

**Town of Winhall Selectboard**  
**Meeting Minutes for Wednesday, January 17, 2024**

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**PRESENT:** Stuart Coleman; Bill Schwartz; Julie Isaacs; Lucia Wing (Secretary); Lissa Stark (Town Administrator); Trevor Dryden (Roads); Scott Bushee (Facilities), Al Bilka (Ass. Town Clerk); Beth Grant (Town Clerk); Deb Avison (Town Treasurer)

**ALSO:** Donald Derby (Roads), Peter Strife (Resident), Marcel Gisquet (Planning)

**CALL TO ORDER:** Coleman called the meeting to order at 5:30 PM at the Town Hall.

*Added to the agenda: sign Certificate of Highway Mileage; motion by Isaacs; seconded by Schwartz; unanimous.*

**EXECUTIVE SESSION:**

At 5:30 PM the Selectboard voted to go into executive session to discuss personnel matters; *motion by Isaacs; seconded by Schwartz; unanimous.* At 6:25 PM the Selectboard voted to come out of executive session; *motion by Isaacs; seconded by Schwartz; unanimous.* Out of executive session, no decision was rendered.

**PUBLIC COMMENTS:** (None)

**TRANSFER STATION & FACILITIES REPORT:**

Transfer Station: Bushee reported (4) garage doors- (3) on the main Town garage and (1) on the 3-bay were not working properly; all needed repair; parts had been ordered. Bushee added the new Transfer Station system was working as planned with paper and recyclables in the same container and cardboard in the other; the Town was saving money; more signage would most likely help.

Police Station: Bushee reported plumbing & electrical issues on the police side of the Town Hall required repair; he had contacted Sparky Electric and a plumber to fix it and get it working properly.

**ENERGY COMMITTEE REPORT:** The Committee had moved forward and created a dashboard as approved by the Selectboard relative to the (5) municipal buildings requiring energy upgrades especially the Fire Station; discussion followed about the eventual need to replace the building.

**HIGHWAY DEPARTMENT REPORT:**

1) Dryden reported some Town dirt roads remained rutted after the recent torrential rain; they had required much gravel to level them out and are much improved as a result. One of the Town plows required equipment repair; there had been several snow storms to date; Coleman reported he and Dryden had met with Gregory Jay, #46 Deep Woods Road. A solution had been reached relative to large rocks located in the cul-de-sac.

2) The Town Clerk reminded the Selectboard to sign the Title for the woodchipper sold to Kevin Polhemus. *Motion by Schwartz authorizing Stuart Coleman to sign the Title; seconded by Isaacs; unanimous.*

**CERTIFICATE OF HIGHWAY MILEAGE:** After review, the Selectboard signed the above Certificate- total of 55.682 miles of Town roads in Winhall; *motion by Isaacs; seconded by Schwartz; unanimous.*

**PLANNING COMMISSION APPOINTMENT:** After review, the Selectboard appointed Peter Strife III to the Winhall Planning Commission; *motion by Schwartz; seconded by Isaacs; unanimous.* Strife would fill Jerry Driscoll's term ending June 2026.

**TOWN PLAN UPDATE:**

Marcel Gisquet, Chair WPC, came before the Selectboard requesting they approve and sign the agreement between the Town of Winhall and the Windham Regional Commission per the grant awarded the Planning Commission to update the Winhall Town Plan; *motion by Isaacs authorizing Stuart Coleman to sign the*

**contract; seconded by Schwartz; unanimous.** Discussion followed relative to the Town Plan Amendment re: establishing a Village Designation Center. A public hearing for the Selectboard to adopt the amendment was scheduled for 2/7/24 as required.

**SHORT-TERM RENTAL ORDINANCE:**

Gisquet reported that VLCT had completed its legal review of the Winhall STR Ordinance; they had offered both recommendations and some requirements be implemented. Gisquet added that ordinances not reviewed by VLCT (legal) potentially could be tested in court. He had also reached out to GovOs (Contractor) letting them know the current status of the Ordinance which most likely would require a couple of months to revise; discussion followed.

**EXECUTIVE SESSION:**

At 7:20 PM the Selectboard voted to go into executive session to discuss personnel matters; ***motion by Isaacs; seconded by Schwartz; unanimous.*** At 7:40 PM the Selectboard voted to come out of executive session; ***motion by Schwartz; seconded by Isaacs; unanimous.*** Out of executive session they agreed to pay Marcel Gisquet \$35.00 per hour to revise the STR Ordinance per VLCT recommendations; he would submit bi-weekly work sheets to the Town Administrator; ***motion by Isaacs; seconded by Schwartz; unanimous.***

**OTHER BUSINESS:**

After discussion, the Selectboard appointed Lissa Stark, Winhall Town representative to the So. VT Communications Union District and Town representative to the Mountain Towns Recreation Advisory Committee; ***motion by Isaacs; seconded by Schwartz; unanimous.***

**2023 EQUALIZATION STUDY RESULTS:** The State of Vermont study had calculated the Common Level of Appraisal (CLA) for Winhall @65.99% and Coefficient of Dispersion (COD) @26.97%.

**BENSON FULLER INTERSECTION UPDATE:** FYI  
**AFFORDABLE HOUSING/WASTEWATER UPDATE:** FYI  
**LIQUOR BOARD:** (No report)

**TOWN MEETING WARNING:** Town Meeting “ARTICLES” had been approved pending the petition deadline the following day- 1/18/24.

**POLICIES & PROCEDURES/AUDIT: UPDATE:** FYI


**CORRESPONDENCE:** Included VLCT training seminars.

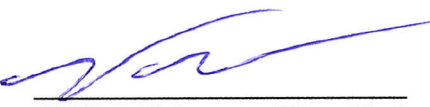
**PAST MEETING MINUTES APPROVAL:** After review, the Selectboard approved the meeting minutes of 1/3/24 as presented; ***motion by Schwartz; seconded by Isaacs; unanimous.***

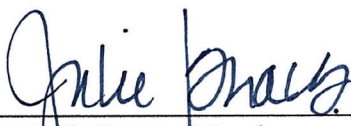
**WARRANTS:** After review, the Selectboard approved warrant 1/17/24 as presented; ***motion by Schwartz; seconded by Isaacs; unanimous.***

As there was no other business, the meeting was adjourned at 7:50 PM; ***motion by Schwartz; seconded by Isaacs; unanimous.***

Lucia Wing,  
Secretary Winhall Selectboard

  
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Stuart Coleman, Chair

  
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William Schwartz, Vice-Chair

  
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Julie Isaacs, Member