

7/16/2018
Date

[Signature]
Owner's signature

If upon inspection of the site, any of the above information is found to be incorrect, the APPLICANT will be held solely responsible. The OWNER must obtain a CERTIFICATE OF CONFORMANCE before using or occupying any building.

*** FOR COMPLETION BY ZONING ADMINISTRATIVE OFFICER

Date received 7/16/18 Fee Paid 63.00 Recording Fee **Payment of \$10.00 ✓Pd

Action by Zoning Administrative Officer: to 'Town of Windham' **

Approved: Date - 7/17/18 Approval effective after: Date - 7/31/18

or Denied pending Conditional Use Approval: Date - _____
or date Denied and reason for denial _____

SIGNATURE OF ZONING ADMINISTRATIVE OFFICER. Alison Cummings

Any decision of the Zoning Administrative Officer may be appealed to the Zoning Board of Adjustment by filing a written notice of appeal with the clerk of the Zoning Board of Adjustment within Fifteen (15) days of the date of the Zoning Administrative Officer's decision.

Posted Windham, VT Town Clerk Office on 7/18/18

WINDHAM, VT TOWN CLERK'S OFFICE
RECEIVED FOR RECORD
THIS 16th DAY OF JULY AD 2018
AT 4 O'CLOCK 00 MINUTES P M AND
RECORDED IN WINDHAM LAND RECORDS
BOOK 55 PAGE 698

ATTEST:
Michael P. H. Z. TOWN CLERK

TOWN OF WINDHAM, 5976 WINDHAM HILL ROAD, WINDHAM VT 05359

Zoning Permit Application # 634
(To be assigned by Zoning Administrative Officer)

- 1. Property Tax Map # 100052 Acres .96
- 2. Locatable 9-1-1 address _____
- 3. Applicant: Drew Ameden
Address 3417 VT RT 30 Jamaica VT 05343
Phone # 802 380 1221
- 4. Owner's Name (If different from Applicant) L. Bruce Chapin
Address 2277 VTRT 30 Jamaica VT 05343
Phone # 802-874-4967
- 5. Permit requested for: (ex: house, garage, deck, addition, pond, fences, etc.)
Small Camp 16x20
- 6. Description of proposed improvement or change: 16x20 Camp on Piers
1 story with half loft

(If a structure, # of stories, foundation, gross living area, building height, etc.)

- 7. If appropriate, use for _____ residence vacation _____ rental
- 8. Attach a sketch of the property on a separate sheet that shows the dimensions of the property, the location of any structure (existing or proposed) on the property. The distance between such structures and property lines (setbacks). Location of driveways and parking areas. Location and size of septic systems and water source. Indicate location and names of waterways, ponds, & roads. Sketch of improvements & floor plans.

CERTIFICATION OF APPLICANT

The undersigned applicant hereby certifies that all information submitted on this application is true and accurate and that the information provided is complete. The applicant understands that a permit issued by the Town of Windham does not include any other governmental permits that may be necessary.

6/28/18
Date

Drew Ameden
Applicant's signature

CERTIFICATION/AUTHORIZATION OF PROPERTY OWNER

The undersigned property owner hereby certifies that the information submitted in this application regarding the property is true, accurate and complete. The applicant has full authority to request approval for the proposed use of the property and any proposed improvements. This authorization allows Town Officials access to the property for the purpose of reviewing all aspects of this application. The owner understands that a permit issued by the Town of Windham does not include any other governmental permits that may be necessary.

6/28/18
Date

L. Bruce Chapin
Owner's signature

If upon inspection of the site, any of the above information is found to be incorrect, the APPLICANT will be held solely responsible. The OWNER must obtain a CERTIFICATE OF CONFORMANCE before using or occupying any building.

*** FOR COMPLETION BY ZONING ADMINISTRATIVE OFFICER

Date received 7/4/18 Fee Paid 00.00 Recording Fee 096.00 Payment of \$10.00
Action by Zoning Administrative Officer: _____ to 'Town of Windham' ***

Approved: Date - 7/5/18 Approval effective after: Date - 7/19/18
or Denied pending Conditional Use Approval: Date - _____
or date Denied and reason for denial _____

SIGNATURE OF ZONING ADMINISTRATIVE OFFICER: Alison Cummings

Any decision of the Zoning Administrative Officer may be appealed to the Zoning Board of Adjustment by filing a written notice of appeal with the clerk of the Zoning Board of Adjustment within Fifteen (15) days of the date of the Zoning Administrative Officer's decision.
Posted Windham, VT Town Clerk Office on 7/24/18.

WINDHAM, VT TOWN CLERK'S OFFICE
RECEIVED FOR RECORD
THIS 29th DAY OF JULY AD 20 18
AT 6 O'CLOCK 30 MINUTES A M AND
RECORDED IN WINDHAM LAND RECORDS
BOOK 56 PAGE 1

Revised 04/08/10
ATTEST: Michael McJannet TOWN CLERK

WINDHAM SELECTBOARD SIGN IN SHEET

DATE: August 6, 2017

NAME _____	NAME _____
Mannem	
Kord	
Peter C.	
Dawn D. Bowen	
John Hoover	