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Town of Winhall Select Board
Bondville, Vermont 05340
Meeting Minutes for Wednesday, May 17, 2017

Present: Bill Schwartz, Stuart Coleman, Dave Glabach, Lissa Stark (Town Administrator); Scott Bushee (Facilities & Transfer Station), Trevor Dryden (Highway), Laura Gianotti (Arts Ctr), Pat Moyna (Stratton Corp).

Schwartz called the regular meeting to order at 5:00PM at the Town Hall in Bondville. After review, ***Schwartz made the motion to add Trevor Dryden to the agenda; seconded by Glabach; unanimous.*** There were no public comments.

Transfer Station and Facilities Reports & Discussion

Scott Bushee explained the SWIP and required public process in development of the plan. The Board was given the draft SWIP for review. Out of SW District as of June 30. In discussion with TAM about procedures. 4-bay roof looking into and Trevor will be getting in touch with VT Roofing for other ideas. Looked at Stratton's new Town Garage – roof done by VMS sub – are looking at other options than the rubber roofing for our 4-bay for longevity. Possibly building a second roof on top of the existing roof. Look at roof load and possibly the need for engineering to design new roof based on load. Gas leak at library; Irving found gas valve is leaking and has been fixed under warranty. Flag pole at FD is down to be repainted and will be put back up soon; buy a new one next year. Flag pole for Town Garage and Transfer Station next year. Food cupboard is up in front of Town Offices; complaints have been made about the look of the structure. It will be painted soon. Issues with underground propane tank at Town Garage; plan is to have fuel company remove fuel and Highway crew to remove tank. Denis Roy has looked at rotten trim boards for repair.

Highway Department

Trevor Dryden asked the Board questions about issues with outstanding financial balances and said that he had been told he cannot spend any more money until the Treasurer determines how much will be left in budget line items. Trevor asked for Board approval to spend money. It is unclear right now how much is left in budget lines until the Treasurer can give official figures. ***Stuart motioned to authorize Lissa talk to Beth to determine financial standing; if ok, Lissa can tell Trevor to move forward; Dave seconded; unanimous.*** Board told Trevor to stop spending money until the financial status has been determined.

Old Town Hall

Three bids were received (GPI, Wright, Martello Brothers); there was an issue of confusion among contractors with the plans not being finalized when the RFP went out. Contractors did not have the proper specs to bid on and that the proposals are not apples-to-apples. There was discussion of having Marcel Gisquet or a Clerk-of-the-Works to assist in the process. Plans were never finalized with Cotton Design. Plans have already been approved by VT Fire & Safety. There are many unknowns until the building is lifted. Scott said that a Clerk-of-the-Works should be involved until the end of the warranty period. Stuart and Dave said that Martello Brothers proposal was the most thorough and best deal. Stuart and Dave would be responsible for the Clerk-of-the-Works role in this project. ***Coleman motioned to accept Martello Brothers proposal up to \$200,000.00, with the possibility of taking funds from capital reserve fund to finish the project; seconded by Glabach. Coleman and Glabach voted YES; Schwartz voted NO and voiced concern over the decision. Motion passed.*** Lissa will work with Martello Brothers on the contract and send to the Board for review. Laura asked about moving items out of the Old Town Hall and when work would begin; work will begin in June. There was discussion about water cooler pick-up and having cleaners stop cleaning for May and June. Lissa will handle logistics.

Solar Net Metering Proposal ***Based on attorney review and various legal concerns, Coleman motioned not to enter into an agreement with Green Lantern; Glabach seconded. Unanimous.***

Stratton Access Road & Municipal Services Agreement

Repair work to be done on Access Road due to underground spring; before road was re-paved a few years ago, some work was done there, but unsure of how much. Stratton Corp is responsible for half of the cost of repairs

and the Town of Winhall is responsible for half. Stuart agreed to meet with Stratton Corp road crew to look at the issue. Board reviewed the Municipal Services Agreement. Pat Moyna agreed that repairs would be shared cost. ***Schwartz motioned to authorize Coleman and Trevor to meet with Stratton Corp's highway crew to come to an agreement on the repairs and associated cost; Glabach seconded. Unanimous.***

Lower Taylor Hill Road Bridge

Daniels Construction has done final grading and Bazin Bros put down first layer of pavement this week; guardrails were moved today. Next week will be final grading and final bridge inspection before it can be opened. Signs are being posted by the highway crew. Extra patrols will be needed to enforce the speed limit and direction. A section of the road needs to be reconstructed before two-way traffic is safe on the road and the intersection with the Access Road is dangerous; thus the rationale behind the road being open to one-way traffic, down only, even to residents along the road. There have been arguments made for two-way traffic, as well as one-way traffic in both directions. ***Coleman motioned that traffic on Lower Taylor Hill Road will be one-way down, until the road can be assessed for safety and improvements; seconded by Glabach. Unanimous.***

Stratton Law Enforcement Services Contract

Pat Moyna said that Stratton would like a new contract with a few changes; interested in only a one year contract, July 1, 2017 to June 30, 2018, with no auto-renewal clause. Bill addressed concern about timely payments made to the Town, which has been an issue in the past. Pat would personally oversee the payment process and work closely with Lissa. The Town needs to know by budget time if Stratton does not wish to have a contract in 2018/2019. Lissa will revise draft contract and send to all parties.

Access / Right-of-Way Permit Applications

The permit application for Sheila Townshend/Michael Driansky on Signal Hill was reviewed, but determined to be incomplete; requires Road Foreman approval first. Work to be done by Dryden Outdoors, so Dave will look at the project and make a recommendation to the Board. ***The Final Approval form for Lot #39 in Stratton Gardens was reviewed; motion to sign by Schwartz, seconded by Coleman. Unanimous.***

Miscellaneous

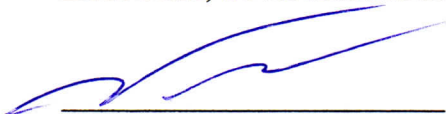
Dorr contract for portable storage unit at Old Town Hall was reviewed. ***Motion to sign contract made by Coleman, seconded by Glabach; unanimous.*** Project review sheet for new salt shed from Jackie Carr; Stuart is working to get the project review sheet. Dave noted that the walkway stones at Library need to be assessed for safety. Dave will ask Scott to look at the stones and determine how to proceed. Stuart noted that one highway truck has been at Delurey's for a few weeks due to issues with the alternator; should be coming back this week, but issue hasn't been found or fixed. Stuart gave an update on the recent equipment expo in Barre that he, Dave, and the road crew attended.

Payorder/Warrant After review, the Select Board approved warrant #05/17/17 as presented; ***motion by Coleman; seconded by Glabach; unanimous.***

Approval of Meeting Minutes After review, the Select Board approved the minutes of May 3, 2017 as presented; ***motion by Coleman; seconded by Glabach; unanimous.***

As there was no other business, the meeting was adjourned at 7:15 PM; ***motion by Coleman; seconded by Glabach; unanimous.***

Lissa Stark, Town Administrator



Bill Schwartz, Chair



E. Stuart Coleman, Vice-Chair

David Glabach, Member