

**Town of Winhall**  
**Meeting Minutes for Wednesday, October 18, 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), Al Bilka (Ass. Town Clerk); Deb Avison (Town Treasurer)

**ALSO:** Pat Moyna (Stratton), Craig Weaver (Weaver Excavating), Marcel Gisquet (WPC), Wiktor Wadolowski (Energy Committee)

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

**PUBLIC COMMENTS:** (None)

**TRANSFER STATION & FACILITIES REPORT:**

Bushee reported that all municipal building furnaces were working well. He commented that he planned to fix the town property (pit) used by some as a race course and clean up garbage in the sand pit area from 4-wheel and dirt bike use. He suggested clearing some trees for better visibility to the road to enhance improved behavior while using the space. Bushee reported the new compactor had not been delivered to date but was on order; the old compactor would be used for commingling and recycling purposes as discussed.

**PLANNING COMMISSION UPDATE:**

Marcel Gisquet, Planning Chair, came before the Selectboard to submit the three (3) bids from companies responding to the RFP to manage STR in Winhall. In addition, Gisquet submitted an evaluation form to help the Selectboard in the review process. Discussion followed about adding a Village Designation Center section to the Town Plan to enable applying for a Municipal Wastewater grant. After review, the Selectboard signed the "Act 154 Good Standing Certification" required for the grant application; *motion by Schwartz; seconded by Isaacs; unanimous.*

**ENERGY COMMITTEE UPDATE:**

Wiktor Wadolowski, energy committee member, came before the Selectboard to inquire about the progress of the energy audit grant. He added the committee meeting scheduled for 10/23 would establish a mission statement, goals, and metrics as well as elect officers.

**HIGHWAY DEPARTMENT REPORT:**

Dryden reported the River Road project (Daniels Excavating) was underway; the Cranberry Hill & Winhall Hollow Road culvert projects (Hunter Excavating) were awaiting permitting from the Army Corps of Engineers. He reported he was working on the upcoming Highway budget.

**EXECUTIVE SESSION:**

At 6:10 PM the Selectboard voted to go into executive session to discuss Highway personnel matters; *motion by Schwartz; seconded by Isaacs; unanimous.* At 6:20 PM the Selectboard voted to come out of executive session; *motion by Isaacs; seconded by Schwartz; unanimous.* No decisions were rendered.

**STRATTON ACCESS ROAD CULVERT UPDATE:**

1) Pat Moyna (Stratton) came before the Selectboard to discuss the next phase of the Stratton Access Road culvert project. After review, Moyna and the Selectboard agreed to target the road area from Mt. View to Summit View Road. The Town Administrator would prepare the Request for Proposals for that section.

2) Craig Weaver (Weaver Excavating) came before the Selectboard as requested to collect payment of \$34,560.68 for culverts on the Access Road and to sign the contract extension for services; *motion by Schwartz authorizing Coleman to sign the contract; seconded by Isaacs; unanimous.* Discussion followed about sending out the

existing RFP by January in order to rebid installation of the remaining culverts on the Access Road in the spring; this would allow for timely permitting by the Army Corp of Engineers.

**ACCESS PERMITS:**

After review, the Selectboard approved an access permit with 18” culvert for John Molinelli, #61 French Hollow Road; *motion by Isaacs; seconded by Schwartz; unanimous*. Dryden was waiting for 911 confirmation by the 911 Coordinator.

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

Al Bilka brought up the “family members” portion of the Winhall Policy Regarding Conflicts of Interest & Ethical Conduct as unclear; discussion followed. After further review, the Selectboard agreed to table approval until the next meeting and have the Town Administrator contact VLCT for clarity per the above.

**BENSON FULLER INTERSECTION: UPDATE:**

FYI: The Town Administrator reported no surveyor available to date.

**TOWN TREASURER REPORT:**

The Town Treasurer asked permission to write-off small credit and balances per property tax payments. After review, the Selectboard approved zeroing out the above; *motion by Isaacs; seconded by Schwartz; unanimous*. After further review, the Selectboard signed the \$48,562.77 “Overage Pay Order;” *motion by Isaacs; seconded by Schwartz; unanimous*.

**AFFORDABLE HOUSING/WASTEWATER UPDATE:** FYI: See Planning Commission Update.

**SHORT-TERM RENTAL UPDATE:**

The Planning Commission was finishing up reviewing the draft of the STR Ordinance and would send it to the Selectboard for their approval and at the same time would send out the draft to VLCT for their input.

**CORRESPONDENCE**

The Zoning Administrator reported she had sent a letter to Richard Fratus asking him to clean up his site at 2 Goslings Waysee within (30) days or issue him a Notice of Violation.

**WINHALL WEBSITE UPDATE:** The Town Administrator reported she was in the process of sending the website company all the information they required to begin work on the Town website.

**ALARM ORDINANCE UPDATE:** FYI: Coleman reported the Alarm Ordinance was just about finalized.

**PAST MEETING MINUTES APPROVAL:**


After review, the Selectboard approved the meeting minutes of 10/4/23 as presented; *motion by Schwartz; seconded by Isaacs; unanimous*.


**WARRANTS:** After review, the Selectboard approved warrant 10/18/23 as presented; *motion by Schwartz; seconded by Isaacs; unanimous*.

As there was no other business, the meeting was adjourned at 6:50 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