

Town of Winhall Selectboard
Meeting Minutes for Wednesday, October 17, 2018

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

MEMBERS OF THE PUBLIC: (None)

CALL TO ORDER: Schwartz called the meeting to order at 5:00 PM at the Town Hall.

PUBLIC COMMENTS: (None)

POLICE REPORT: (No report)

HIGHWAY REPORT:

1) Dryden reported line striping had been delayed; he expected D&L to start soon. The River Road paving project (Pike Industries) would begin the following week; discussion followed regarding the grant administered by WRC.

2) Dryden reported the grader needed some repair; new tires would be put on it for the winter. The Highway Department was currently grading Town roads; Kendall Farm Road would be graded next Monday. Dryden reported there were a number of downed trees due to high winds. The Pearl Buck sign had been stolen and would need to be replaced. The highway plows were gearing up for winter.

3) Dryden reported that several guardrails had been taken out by a vehicular collision on the Access Road near the Intervale entrance. Officer Gould had gathered information; the Town Administrator would put in an insurance claim for damage caused by the vehicle. Dryden would remove any dangerous materials from the damaged guardrails. Dryden also discussed a possible turn-around on West Hill Road across from Bill Schwartz' driveway; Coleman and Dryden would look at the site.

4) Dryden reported he had been approving bills on Monday mornings as requested by the Selectboard. He reported he planned to meet with the Town Administrator relative to the highway budget.

5) Coleman reported the McLellan trucks were longer than usual; therefore, sand yardage was correct. Bills had been paid.

6) After review, the Selectboard approved Access Permits for Harvey & Bernice Feuer, #38 Nearing Road; Trevor had approved the location. They also granted final approval for Thomas & Alice Gibbons #24 Nearing Road; ***motion by Isaacs; seconded by Coleman; unanimous.***

TRANSFER STATION REPORT:

1) Bushee reported he had gotten quotes for a new "Sno Pusher" for the bucket loader which would make moving snow and ice at the Transfer Station and other Town facilities easier and much safer. He stated he would like to limit liability in the winter by purchasing the pusher. The cost was \$7,000 with the possibility of a trade-in direct with the company; Bushee reported the Town did have the funds to pay for it. After further review, ***Isaacs made the motion to purchase the "Sno Pusher;" seconded by Coleman; unanimous.*** Discussion followed about replacing the bucket loader which was 10+ yrs. old. Isaacs would like to have more information; Coleman suggested putting out an RFP for a new bucket loader and see who responded and at what cost. Dryden would work with the Town Administrator on an RFP for the new bucket loader.

2) Bushee stated the doors had been ordered for the electronics shed but had not yet been installed by Ski Door. Bushee reported security was improved at the Transfer Station. Hazardous Waste Day was scheduled for Saturday 10/20; the Transfer Station office had been painted.

FACILITIES REPORT:

1) Bushee reported the Fire Station fire alarm system was not working properly due to an issue with the generator. He had contacted Sparky Electronic to take a look and fix the problem. Bushee had fixed it for now but did not know how long it would last. Bushee and the Selectboard discussed repaving the parking lot at the Fire Station. Bushee also talked about the heated floor, windows, and other repairs to the Fire Station. Bushee reported the Town Hall parking lot cracks had been sealed.

2) Bushee and Beth Grant had taken a look for a burial location at South Road Cemetery regarding the Halletts' request for a burial site.

OLD TOWN HALL: UPDATE:

Coleman reported the front of the Old Town Hall needed more stone. Dryden would put it on his agenda; discussion followed relative to storing food stuffs in the basement and how to monitor access to the building; Bushee suggested setting door lock access times for individuals to access the building. Discussion followed about revising the facilities use policy; setting up a 501(C) non-profit to handle donations; currently you could not donate directly to the Town; insurance matters; and accountability. The Selectboard discussed the lien by Accessibility Systems for elevator work. The balance due needs to be paid by Martello Brothers and the elevator needs to be working before the Community Arts Center could operate. As required, the elevator fan had been installed. Coleman agreed to move the sign lower on the side of the building.

WELCOME TO WINHALL SIGNS:

Isaacs would reach out to the sign-maker in Manchester and find out the status of the signs for the Access Road and Winhall/Jamaica town line. The Town Administrator had been unable to reach the contact at Flying Cow.

ADMINISTRATIVE:

1) The Town Administrator has been working with Cota & Cota on the outstanding Kearly Fuel invoices. The Town Administrator reported the auditors were half-way finished with the annual audit.

2) Isaacs talked about hosting an Employee Appreciation Day possibly in the spring.

3) The Select Board budget meeting was scheduled for Saturday, 11/17 at 9AM.

APPROVAL OF PAST MEETING MINUTES: After review, the Selectboard approved the minutes of October 3, 2018 as presented; *motion by Coleman; seconded by Isaacs; unanimous.*

WARRANTS: After review, the Selectboard approved warrant #10/17/18 as presented; *motion by Coleman; seconded by Schwartz; unanimous.*

EXECUTIVE SESSION: At 6:50 PM, the Selectboard voted to go into executive session to discuss personnel matters; motion by Coleman; seconded by Isaacs; unanimous. At 7PM the Selectboard voted to come out of executive session; motion by Coleman; seconded by Isaacs; unanimous. No decisions were rendered.

As there was no other business, the meeting was adjourned at 7:05 PM; *motion by Schwartz; seconded by Coleman; unanimous.*

Lucia Wing, Secretary
Winhall Selectboard



William Schwartz, Chair



Stuart Coleman, Vice-Chair



Julie Isaacs, Member