

**Town of Winhall**  
**Meeting Minutes for Wednesday, September 20, 2023**

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

**ALSO:** Mike Cole & Andrea Ameden (Energy Committee); Mike McDonald (WRC); Nancy & Bob Oakes (residents)

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

**PUBLIC COMMENTS:** Nancy & Bob Oakes came before the Selectboard to personally thank them and the Highway Department for their great job cleaning up and improving the look of the cemetery on Winhall Hollow Road.

**TRANSFER STATION & FACILITIES REPORT:**

Bushee reported he had recently met with Mike Cole re: energy concerns in Winhall; the new compactor was on order 4-6 weeks out; the old compactor would be used for commingling and recycling purposes; and a meeting with a contractor for long needed upgrades to the 4-bay was tentatively scheduled. Discussion followed about renumbering 911 numbers in Winhall under the new State guidelines and installing knock boxes per the proposed Winhall Alarm Ordinance.

**ENERGY UPDATE:**

Mike Cole came before the Selectboard with more information about forming a Winhall Energy Committee; Mike McDonald, Windham Regional Commission energy coordinator, talked about his role in helping energy commissions get off the ground. Cole and the Selectboard discussed energy upgrades to municipal buildings and grants available from the WRC. Andrea Ameden, energy committee volunteer, introduced herself to the Board to talk about her background as an engineer. Discussion followed about the Energy Committee as a potential subcommittee of the Planning Commission, open meeting laws, posting, and meeting minutes. After review, the Selectboard appointed Mike Cole, Andrea Ameden, and Victor Wadolowski to the Energy Committee; *motion by Isaacs; seconded by Schwartz; unanimous.*

**HIGHWAY DEPARTMENT REPORT:**

Dryden reported Hunter Excavating was underway replacing culverts on Winhall Hollow Road; the road had been temporarily closed; the Winhall Hollow Road box culvert was in process; sand had been delivered by Hunter; salt was on order; and pre-bid meetings were scheduled for Monday, Sept 25<sup>th</sup> re: Cranberry Hill & River Road. The Town owned the culvert for Cranberry Hill.

**STRATTON ACCESS ROAD: CULVERT UPDATE:**

Weaver Excavating had sent a letter stating they could not start the final culvert replacement project on the Access Road until spring of 2024 even though the Army Corp of Engineers had issued all required permits. Discussion followed about checking culvert inventory owned by the Town and currently stored in Hunter's storage area below Birch Hill. To date, Weaver had been paid \$81,401.02 for installation of (2) culverts and other culverts that had not yet been installed. Coleman recommended moving the stored culverts to another location for security purposes; Dryden suggested behind the Fire Station. Weaver was asking for payment in the amount of \$42,525.50 for the remaining two metal culverts; not yet delivered. After further discussion, *Schwartz made the motion authorizing Coleman to contact Ferguson to review the culvert invoice and Weaver Excavating to find out the status of the culverts, his plans for finishing the project, and his contract with the Town of Winhall; seconded by Isaacs; unanimous.* Coleman stated a special meeting could be scheduled to discuss other contractors to take over from Weaver.

**ACCESS PERMITS:**

After review, the Selectboard approved a second access, no culvert required, for Adam Kroll, #91 Sylvan Ridge Road and an access permit, no culvert required, for Jessica Marullo for a lot on Pearl Buck Drive; *motion by Isaacs; seconded by Schwartz; unanimous.*

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

Schwartz reported on language changes to the Winhall Policy Regarding Conflicts of Interest & Ethical Conduct re: Federal grant programs; discussion followed. The Selectboard agreed to table approval until the following meeting.

**BENSON FULLER INTERSECTION: UPDATE:**

Dryden and the Selectboard reviewed GMP survey easements re: Benson Fuller Intersection improvements; Coleman suggested visiting the sight and sending the plans to Otter Creek Engineering for their review. In the meantime, the Selectboard agreed to hire a surveyor even though the owners had not responded to many attempts to contact them; *motion by Isaacs; seconded by Schwartz; unanimous.* Discussion followed about the rights of eminent domain.

**TOWN TREASURER REPORT:** The Town Treasurer submitted current financials; discussion followed.

**AFFORDABLE HOUSING/WASTEWATER UPDATE:**

FYI: The Town Admin. and Selectboard had discussed developing a Village Designation Center through the Town Plan in order to apply for wastewater grants. The Planning Commission had applied for a municipal grant and planned to revise the Town Plan soon.

**SHORT-TERM RENTAL UPDATE:** The Planning Commission was in process of reviewing the draft of the STR Ordinance and would send the draft to the Selectboard for their approval.

**TOWN CLERK UPDATE:** The Town Clerk reported she had achieved the next higher town clerk level of training. After review, the Selectboard appointed Grant Cemetery Commissioner; *motion by Schwartz; seconded by Isaacs; unanimous.*


**CORRESPONDENCE:** The Selectboard, Planning Commission, and Town Clerk had received an email from Ernie Salo's attorney relative to Black Cherry Hill Road.


**PAST MEETING MINUTES APPROVAL:** After review, the Selectboard approved the meeting minutes of 9/6/23 as presented; *motion by Schwartz; seconded by Isaacs; unanimous.*

**WARRANTS:** After review, the Selectboard approved warrant 9/20/23 as presented; *motion by Schwartz; seconded by Isaacs; unanimous.*

As there was no other business, the meeting was adjourned at 7:30 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