

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

Zoning Permit Application # 639  
(To be assigned by Zoning Administrative Officer)

- 1. Property Tax Map # 7-03-33 Acres 22.58
- 2. Locatable 9-1-1 address 4980 Windham Hill Rd.
- 3. Applicant: Pete Newton  
Address 2936 W. Windham Rd - Windham VT.  
Phone # 874-4787
- 4. Owner's Name (If different from Applicant) Alicia Merinoff  
Address 4980 Windham Hill Rd - Windham, VT. 05359  
Phone # 874-4138
- 5. Permit requested for: (ex: house, garage, deck, addition, pond, fences, etc.)  
Barn / Accessory structure @ 10¢

6. Description of proposed improvement or change: New 1 1/2 story, 29 1/2' x 51 1/2' insulated outbuilding with concrete foundation (1/2 cellar), chimney, 24' to roof peak, screen porch on west side (14' x 14'), No plumbing.  
(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.

10/5/18  
Date

Pete Newton  
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.

10.4.18  
Date

Alicia Merinoff  
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 10/5/18 Fee Paid \$210.00 Recording Fee\*\*Payment of \$10.00 ✓  
Action by Zoning Administrative Officer: \_\_\_\_\_ to 'Town of Windham' \*\*  
Approved: Date - 10/5/18 Approval effective after: Date - 10/19/18  
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 10/18

WINDHAM, VT TOWN CLERK'S OFFICE  
RECEIVED FOR RECORD  
THIS 10<sup>th</sup> DAY OF October AD 2018  
AT 10 O'CLOCK 00 MINUTES AM AND  
RECORDED IN WINDHAM LAND RECORDS  
BOOK 56 PAGE 105

ATTEST:  
Michael P. McNeil TOWN CLERK

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

Zoning Permit Application # 640  
(To be assigned by Zoning Administrative Officer)

- 1. Property Tax Map # 040422 Acres 1.1
- 2. Locatable 9-1-1 address 174 Spruce Rd Windham, VT
- 3. Applicant: Patrick Timothy  
Address: 89 Oak Ridge Dr Haddam, CT 06438  
Phone # 860-710-5915
- 4. Owner's Name (If different from Applicant) ---  
Address ---  
Phone # ---
- 5. Permit requested for: (ex: house, garage, deck, addition, pond, fences, etc.)  
House
- 6. Description of proposed improvement or change: covered porch  
8' X 24'

(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.

9/25/2018  
Date

Patrick Timothy  
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.

9/25/2018  
Date

Patrick Timothy  
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 10/9/18 Fee Paid \$10.00 Recording Fee Payment of \$10.00 \$20 REC/D  
Action by Zoning Administrative Officer: to 'Town of Windham' \*\* MM  
Approved: Date - 10/9/18 Approval effective after: Date - 10/23/18  
or Denied pending Conditional Use Approval: Date - ---  
or date Denied and reason for denial ---

SIGNATURE OF ZONING ADMINISTRATIVE OFFICER: Alison Cummins

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 10/9/18.

WINDHAM, VT TOWN CLERK'S OFFICE  
RECEIVED FOR RECORD  
THIS 10<sup>th</sup> DAY OF October AD 20 18  
AT 10 O'CLOCK 15 MINUTES AM AND  
RECORDED IN WINDHAM LAND RECORDS  
BOOK 56 PAGE 117

ATTEST:  
Ellen A. McDuffie, TOWN CLERK awistart

Zoning Permit Application # 641

(To be assigned by Zoning Administrative Officer)

040-352

- 1. Property Tax Map # 040-352 Acres 1.02
- 2. Locatable 9-1-1 address 796 Birch Hill Rd.
- 3. Applicant: Ronald J. Phillips  
Address: 796 Birch Hill Rd.  
Phone #: 802-875-5748(H) (860-789-2771(S))
- 4. Owner's Name (if different from Applicant)  
Address  
Phone #
- 5. Permit requested for: (ex: house, garage, deck, addition, pond, fence, etc.)  
Garage - 2-car, 576 SF

6. Description of proposed improvement or change: New const., 2 car w/ 10ft

(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 diagram should show such structures and property lines (see books). Location of driveways and parking areas. Location and size of utility 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.

10/14/18  
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 Office's 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.

