

**Windham VT Selectboard Minutes
July 15, 2024 Regular Meeting
Held at the Meeting House and on Zoom**

Present at the Meeting House

Kord Scott, selectboard chair
Michael Pelton, selectboard
Mary McCoy (Mac), selectboard clerk
Alison Trowbridge
Pete Newton
Diane Newton

Present on Zoom

George Dutton, selectboard	Phil McDuffie
Maureen Bell	Bill Dunkle
Imme Maurath	Ron Phillips
Tom & Louise Johnson	Jon Gordon
Barbara Jean Quinn	Abby Pelton
Crystal Corriveau	Bea Eliastam

1. Start Recording and Call to Order

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

2. Additions/deletions and/or changes to agenda – There were no changes.

3. Announcements – There will be an ice cream social at the Meeting House, sponsored by the Windham Community and the Windham Historical Society, from 3:00 to 5:00.

4. Act on the minutes from the July 1, 2024 selectboard meeting

Motion: To approve the July 1, 2024 selectboard minutes; George moved, and all agreed.

5. Public Comments – There were no public comments.

6. Correspondence – The only correspondence received is on the agenda for this evening.

7. Payroll/Bills

Motion: To approve the check warrant reports from the town treasurer. George moved, and all agreed. Kord will sign these.

8. Guest and Staff Reports with Discussions and Possible Decisions

A) Road Foreman – Kord reported for Richard, who was not present. Engineer Everett Hammond’s proposal for repairs to West Windham Road was approved by FEMA with work to be completed by January 2025. Kord is coordinating a meeting with FEMA reps, Everett, and himself. Michael and George want to attend as well, and they want to include an inspection upstream from West Windham Road where there is other erosion. With all three selectboard members there, it will need to be a warned meeting with minutes taken. Cobb Brook Road was damaged also but it is a Class 4 road will not be eligible for FEMA funding.

Richard is focused on other work. Ellen is helping to redo the access permit to include right-of-way work that needs approval.

B) Grant Strategist – Cathy reported that we did not receive the Trust Initiative grant, but we can try again. October has been set by the Windham Regional Commission (WRC) for the needs assessment of the Meeting House. Cathy is waiting on input from the Bruhn grant reps, but we can go ahead and schedule the painting of the Meeting House by sending out RFPs for the work to be done this autumn. She has reached out to other towns about applying together for the Energy Efficiency Grant. This is necessary because the smallest amount that can be

requested is at least \$50,000, far more than Windham needs. Another possibility is working with the West River Valley 100% Renewable group. She is reaching out to Willy regarding the sale of the exhaust hood.

C) Grant Administrator – Imme reported that she signed paperwork this morning that finalizes payment from FEMA for the Wheeler Road culvert work. She learned from the WRC that they do not need to review the LHMP report annually. However, she advised that we do an internal review annually. She has reviewed the Hazard Mitigation Grant to see if we can use it for work on Chase Road. The selectboard asked her to apply for this.

Next Step: Mac will put the LHMP report on the calendar for annual review. Imme will apply for a Hazard Mitigation Grant for work on Chase Road.

D) Town Clerk – Ellen was not present to give a report.

E) Planning Commission – Bill said the Planning Commission is concluding discussions about steep slopes and density requirements. They are still seeking clarity on wetlands. In a month or two, they will present suggested changes to the selectboard. Crystal asked how Windham will avoid what happened in Londonderry with an uproar there about changes proposed by their PC. Bill said he did not anticipate that here, as we aren't making any "hot button" changes. Our PC will need to change some regs to meet new legislation that promotes affordable housing, including allowing two-family homes on plots approved for one-family homes and allowing two homes on one property. He said there would be no changes without thorough discussion by the town's residents.

Bill also reported for the Energy Committee. The Window Dresser work is scheduled at the Meeting House for the same day as the state and national elections will be there. They will change their date or the place, perhaps using the schoolhouse.

Next Step: The selectboard will seek community input before any regulations are changed. Mac will add an Energy Committee report from Bill to future agendas.

F) Webmaster – Bea reported that Curly Sprouts Creative has an outline for the reorganization of the town's website. There will be an overview of all the groups listed on the website, and they want input from each group's chair that describes their group.

Next Step: Bea will email the chairs of each town group with a format for them to follow.

9) New Business

A) Decide who will take minutes for Mac on August 5th – Mac suggested Antje Ruppert.
Next Step: The selectboard will take care of finding a replacement.

B) Decide who will write Selectboard Report for WN&N (due 8/15) – Mac will write it.

