**Windham VT Selectboard Minutes**

**November 7, 2022 Regular Meeting**

**at Meeting House and on Zoom**

**Via Zoom *Others attending via Zoom:***

George Dutton, selectboard

Michael Pelton, selectboard

Mary McCoy (Mac), selectboard clerk

**At the Meeting House**

Kord Scott, selectboard chair

Richard Paré, road foreman

Imme Maurath

Tom & Louise Johnson

Tom & Eileen Widger

Ginny Crittenden

Jim Lawler, constable

Ashley Pinger, animal control officer

Bill Dunkel

Maureen Bell

Gail Wyman

Abby Pelton

Jeff Rubin

Pat McLain

**1. Start Recording and Call to Order**

Kord announced the meeting, started the recording, and called the meeting to order at 5:31 PM.

**2. Changes to Agenda**

There were no additions to the agenda.

**3. Announcements/Reminders**

Kord thanked Gail Wyman for her extra work as assistant treasurer while Kathy (town treasurer) is recuperating. Bill Dunkel said the Window Dressers are set to begin on November 11. More volunteers are needed to build the window inserts. He thanked the WCO for providing lunch.

**4. Act on Minutes from 10/17/22**

There were no changes to the minutes from the meeting on October 17, 2022.

**Motion:** To approve the October 17th minutes. Kord moved, and all agreed.

**5. Public Comment**

There were no comments from the public.

**6. Correspondence**

There was no correspondence.

**7. Payroll/Bills**

There were no questions and nothing to discuss.

**Moved:** To approve the pay orders received from the town treasurer. Kord moved, and all agreed.

 **Moved:** To have Kord sign for the payments presented. Kord moved, and all agreed.

**8. New Business**

 **A)** FY23 VTrans Municipal Highway and Stormwater Mitigation Grant Award/Salt Shed – The $500,000 grant has been approved to renovate or replace the salt shed; however, it would be worthwhile to see if we might find another location for it that has more space. Michael suggested we get a prefabricated building, and Kord said another option is to use an approved design from VTrans.

 **Next Step:** Look for another property for the salt shed, and begin the grant acceptance process.

 **B)** Diesel Fuel & Road Salt Supply Chain and Cost Issues – We have ordered 300 tons of salt, and already have 150 tons, which should be enough for the season. Fuel is more problematic, as there is a shortage. The cost has increased and is expected to continue to go up. We need to consider if there are ways to reduce consumption and if there are alternatives to our current supplier. Our tank of 1000 gallons lasts about one week in the winter. We could use a larger tank to buy more before prices increase, but there is no room for a larger tank. There is also no place to mount our former tank of 500 gallons for reuse. We need to budget for an increase in fuel costs to avoid going over the budgeted figure.

 **Next Step:** Look for a location for another fuel tank, and consider ways to conserve fuel.

 **C)** Feasibility/Options for a Town Store – Michael said we need to think of ways the town can benefit from all the traffic that goes through Windham, which includes the Hamilton Falls traffic and the probable increase in traffic to the Conte Wildlife Refuge (the land on Glebe Mt. to be transferred from the Nature Conservancy). Perhaps the Meeting House could include a store where town’s people sell wares, art, food, etc. We could use the model of the West River Community Project.

 **Next Step:** Think about ways the traffic in town can be used to the town’s benefit. As the Meeting House committees move forward, they can consider this possibility.

 **D)** Town Office Interior Work and Lighting Requirements – The entryway to the Town Office and the clerk’s office have been painted and look great. However, brighter lighting is needed. Sparky has been there to see about changing the fixtures to brighter LEDs. The issue of the bad smelling and tasting water in the Town Office was raised.

 **Next Step**:Kord will have the water tested and see if a water filter is needed.

 **E)** Upcoming VT Transportation Alternatives Workshop – There is a grant possibility for creating pedestrian paths, with a workshop on November 16th about applying. Michael noted that paths may be less needed with the new and improved trails in the Conte Wildlife Refuge. Maureen said AARP has information on building pedestrian routes.