10/14/18  
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 10/16/18 Fee Paid 57.60  Assessing Fee\*\* Payment of 500.00   
Action by Zoning Administrative Officer:  
Approved: Date - 10/16/18 Approved effective date: Date - 10/30/18  
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.

Filed Windham, VT Town Clerk Office on 10/16/18

WINDHAM, VT TOWN CLERK'S OFFICE  
RECEIVED FOR RECORDED  
FILED 16 DAY OF October 2018  
AT 7 O'CLOCK 25 MINUTES AM AND  
RECORDED IN WINDHAM VILLAGE RECORDS  
BOOK 56 PAGE 129

ATTEST:  
Michael P. Mejeune TOWN CLERK

Ron Phillips  
796 Birch Mill Rd  
Windham, VT 05359

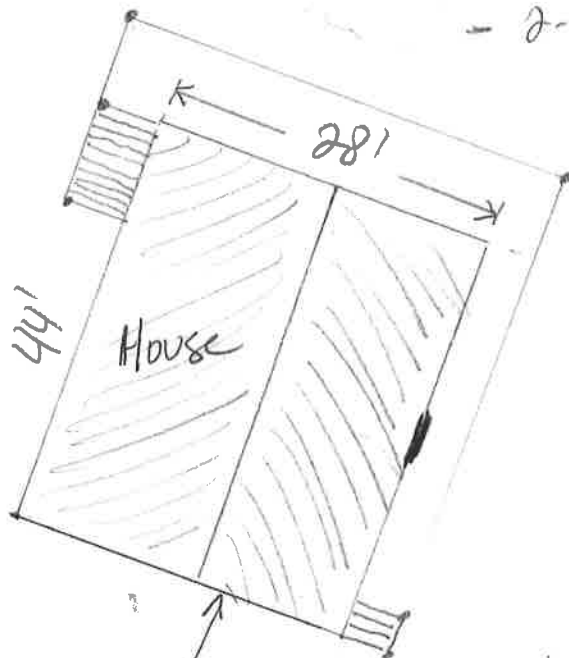
Mound  
Septic System

= 1.02 Acres

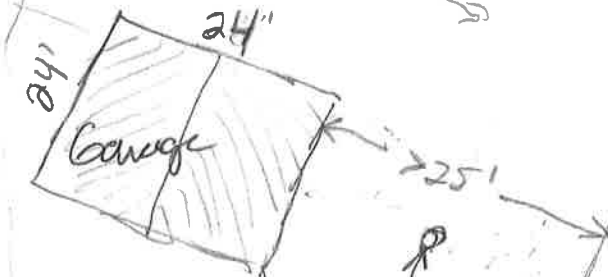
- 2-Car Garage

360'

319'



~ 30' ← Parking →



~ 25' well

~ 55'

Driveway

75

BIRCH HILL RD

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

- 1. Property Tax Map # 040326 Acres \$.90
- 2. Locatable 9-1-1 address 291 WINDHAM SPRINGS
- 3. Applicant: MICHAEL RECORD  
Address PO BOX 91 CHESTER VT 05143  
Phone # (802) 875-4284
- 4. Owner's Name (If different from Applicant) \_\_\_\_\_  
Address SAME  
Phone # \_\_\_\_\_
- 5. Permit requested for: (ex: house, garage, deck, addition, pond, fences, etc.)  
ADDITION
- 6. Description of proposed improvement or change: 8' x 12' ADDITION TO THE BACK OF BUILDING

(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.

10/29/18  
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.

\_\_\_\_\_  
Date

\_\_\_\_\_  
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 10/29/18 Fee Paid 25.00 PW Recording Fee \*\*Payment of \$10.00  
Action by Zoning Administrative Officer: CK# 2254 to 'Town of Windham' \*\*  
Approved: Date - \_\_\_\_\_ Approval effective after: Date - \_\_\_\_\_  
or Denied pending Conditional Use Approval: Date - \_\_\_\_\_  
or date Denied and reason for denial \_\_\_\_\_

SIGNATURE OF ZONING ADMINISTRATIVE OFFICER: \_\_\_\_\_

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 \_\_\_\_\_

WINDHAM, VT TOWN CLERK'S OFFICE  
RECEIVED FOR RECORD  
THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ AD 20\_\_\_\_  
AT \_\_\_\_\_ O'CLOCK \_\_\_\_\_ MINUTES \_\_\_\_\_ AND  
RECORDED IN WINDHAM LAND RECORDS  
BOOK \_\_\_\_\_ PAGE \_\_\_\_\_