C) Discuss letter of support for Friendly Gathering – Dillon Lowell requested a letter of support from the selectboard. Kord has asked Bob Fisher to draft a letter that does not obligate the selectboard. Tim Waker owns the property, and he and others want the gathering to happen, although some residents do not. Maureen said the gathering is already posted with the date and location, and tickets are available for sale. If we want any involvement, it would be regarding traffic and parking on town roads. We can request extra presence from the Sheriff's Department.

Next Step: Discuss Bob's draft letter and decide whether to send it.

D) Discuss Alison T's letter of support request re Hamilton Falls – Alison, Diane, and Pete explained that entry to the falls from West Windham Road had decreased, and they want to keep it that way. They are concerned that proposals by the VT Dept. of Forest, Parks and Recreation will increase traffic on West Windham Road and diminish the natural beauty of the area. The proposed steps include building an observation deck, creating a new path to the falls, and adding a porta-potty. Alison read a letter (attached) that she and others asked the selectboard to sign. There is a meeting on the 18th with the DFP&R, and she asked residents to attend and express their view that the steps the DFP&R is proposing would be a mistake. There is also a petition with about 50 signatures, so far, asking that no changes be made. Others commented that increased traffic to the falls from Windham will make it harder for rescue vehicles to get through and would increase the trash being left behind. Some concern was expressed that the selectboard should not sign a letter in opposition to the proposed changes until after the 7/18 meeting when they can hear what other residents have to say.
Motion: To sign the letter as presented. George moved, and all agreed.
Next Step: Ask Ellen to send out another announcement about Thursday's meeting.

E) Discuss correspondence from Crystal Corriveau re L&G agreement – Crystal explained that she has been unable to find conclusive documents regarding the requirement to send Windham students to Leland and Gray for middle school. There was some discussion about whether this is selectboard matter or one for the school board, and it was agreed that both boards may need to be involved in resolving this issue. The school board and supervisory union are already investigating it, and there is no need for the town to spend money on legal support at this time.
Next Step: Discuss this with the school board.

10) Old Business

A) Discuss Open Meeting changes (advisory/non-advisory, Garrett B's comment – Kord said this matter is still confusing, and he is awaiting clarity from Garret B.

B) Discuss Constable's qualifications, duties and compensation – Michael reported that he drafted a description of the job, based on language from the VLCT, and he shared it with the selectboard and Phil McDuffie. He will take the feedback he received and pare down the job description. He asked that the selectboard discuss what the constable needs to do and what qualifications they want the constable to have. Should a background check be required? Kord noted that we also need to know if anyone is interested in the job, and he commented that the sheriff's animal control officer's hours have been decreased, so support for the ACO will need to be a key duty of the constable.
Next Step: Continue discussion on this matter.

C) Update on School Board request for a joint meeting re school building – Abby said the school board will not meet in July, and it would be best to have a joint meeting in September.
Next Step: Plan to meet with the school board in September.

D) Update on follow-up steps from Fire Marshal visit (Class K extinguisher, hood, etc.) – Kord reported that he had a quote for the extinguisher of \$425. This is something we have to have. A final decision about selling the hood will be made after Cathy hears from Willy on buying it back from us. Michael said he wasn't convinced we should sell the hood.
Motion: If the hood is sold, the funds (which came from an AARP grant) should be used first

for safety purposes in the kitchen, including for the extinguisher and more electric outlets, and secondly for kitchen appliances. George moved, and all agreed

E) Update on upgrades for phone and internet services – George reported that he had sent the numbers (cost and services) by email. Kord said they need to see a clear comparison of prices and services. George said the phone and internet provided to the Town Office by CCI is \$186 per month, and First Light would provide much faster internet for \$326.40 per month. **Next Step:** George will send the requested comparison by email that includes the phone and the service provided.

F) Decide what to do with old AV equipment – The selectboard decided to give the old equipment that still works to the Meeting House to be sold at a tag sale, and that nonworking equipment be disposed of properly. **Next Step:** George will identify which equipment no longer works.

11) Adjourn regular meeting and stop recording.

Motion: To adjourn the meeting at 6:59 PM. George moved, and all agreed.

12) Enter into executive session.

Motion: To enter into executive session to discuss pending or probable civil litigation or a prosecution to which the public body is or may be a party. Kord moved, and all agreed. Kord placed the remaining participants in Zoom’s Waiting Room and stopped recording at 7:00 PM.

13) Return to regular meeting and start the recording.

The selectboard returned to the regular meeting at 7:44 PM. Kord announced that no action had been taken.

14) Adjourn regular meeting and stop the recording.

Motion: To adjourn the meeting at 7:45 PM. Michael moved and all agreed.

**Next Regular Selectboard Meeting is scheduled for
Monday, August 5, 2024 at 5:30 PM**

Respectfully submitted,
Mary McCoy (Mac), selectboard clerk
Approved August 5, 2024