Windham, VT Selectboard Special Meeting Minutes

April 30, 2019

**Present**

Maureen Bell, Selectwoman and acting Secretary

Kord Scott, Selectman

Hal Wilkins, Selectman

Richard Paré, Road Commissioner

Meghan Brunk, VTrans Windham Representative

**Call to order**

The meeting was called to order at 8:30 a.m.

**Purpose of the meeting**

To review and discuss the TA60 Annual Financial Plan (attached), which is required by law.

If the town spends >= $300/mile on road maintenance, which Windham does, damages amounting to at least 10% of the non-winter roads budget, are eligible for an emergency grant. To figure this amount, all non-road lines items (utilities and education expenses) are taken out of the budget figures and the assumption is made that winter/summer split is 55/45. Using this formula, our non-winter budget is $219,188; therefore, if we have an event in which we exceed $22,000 in damages, we would be eligible for such a grant.

We are not eligible for Class 2 or Structures grants this year, as we got this last year. (Subsequent to the meeting, Meghan has done research and advised that the grant expires December 31, 2020 which is 3 construction seasons, 2018, 2019 and 2020. In addition, we are unable to change the details of the grant, i.e. location or scope of project, without closing it and re-applying for a new grant.)

We were #11 on the list of eligibility; 5 grants were awarded this year, currently making us #6. We might be eligible next year, or most definitely in 2021.

**General discussion**

* Roads Erosion Inventory: Windham Regional Commission (WRC) will assist us this summer. Note that VTrans is available to help get the roads in compliance, once the inventory is complete.
* Disaster response and relief: we must remember that VTrans is available to assist us with damage assessment. They have specifically hired more techs for this purpose. Although there is communication between WRC and Vermont Emergency Management (VEM), unfortunately, there isn’t always communication between WRC and VTrans, so it is up to us to contact both. Equally important is to document damage with captioned photos, personnel data/detailed time sheets, material and vehicles used. The more information, the better.

Meghan will investigate whether VTrans will be able to help us retroactively with clean-up from the

November, 2018 storm damage.

* Reminder about how FEMA works in the State: there is a statewide monetary threshold to meet, but there is a countywide threshold as well. The County may not reach its threshold, even though the State has; in this case, none of the damage within the County is eligible for relief.

**Adjournment**

With the Windham delegation wishing Meghan happiness with impending birth of her child this summer, Maureen moved that the meeting be adjourned at 9:35. All were in favor.

Respectfully submitted by Maureen Bell, May 3, 2019