ATTEST: \_\_\_\_\_  
TOWN CLERK

SB



FUSS & O'NEILL

Town of Windham, VT

OCT 17 2018

Received

October 15, 2018

Mr. Mike McLaine  
Town Clerk  
Town of Windham  
5976 Windham Hill Road  
Windham, VT 05359

Re: Londonderry-Chester STP PS19(10)  
VT 11 Resurfacing Project  
Reference No. 17-0218

Dear Mr. McLaine:

The Vermont Agency of Transportation (VTrans) has identified the need for repaving and/or rehabilitation of the pavement surface on VT 11 in the Towns of Londonderry, Windham, Andover and Chester, Vermont. This project is known as Londonderry-Chester STP PS19(10).

Londonderry-Chester STP PS19(10) begins in Londonderry at the intersection of VT 100 and VT 11 (MM 1.952) and extends easterly along VT 11 to the intersection of Lovers Lane and VT 11 (MM 4.373) in Chester, Vermont. Work to be performed under this project includes coarse-milling, cold-in-place recycling and paving of the existing highway, new pavement markings, guardrail, signs, drainage, and other related highway items.

On behalf of VTrans, Fuss & O'Neill has developed Preliminary Plans. The design of this project is in the preliminary stages at this time and it is anticipated that the job will be let to contract within the next year, dependent upon funding availability. Enclosed is the title sheet for this project for your information. The plan set is over 600 sheets, however if you would like a pdf or paper plans please let us know.

If you should have any questions, concerns, or comments regarding the work to be accomplished, please contact Matthew Bogaczyk, VTrans Project Manager at (802) 793-5321.

Very truly yours,

*Patricia Shedd*

Patricia Shedd  
Project Manager

PTS:ps  
Enclosures

540 No Commercial Street  
Manchester, NH  
03101  
T 603.668.8223  
800.286.2469  
F 603.668.8802  
www.fando.com

California  
Connecticut  
Maine  
Massachusetts  
New Hampshire  
Rhode Island  
Vermont

**Ernest K Friedli  
631 Burbee Pond Rd  
Windham, Vermont 05359**

**October 11, 2015**

**Windham Congregational Church  
Church Council**

**Subject: Building Trust Fund**

**Many funds that were set up were church use items and reflected donations for particular interests such as garden, kitchen, etc.**

**The building fund was a very special in that it was the pass through for all funds received to pay for the renovation and repair of the meeting house which belongs to the church and town. It also allowed for the addition of the annex to the building. At least \$200,000 was received from church members, grants from the state, WCO, Windham Foundation, and other foundations.**

**All this was done under the leadership of The Friends of the Windham Meeting House and all collections were done to that organization. Helen George was the treasurer but all payments for the project were made by transferring timely funds to the building fund and payments were made by the church treasurer. So it was VERY important to keep these funds away from paying for church activities.**

**It was also agreed that the Town would provide a yearly amount for the maintenance of the building which was also being used by the Town. Such items as heat, electricity and gas would be deducted 50% from the payment with the remaining funds being held in the BUILDING FUND. In addition the town paid 50% of the insurance and maintained the job of snow removal in the winter.**

**At one time there was always a residual amount in the Building Fund to take care of building repairs. Where is there an accounting of this non-church related fund?**

**Ernest K Friedli  
631 Burbee Pond Rd  
Windham, Vermont 05359**

**March 14, 2016**

**TO: Windham Congregational Church Council  
and The Friends of the Windham Meeting House, Peter Newton, President**

**I need to close out my concerns relating to the affairs that existed between the Church and The Friends of the Meeting House.**

**My concerns relate to the time that I was the treasurer of the Church and the Secretary of the "Friends".**

**As the secretary, I was first engaged in getting the 501 Tax Free designation. This was accomplished by my daughter-in-law. The provision was that funds to be raised were for the sole purpose of restoring, preservation and providing for the improvement of the facility (modernizing such as adding heat, rest rooms, etc.). It was not to be spent on items associated with the users of the building such as library shelves, etc. Funds were collected from mailings, grants, church members, WCO, State of Vermont. (The governor came to present the State Check.)**

