

**Town of Winhall Selectboard**  
**Meeting Minutes for Wednesday, April 15, 2020 (via Zoom)**

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**PRESENT:** Julie Isaacs; Stuart Coleman; Bill Schwartz; Lucia Wing (Secretary); Lissa Stark (Town Administrator); Trevor Dryden (Roads); Scott Bushee (Facilities); Chief Whitesell (Police); Beth Grant (Town Clerk)

**MEMBERS OF THE PUBLIC:** Unidentified individual.

**CALL TO ORDER:** Isaacs called the meeting to order at 5:00 PM via Zoom.

**PUBLIC COMMENTS:** None

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

**HIGHWAY REPORT:**

1) Dryden and the Selectboard discussed how the highway crew should proceed based on social distancing orders from the Governor's Executive Orders. Essential road maintenance was allowed, example South Road below; removing fallen trees, other debris, or any impediment which imposed a safety threat to vehicular traffic; and grading Town roads to prevent potholes and other safety concerns. Dryden and the SB discussed staggered days and times so that highway personnel would remain at a distance from each other. Dryden reported the crew was sanitizing and taking other preventative measures on a daily basis. The Selectboard would discuss further in executive session.

2) Dryden reported the culvert on South Road had been crushed in the latest wind storm. After discussion, ***Coleman made the motion to hire Chaves Excavating to replace the culvert and stabilize the road to prevent further damage; seconded by Schwartz; unanimous.*** The Town had a culvert in stock.

3) Dryden and the Selectboard discussed a complaint by a resident at 25 Old Lane Road. The resident stated there was flooding onto his property from the Road. Dryden would regrade the Road to help divert the flow of water.

4) Dryden questioned painting fog lines on the Access Road. The Selectboard agreed to bid out the job but then reassess based on the Governor's current executive orders.

5) Dryden and the Selectboard discussed about putting "sand" out to bid early for a potential better price. The SB agreed to wait for now. Discussion followed about the Cranberry Hill Road culvert replacement project scheduled for early July. The SB agreed the project should move forward but they would reassess based on the Governor's current executive orders; grant funding could be impacted.

**TRANSFER STATION & FACILITIES REPORT:**

Bushee reported all was going well at the Transfer Station. Alexander Bilka would fill-in for Jody Rowe on weekends when the Transfer Station was busiest. Bushee was working with Dryden's suppliers; masks and gloves were well-stocked for safety purposes and social distancing; and the attendants were sanitizing daily. The salt shed door was on hold for now.

**COMMUNITY HEALTH DISCUSSION:**

Beth Grant updated the Selectboard relative to her role in the community emergency plan. She reported she had delivered groceries to several residents; she reached out regularly to residents who were most vulnerable; all was well. She reported residents were cooperative at following CDC and State guidelines. She reported there was a Town-wide "burn ban" policy in effect. Community residents were making masks and donating them; the Roy's had donated masks to the Fire Department. Chief Whitesell reported he had sent out a "Law Enforcement Covid-19 Response Policy" to all department heads. He reported the WPD had documented an Airbnb short-term rental

unit which had been out of compliance. He had sent a copy informing the owner. Chief reported, in general, residents in Winhall were complying with CDC and State “stay safe, stay home” guidelines relative to the Covid-19 pandemic.

**APPROVAL OF PAST MEETING MINUTES:**

After review, the meeting minutes of April 1, 2020 were approved as presented pending signatures at a later date; ***motion by Isaacs; seconded by Schwartz; unanimous.***

**WARRANTS:**

After review, the Selectboard approved warrant 4/15/20 as presented; ***motion by Schwartz; seconded by Isaacs; unanimous. Coleman made the motion authorizing Bill Schwartz to sign the payorder and scan in; seconded by Isaacs; unanimous.***

**EXECUTIVE SESSION:**

At 6:00 PM, the Selectboard voted to go into executive session to discuss personnel matters; ***motion by Coleman; seconded by Schwartz; unanimous.***


At 7:00 PM, the Selectboard voted to come out of executive; ***motion by Coleman; seconded by Schwartz; unanimous.*** Out of executive session, the Selectboard voted to authorize Coleman to follow up on a complaint and the Town Administrator to send out a message to personnel; ***motion by Schwartz; seconded by Coleman; unanimous.***

As there was no other business, the meeting was adjourned at 6:35 PM; ***motion by Schwartz; seconded by Isaacs; unanimous.***

Lucia Wing, Secretary  
Winhall Selectboard

  
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Julie Isaacs, Chair

  
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Stuart Coleman, Vice-Chair

  
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William Schwartz, Member