 **Next Step**:Michael will see if he can attend the workshop. Maureen will send the AARP info.

**9. Old Business**

 **A)** Recent Activities and Ongoing Plans for Constable and AOC – George spoke with Kermit Blackburn about Boo, his water buffalo that got loose and ate another resident’s crops. Kermit is addressing the problem. Ashley (sheriff’s animal control officer) reported that she had drafted an affidavit, saying Boo will be seized if he gets loose again. She has contacted Animal Welfare concerning the size of Boo’s pen, which she thinks is too small. She is also concerned about Kermit’s lama, which is a dangerous animal that should be better contained. Constable Jim Lawler said he has also talked with Kermit, who said he plans to improve his fencing. Jim and Ashley have been working together on this.

Jim reported that on October 30th, gun shots were heard on Abbot Road, and he found blood and feathers in the area, indicating that a turkey had been killed, apparently shot from the road. This is illegal, as is shooting so close to homes. Jim was unable to find the shooters or their vehicle, and he turned the matter over to the Fish and Game wardens. Jim will be at the polling place tomorrow. He plans to create a Facebook page where town’s people can get information about his activities.

 Michael reported on two other recent events. Someone was spotlighting a field at night near Todd Road. Someone else was hitting golf balls into Burbee Pond. Jim said that people can call him with issues like these.

 **Next Steps:** Jim and Ashley will continue to monitor the situation with Kermit. Jim will work on creating a constable’s Facebook page.

 **B)** Town Speed Limits per Sheriff’s Email – Kord reported that we can update our highway ordinance and, by statute, the selectboard can set speed limits from 35 to 50 mph. Jeff Rubin said he lives on Windham Hill Road, and its smooth resurfacing as resulted in speeders, some going 70 mph. He thinks that that lack of enforcement is the problem. He suggested that in other locations, speed cameras have been used that result in people getting tickets in the mail. That is also a way for jurisdictions to make money. Kord said that speeding is an ongoing problem on many roads, paved and unpaved, and he agreed that increased enforcement is needed.

 **Next Steps**:Kord will get info from VLCT about updating our speed ordinance. Maureen will share her notes about this. Kord will ask Richard about the costs and requirements for speed limit signs and will report on this at the next selectboard meeting.

 **C)** Town Office Ventilation Project – The installation of the insulation in the Town Office will take place December 14-16, and the ventilation needs to be determined before that. We have one estimate from Alliance, and Al Jeffers is coming to give another estimate. George said there are two companies called Jeffers and both should be contacted. Kord is also investigating the possibility of the Lunos system.

 **Next Steps:** George will send Kord the phone number for Cody Jeffers, and Kord will contact him. Kord will also see if the Lunos system is an option. A decision about the ventilation system will be made at the next selectboard meeting.

 **D)** Town Office Data Backup System – Kord reported that he has ordered a backup system.

 **E)** ARPA Report – Mac reported that so far 47 people have taken the survey on the committee’s eight proposed projects. She thinks that the $118,380 given to the town will be enough to provide funding for all of the projects, although some not in full. She said that at the committee’s next meeting, they will review the results from the survey, but they need clarity from the selectboard on their role, in particular, who gets the cost estimates and oversees the projects. Currently, there is someone on the committee who is advocating for each project who could take charge of this work, but that is not in the committee’s job description. She also asked what the town policy is in terms of the number of estimates required for services or purchases.

 **Next Step:** Kord will send Mac the town policy on required estimates. Mac will ask the committee members if they will take charge of getting the estimates and coordinating the services or purchases needed on the projects.

 **F)** LHMP Project – Kord reported that the planning team has been created, and he thanked everyone who has volunteered to serve.

**10. Adjourn Regular Meeting, Stop Recording, and Enter Executive Session**

 **A)** Preparations for the Road Crew Annual Performance Review

 **Moved:** To adjourn the regular meeting at 6:56 PM, and enter into executive session. George moved and all agreed. The recording was stopped.

**11. Adjourn Executive Session, Restart Regular Meeting, and Restart Recording**

**Moved:** To end the executive session at 7:36 PM, restart the regular meeting, and restart the recording. Kord moved and all agreed

 **A)** Report on Executive Session Decisions – The selectboard decided that Kord, the road commissioner, would conduct the performance reviews, and they determined what the road crew’s compensation will be for the coming year.

**12.** **Adjourn Regular Meeting and Stop Recording**

 **Motion:** To adjourn the regular meeting and stop the recording at 7:37 PM. George moved and all agreed.

**The next selectboard meeting is scheduled for Monday, November 21 at 5:30 PM**

Respectfully submitted,

Mary McCoy (Mac), selectboard clerk