**All funds received were deposited to the treasurer of the "Friends", Helen George. The needs of the building were determined by a professional engineer and the management of those improvements were managed by the Church. Funds were transferred from the Friends to the Church treasurer to make payment. These funds were kept in a Building Fund. This Building Fund also became a depository of monies received directly from other than the "Friends", such as when the church members decided to provide all expenses for the many windows in the new annex.**

**A very important factor not yet accounted for in the above, is the payments from the town each year for "maintenance of the building" as a part owner and user. This one time per year payment was agreed to provide for 50% of the electricity, heating oil, propane gas, and misc. maintenance items. Any balance of the town payment was to be retained in the "Building Fund" for future major repairs such as stipulated in the "Friends" charter. A yearly accounting of this distribution was to be sent to the Town. The Town would also provide for the plowing of snow and 50% of the insurance on the building even though it owned a greatly smaller portion of the building. This payment is in addition to the item above.**



**At the time of my departure from the responsibilities sited above, there was some \$12,000 in the building fund. So as not to confuse the later donation for the handicap elevator, that was donations arranged by Bill Koutrakos for that singular purpose and did not enter into the Building Fund herein.**

**As one of the founding members of the "Friends", and the considerable efforts that resulted in raising the funds, I feel compelled to honor those who provided so much and that the "Friends" have the resources to continue to provide for the provisions that were put forth in the purpose for which it was created.**

**Unless there is a recording of the expenditures from the time that I departed from my association with the Church as treasurer, a question is in order, relative to the sum still available to further the interest of the "Friends".**

**The current balance which should reside with the "Friends" in the residual "Building Fund" must also consider the balances that accrued from the yearly Town payments and the distribution as sited above.**

**Respectfully,**

A handwritten signature in black ink, appearing to read 'Peter Chamberlin', written in a cursive style.

**CC: Peter Chamberlin – Town Treasurer**

**Ernest K Friedli  
631 Burbee Pond Rd  
Windham, Vermont 05359**

**September 26, 2018**

**Town of Windham  
Select Board**

**Subject: Windham Meeting House**

**I feel a need to offer observations as it pertains to the Meeting House. Its origin is well documented and it currently is on the Historic register of VT.**

**Having been a member of the community and the Church organization for neigh onto 40 years, I can safely say that I am able to provide some background as to who and what was the past ownership and responsible groups involved with the building, its use, financial support, restoration and maintenance.**

**Why? The building and land are owned by the Town and the Church, as recorded by deeds. The Church has declined in membership to less than ten, closed for the recent months, and begs the question as to its continuance.**

**Therefore, it is likely that a question as to its future is before the Town as part owners and shared use. The factors on the attached reference I trust will shed some thoughts as to what should be considered.**

**Respectfully,**



*Attached 2 previous letters*

October 11, 2018

## Historical reference as to ownership and maintenance of Windham Meeting House.

The building dates back to the 1700 period and was a result of the town people assisted by neighboring towns for its construction. At the time, the formality was for the religious occupation to take possession and at some point, a portion of the building was deeded over to the town. The original building had only a sanctuary with a surrounding balcony. Later, a floor was added to provide for the downstairs area. The town owned the area in the downstairs comprised of the west side defined by the pull-down wood divider curtain. The entry areas were not included. The town library and use for town meetings probably were the extended activities.

Fast forward to the 1960 period. The church functioned only during the summer months with the minister from Townshend officiating at 9:00 AM to allow for his return to his role in Townshend. Summer residents were the largest visitors with Ben Crittenden and Bob Stowell seeing to the building needs. There was only a pot belly-stove, no water, an outhouse in the west side vestibule. The hot air furnace had long since been removed. I became familiar with the church by invitation of Ben. By 1983, I had retired to Windham.

At some point prior to this date Ben had supervised the addition of a well, small rest room located in the current kitchen with cold and a hot water heater, and three propane heaters in various locations with their flues running across the ceiling to the old chimney. This allowed for winter services by the church. However, the water had to be turned off, hot water heater drained to prevent freezing. Nevertheless, with the arrival of a full-time minister, the church flourished for the next 25 years growing to 55 members. A total of five ministers carried forth for that period. In 1983, I replaced Ben Partridge as treasurer.

