

**Town of Winhall**  
**Meeting Minutes for Wednesday, February 15, 2023**

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**PRESENT:** Stuart Coleman Bill Schwartz; Julie Isaacs; Lucia Wing (Secretary); Lissa Stark (Town Administrator); Scott Bushee (Facilities)

**IN ATTENDANCE:** Deb Avison (Town Treasurer), Beth Grant (Town Clerk), Jeff Cavagnino & Pat Moyna (Stratton), Ron Stark (Fire), David Scott, Heidi Pancake, Jason Rickles, Travis Thiele (Jamaica Mt Bike Alliance)

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

- Add (2) Agenda Items: E & O & liquor board meeting

**PUBLIC COMMENTS:** (None)

**STRATON ACCESS ROAD UPDATE:**

- Cavagnino and Moyna (Stratton) and the Selectboard met to discuss the next steps for the Access Road. All agreed to improve the Town line approx. 1.4 miles to the entrance of Summit View Road (High Meadow) and put out an RFP immediately in two separate bids allowing a bidder to bid on both. Discussion included current and pending hydraulic studies from the State; paving; the number and size of individual culverts needed to be replaced in that section; road closures; and cost. Stratton would get together with the Town Administrator to review all the culvert details including hydraulic studies.
- The Selectboard agreed to put out an RFP immediately for an engineering study on the Upper Taylor Hill/Benson Fuller intersection. Schwartz and Isaacs had unsuccessfully tried to reach the owners on Mt Haunts Road.

**ACCESS PERMIT:**

After review, the Selectboard approved a final access permit for David Key, 486 Winhall Hollow Road; *motion by Schwartz; seconded by Isaacs; unanimous.*

**TRANSFER STATION:**

- Bushee reported he was waiting for a new contract from Casella and would review details; Northeast Association had sent a letter commending Winhall's recycling efforts; auditors would like to establish an inventory policy for trash bags sold at the Transfer Station; discussion followed.
- Bushee reported he had met with the cleaning person; it was clear the municipal buildings in question got considerably more usage- Fire Station, Town garage; and Community Center needed increased cleaning. After review, *Isaacs made the motion to accept the new cleaning proposal with additional money of approx. \$250-\$300; seconded by Schwartz; unanimous.* Discussion followed to set-up a confirmed timeline.
- Bushee reported the Winhall Library's front handicap ramp needed to be upgraded; there was potential for a grant; discussion followed. Bushee and the Town Administrator would investigate. Bushee reported he was meeting with Travelers Insurance for a walk thru; the back of the Town Hall needed drainage work and would require an RFP if over \$10,000; and the 4-bay still needed work; Bushee would try to find someone to do the repairs.

**JAMAICA MT ALLIANCE: PRESENTATION:**

JAMBA came before the Selectboard to ask permission to develop mountain bike trails on a portion of the Town Forest; they had reached out to the forest service who was supportive; and would be working with Stratton to access the trails thru the former golf school. The Selectboard was agreeable provided all components were in place ahead of time. Heidi Pancake talked about developing a Mt bike trail at the end of Kendall Farm Road in conjunction with the Catamount Trail system. E-bikes and all pedal assist bikes were welcome.

**AFFORDABLE HOUSING:**

Isaacs reported volunteers had come forward relative to serving on an affordable housing committee. Affordable housing was key in bringing a work force to the local area.

**CANNABIS CONTROL BOARD:**

The Selectboard was currently the cannabis control board in Winhall.

**MUNICIPAL WASTEWATER SYSTEM:**

The Town Administrator reported grants for wastewater projects were available, but the first the Winhall Town Plan had to be revised and designate Bondville a Village Center; the Planning Commission was waiting for a grant from the Windham Regional Commission to move forward.

**COMMUNICATIONS UNION DISTRICT UPDATE:**

FYI: Fred Schwacke extended his feedback to the Selectboard and would stay in touch with them relative to expanding broadband in Winhall.

**SHORT-TERM RENTALS UPDATE:**

The STR Committee was working on a short-term rental ordinance and would soon have a draft. Isaacs asked to bring it up at Town Meeting as an agenda item.

**TOWN-WIDE REAPPRAISAL:**

The Selectboard had signed the contract with NEMRC for a Town-Wide Reappraisal to commence in 2026.

**TOWN OFFICE COMPUTER SYSTEM (IT) UPDATE:** FYI: Improved internet access

**LIQUOR BOARD MEETING:**

At 6:30 PM the Selectboard voted to close its meeting and open the Liquor Board Meeting. After review with the Town Clerk, the SB approved three (3) licenses for the Workhouse Café including outdoor consumption and one (1) outdoor consumption license for ADT Hospitality (Bromley View); *motion by Schwartz; seconded by Isaacs; unanimous*. The Selectboard agreed to leave Liquor Board Licenses on the agenda as an FYI. The Selectboard voted to re-open its meeting at 6:45 PM.

**TOWN REPORT:** The Town Clerk asked that in the future the **Town Report** be edited for potential errors.

**ADMINISTRATIVE/CORRESPONDENCE:** FYI: Treasurer's report. FYI: Policy updates.

**ERRORS & OMISSIONS:** After review, the Selectboard signed the "No Appeal Pending" *motion by Schwartz; seconded by Isaacs; unanimous*.

**PAST MEETING MINUTES APPROVAL:** After review, the Selectboard approved the meeting minutes of 2/1/23 as presented; *motion by Schwartz; seconded by Isaacs; unanimous. minute*

**WARRANTS:** After review, the Selectboard approved warrant 2/15/23 as presented; *motion by Schwartz; seconded by Isaacs; unanimous*.

**EXECUTIVE SESSION:**

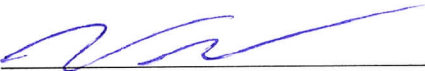
At 7AM, the Selectboard voted to go into executive session to discuss personnel matters; motion by Schwartz; seconded by Isaacs; unanimous. At 7:30 PM the Selectboard voted to come out of executive session; motion by Schwartz; seconded by Isaacs; unanimous. No decisions were rendered.

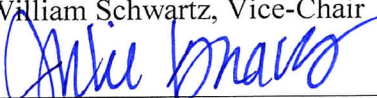
**BUDGETS / SALARIES:** The Select Board, Town Administrator, and Treasurer discussed budgets vs. actuals, employee salaries, CTO and benefits, and budgeting more for CPI/CTO increases. There was discussion about creating a reserve fund for employee CPI/CTO increases.

As there was no other business, the meeting was adjourned at 7:45 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