

**Town of Winhall Selectboard  
Bondville, Vermont 05340  
Meeting Minutes for Wednesday, March 2, 2016**

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**PRESENT:** Bill Schwartz, Stuart Coleman, Dave Glabach (new member), Lucia Wing (Secretary); Lissa Stark (Town Administrator); Trevor Dryden (Roads), Scott Bushee (Facilities)

**ALSO IN ATTENDANCE:** (None)

**CALL TO ORDER:** Schwartz called the meeting to order at 5:05 PM at the Town Hall.

First the Selectboard welcomed new Selectboard member, Dave Glabach.

**ELECTION OF SELECTBOARD CHAIR, VICE-CHAIR & MEMBER:**

After review, *Schwartz made the motion to elect Stuart Coleman, Chair; seconded by Glabach; unanimous.* After review, *Glabach made the motion to elect Bill Schwartz, Vice-Chair; seconded by Coleman; unanimous.* After review, the Selectboard approved the Board meeting dates, the first and third Wednesdays of the month at 5:00 PM; *motion by Coleman; seconded by Schwartz; unanimous.* After review, *Schwartz made the motion to approve the Vermont News Guide as media of record; seconded by Coleman; unanimous.* After review, the Selectboard approved the Town Office, Winhall Market, Bondville Post Office, and Town Transfer Station as the official posting areas; *motion by Coleman; seconded by Glabach; unanimous.*

**APPOINTMENTS FOR MARCH 2016:**

After review, the Selectboard approved the following appointments; *motion by Schwartz; seconded by Coleman; unanimous:*

Pound Keeper- *Patrick Salo*

Animal Control Officer- *Patrick Salo*

Tree Warden- *Stuart Coleman*

Windham Solid Waste District Representative- *Scott Bushee*

Town Service Officer- *Elizabeth Grant*

Windham Regional Commission Representatives- *TBD*

Selectboard Member to sign warrants between meetings- *Stuart Coleman, alternate Dave Glabach*

Selectboard Member to sign pay orders between meetings- *Stuart Coleman, alternate Dave Glabach*

**PUBLIC COMMENTS:** (None)

**WINHALL TAX SALE:** After review, the Selectboard authorized Stuart Coleman to represent them at the tax sale in Winhall on 3/3/16; *motion by Schwartz; seconded by Glabach; unanimous.*

**POLICE/FIRE/RESCUE REPORT:** (No report)

**TRANSFER STATION REPORT:**

Bushee reported the Transfer Station was running as expected. Discussion followed relative to signs. Bushee reported that 4,000-45,000 pounds of electronics @ 5 cents per pound were shipped out of the Transfer Station weekly. Stark and Bushee would come up with a plan to sell the Rapid Reel. Bushee would hire someone to seal the cracks in the pavement.

## **FACILITIES REPORT:**

**Town Garage:** Bushee reported the leak around the air exchanger had been fixed. The modem/IT box at the Town Office was too hot; it needed ventilation.

## **HIGHWAY & ROADS REPORT:**

1) Dryden reported the Highway Department helped out with a rescue call at Cole Pond. Chaves would be delivering gravel next week. Dryden reported he was vacationing in Florida, April 14-27. Stark & Dryden would review the approved budget and create an RFP for purchase of a roadside mower.

2) Four bids had been submitted for the used 550 Truck @\$1,250, \$5,000, \$8,100, and \$8,789.96 respectively. After review, Schwartz made the motion to sell the 550 truck to Steve Avison, the highest bidder, for \$8,789.96; *motion by Coleman; seconded by Schwartz; unanimous.*

## **OLD BUSINESS:**

**Vermont Fish & Wildlife Proposal:** The Selectboard discussed the Dritz property in Winhall (200-+) acres currently under contract with Fish & Wildlife; the property abutted Gale Meadow Pond. Discussion followed. The Selectboard agreed to table making a decision until the next meeting.

**Tank/Card Reader System:** The Selectboard discussed installing a tank/card reader system for employees to use at the gas pumps at a cost of \$7,000. A reader system would record how much fuel was used and by whom.

**Cemetery Policy:** The Cemetery Policy was in process pending further information. Coleman was still working on details.

**Winhall Highway Policy:** Discussion included the "Notice of Violation and Intent to Institute Proceedings" form changed to "Notice of Violation and Intent to Revoke Permit Proceedings." Stark had contacted VLCT about the above; discussion followed.

**Winhall Town Plan:** Wing explained that the Planning Commission had scheduled two dates for review of the Town Plan amendments: April 12<sup>th</sup> informational hearing and May 17<sup>th</sup> public hearing. The revised draft of the Town Plan would be distributed to all surrounding townships as well as the Windham Regional Commission, Housing & Community Affairs, and Selectboard. The next final step would be for the Selectboard to hold its public hearing and adopt the changes.

**Lower Taylor Hill Bridge:** Coleman would continue investigating prices and other particulars. Schwartz informed Coleman that Mathew Beck, Engineer also had knowledge of the bridge.

**Former Town Hall:** Coleman had scheduled a meeting with David Cotton Architects and Fire & Safety at the former Town Hall. The first phase of the project was to jack up the building and pour a proper foundation to someday incorporate an elevator and house the furnace.

**Winhall School Board:** FYI: The Selectboard required a meeting with the School Board ASAP re: the Town purchasing the building; Coleman would contact Marty Nadler.

**NEW BUSINESS:** (None)

**ADMINISTRATIVE: UPDATE:**

Stark reported she was working on a networking and back-up system (server) for the Town offices; a location had not been designated. Stark reported she had sent reserve account balances to the Selectboard for their review; discussion followed. Stark and the Selectboard left the meeting at 6:30 to review sites for the new server. They returned at 6:35 PM. They agreed to have Denis Roy modify the newly-built cabinet in the basement workout room to house the server if it could be kept cool enough; NEMRC would install the software.

**CORRESPONDENCE:** (None)

**PAYORDERS:** (None)

**PAYROLL:** After review, the Selectboard approved payroll #9 & #10 as presented; *motion by Coleman; seconded by Schwartz; unanimous.*

**APPROVAL OF PAST MEETING MINUTE(S):** After review, the Selectboard approved the minutes of February 17, 2016 as amended; *motion by Schwartz; seconded by Coleman; unanimous.*



As there was no other business, the meeting was adjourned at 6:45 PM; *motion by Schwartz; seconded by Coleman; unanimous.*

Meeting minutes respectfully submitted by,

Lucia Wing, Secretary  
Winhall Selectboard



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E. Stuart Coleman, Chair

  
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Bill Schwartz, Vice-Chair  
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David Glabach, Member