It was as a result of a summer visitor, Mr. Mercer, that focus on the needs of the building were investigated by an engineer versed in historic buildings, that a list of necessary repairs came to light. Mr. Mercy recommended that the necessary funds be the purpose of a committee to be called, "The Friends of the Windham Meeting House." The necessary 501 permit was executed by my daughter-in-law for tax considerations. At the time, this "Friends" were all members of the church. Attempts to draw other members from the public did not succeed. However, Helen George, a town selectman, was the treasurer. Pat Kinsey, President, and I was secretary responsible for all grant applications. All funds received were held by an account of the Friends. Eventually, over the years, \$250,000 +/- was raised. As the projects moved forward, Helen would provide funds to me as treasurer of the church to pay the bills as it was the church that managed the restoration and reconstruction projects. Donations arrived from the appeals to members of the community, the summer visitors and prior residents, State of Vermont, Grafton's Windham Foundation, several institutions devoted to historic preservation, town

events, etc. Kurt Voight was the individual contracted to bring about the renewal with the guidance of the engineer. The decision to provide heat, rest rooms, a small office area resulted in a sketch which became the annex. Kurt's father prepared the architects drawings. Kurt built the annex. The added deck to the rear was added by EKF and Al Bower as the rear door needed a better access.

Somewhere in all of this, an agreement between the town and the church was arranged. With the growing use of the building between the town and church, the cost of its utilities, maintenance needs, insurance, needed to be addressed.

Carol Merritt, Treasurer of the town, and I as Treasurer of the church (with the final agreement of the select board) decided the following: A sum of money each year which would be applied:

Electricity 50%

Heating 50%

Propane 50%

Maintenance: See below

Any "use payments" were to be subtracted from the above costs prior to applying the 50%.

In addition: Insurance would be paid in four installments. First two by the church, the second two by the town. Snow plowing by the town.

The first approved yearly designated amount was set at \$3,000. This amount was forthcoming after taxes collected in November. Over time this increased to \$9,000.

Maintenance: (Interior items such as furnace) At the end of the year, a detailed audited statement was to be provided by the church Treasurer to the Town Treasurer. Any remaining funds after meeting the above criteria was to be designated to the future need for maintenance such as painting, roofing, etc. "Maintenance" as described herein meant that it was to be placed in the Building Fund of the church since they continued to be the safeguard of the conditions of the building. Funds also were transferred to the Church Treasurer from the Friends. THIS BUILDING FUND WAS TO BE SAFE GUARDED AS IT WAS PROVIDED FROM MANY SOURCES. The Town should have maintained a strict adherence to safe guarding of the tax payers' interest.

Without that, the definition of the separation of church and state is without merit.

At the time that I transferred responsibility to Bill Koutrakos, there was Approx. \$12,000 in that fund. Has the church provided the town with the continued provision of maintenance funds and is there an accounting of funds withdrawn from the BUILDING FUND held by the church. Are there audits at the church level? Should the Town elect to take over the building, these funds should become a capital account on the Town's ledger for future needs.

**If the time has arrived to attend to the question of what to do in the event that the church declares it is no longer moving forward, how does the Town and Church move to end the relationship.**

**As a further step to this matter, I had attended a meeting of church treasurers at a conference conducted by the United Church of Christ some years ago. On the question of church property and its ownership and the ending of a vibrant church community, it was stated that the UCC had no ownership of real estate. Furthermore, the building could be disposed of by selling, or by gifting to other users.**

**With that, the situation here is that ownership is by two unrelated entities.**

**Therefore, to move forward:**

**Who in the church can provide the legal signature to transfer the land and building? Does it require a registered vote on the part of remaining church members as to their agreement and appointment of the legal representative? The Town residents would have to approve of this as to the fact that it would require recognition of the added expenses to be incurred.**

**The funds of the current organization include the specified "Building Fund" of Town Voted Taxes and also perhaps retained monies from the "Friends". Without the audited yearly reports of income and expenses, how to proceed? Does the Church, Town or Friends have such records?**

**While the Church has authority to disperse any residual funds as they see fit, the inclusion of tax payer and "Friends" residual funds should be set forth and transferred.**

**Please understand that the "Friends" were the largest source of funds for the real maintenance of the building, that is, painting (\$16,000), roofing etc. This cost must be considered by the town when deciding.**

**Also attached is a sample of the financial audited report that was provided by the church treasurer and the town treasurer.**

*Sample of repairs provided*  
*provided*

Shared Town	Example Town Share	Total	WCO	Use of Bldg by others
	2000	1000	-250	-120
50% Utilities Electric	4000	2000		
50% Heating Oil	100	100		
100% Propane	150	150		
100% Internet				
Library Maintenance				
Town 50% House Keeping	3000	1500		
Lawns				
Janitorial				
Snow Removal				
<b>Totals</b>	<b>9100</b>	<b>4550</b>		<b>-370</b>
				<b>4180</b>

**\*\* Major: maintains integrity of building, ie: roof, foundation, exterior paint.**

Towns Report	Town Appropriation	9,000
<b>Year End Totals</b>		<b>(4,180)</b>
of shared items	<b>To Be Held in Building Fund</b>	<b>4,820</b>

At end of year, total shared expenses are split and charged to towns budgeted amount. Balance is to be kept in Building Fund for future. These funds were sent at times to "Friends of Meeting House" which raises funds for such major building renovatons, repairs, replacement, etc. (A Capital Account.)

**WHO AUDITS???** Are they available? **over**

**In addition**

**Town pays 1/2 of insurance**

**3000+++**

**Town maintains parking area snow removal**

**Where is report of this building fund? How or where funds spent?**

**Audited?**

# Town of Windham

Windham Town Office  
5976 Windham Hill Road  
Windham, VT 05359  
Phone: 802-874-4211

16 October 2018

To: Erica Van Alstyne  
6186 Popple Dungeon Rd.  
North Windham, VT 05143

From: Marcia Clinton, Health Officer  
Town of Windham

Re: Improper disposal of garbage

I have been making regular spot checks of your property and lately there is an accumulation of black garbage bags around your trailer. Some of the bags have been ripped open which is a sign that your trash is attracting animals, besides being unsightly.

In my letter to you dated 4 May 2018, I said I can report your non-compliance of keeping your property trash-free to the Department of Environmental Conservation, the Waste Management and Prevention Division who have jurisdiction of improper disposal of garbage that is creating a public health hazard. If all the trash around your trailer is not cleaned up by 25 October 2018, I will make the call.

Thank you for your cooperation.

c.c. Select Board, Town of Windham



## FOLLOW-UP ON VAN ALSTYNE LETTER

10-19-2018 Telephone call from Erica VanAlstyne

She said the trash bags contain "plastic from cleaning up the yard". "Other animals did not tear into the bag, my cow tore the bag."

Then Erica started saying: F\_\_\_ this and F\_\_\_that. I asked her not to use that language when talking to me. I asked her if she was going to clean up the trash and she proceeds to continue with F\_\_\_ this and F\_\_\_ that, etc., so I hung up the phone.

10-30-2018 I drove by the VanAlstyne trailer. There was a plastic bin filled with cans and 2 black trash bags. There was no evidence of food or paper trash around the area.

I will continue to make weekly inspection trips to that area.

The Windham Selectboard  
5976 Windham Hill Road  
Windham, VT 05359

November 5, 2018

Mr. Ralph Wyman  
616 Horsenail Hill Road  
North Windham, VT 05143

Dear Ralph,

With this letter, we hereby wish to thank you for your assistance at the Windham Highway Department, during our recent transition period.

As in the past, you have provided a much-needed service to the town and we are grateful for your contribution.

We believe that your help and guidance have resulted in a positive outcome for the town and we very much appreciate that you came out of retirement to help us along.

Now, sit back and enjoy the winter!

Thank you so much,

The Windham Selectboard

Maureen Bell

Kord Scott

Bob Kehoe

The Windham Selectboard  
5976 Windham Hill Road  
Windham, VT 05359

November 5, 2018

Mr. Bill Roberts  
PO Box 242  
Townshend, VT 05353

Dear Bill,

Thank you for taking the time to meet with us about the Road Crew position in town.

We ended up moving forward with another candidate, but we'd like to thank you for talking to us and giving us an opportunity to learn about your skills and accomplishments.

Thanks again for your interest in this position and best of luck with your job search.

Sincerely,

Maureen Bell

Kord Scott

Bob Kehoe

The Windham Selectboard  
5976 Windham Hill Road  
Windham, VT 05359

November 5, 2018

Mr. Wayne Cooley  
6564 Windham Hill Road  
Windham, VT 05359

Dear Wayne,

Thank you for taking the time to meet with us about the Road Crew position in town.

We ended up moving forward with another candidate, but we'd like to thank you for talking to us and giving us an opportunity to learn about your skills and accomplishments.

Thanks again for your interest in this position and best of luck with your job search.

Sincerely,

Maureen Bell

Kord Scott

Bob Kehoe

State of Vermont  
Office of the Secretary  
One National Life Drive  
Montpelier, VT 05633-5001  
vtrans.vermont.gov

[phone] 802-828-2657  
[fax] 802-828-3522  
[ttd] 802-253-0191

Agency of Transportation

### Rule 118-4

To Whom It May Concern,

In accordance with Title 19, Vermont Statutes Annotated, Sections 1109-1110, the Transportation Board has made and promulgated a rule to prevent the abuse of highways from November 15<sup>th</sup> to December 31<sup>st</sup> and January 1<sup>st</sup> to May 15<sup>th</sup> inclusive, in each year, or until adoption and announcement of any modification to the rule, two copies of which are enclosed herewith. In accordance with Section 12 of Act no. 246 of 1990, this rule is now administered by the Agency of Transportation.

In reading over these Sections you will note:

- a) This rule does not become effective in a particular town until it has been filed with the Select board, and
- b) Posted by the Select board in two public places, such as bulletin board at the Town Hall, or the office of the Town Clerk or Town Treasurer. Posted on privately owned property does not, in most cases, meet the legal requirements. The attached rule is sent to you for this purpose, if you have occasion to use it.
- c) The road to be protected must also be posted at each end with suitable conspicuous notices.

	Town Highways (Classes 1, 2, 3 and 4)
Two-axle trucks	15,000 lbs
Three-axle trucks	18,000 lbs
Tractor-trailer units	20,000 lbs

If there are any roads in your town on which it is advisable to limit the loads from November 15<sup>th</sup> to December 31<sup>st</sup> and January 1<sup>st</sup> to May 15<sup>th</sup>, it will be necessary for you to post these two notices as outlined above. The conspicuous notices for each end of the road affected may be procured from your District Transportation Administrator.

Vermont Agency of Transportation  
Montpelier, VT

By   
Secretary of Transportation

Date 01/25/2018  
Rule 118-4

	Voted 2018	YTD	Over/Under	Proposed 2019
<b>Listers/Reappraisal</b>				
<b>Computers/Software/Licenseses</b>				
<b>Software</b>	800.00	0.00	800.00	
<b>Contracted Services</b>	3,000.00		3,000.00	
<b>APEX</b>		215.00		
<b>Appraise-it</b>		540.00		
<b>CAI</b>		750.00		
<b>Education &amp; Seminars</b>				
<b>General</b>	2,000.00	270.00	1,730.00	
<b>Nemrc Training</b>	3,372.00	1,031.25	2,340.75	
<b>Legal Expense</b>	350.00	0.00	350.00	
<b>Mileage</b>	500.00	160.23	339.77	
<b>Payroll</b>				
<b>Listers</b>	9,000.00	3,832.11	5,167.89	
<b>Employer Fica/Medicare</b>	690.00	213.94	476.06	
<b>Subscriptions</b>	0.00	0.00	0.00	
<b>Total Available Funds 2018</b>	19,712.00	7,012.53	14,204.47	



	Budget 2018	YTD	Over/Under	Proposed 2019	NOTES
<b>Zoning/911</b>					
911 Signs	150.00	42.55	107.45		
Payroll					
Zoning Administrator	500.00	0.00	500.00		
Zoning Permit Work	500.00	100.00	400.00		
Fica/Medicare	80.00	7.65	72.35		
	1,230.00	150.20	1,079.80		
Zoning Fees	1,716.60				



Peter - questions - let me know,  
Ali

**Proposed Zoning Budget 2019**

Zoning/911

Payroll-

Zoning Admin- \$500.00

Zoning Permit Work \$500.00

FICA ?

Zoning Fees +\$1000.00

911 Signs \$150.00

\* Curious about the income of  
zoning fees to date?