

**Town of Winhall Selectboard**  
**Meeting Minutes for Wednesday, November 15, 2023**

---

**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), Zach Fuller & Tom Fuller (Fuller Sand & Gravel), Archie Clark (Clark Brothers), Jack Spanierman (Brattleboro Dev. Corp.), Peter Strife, Marcel Gisquet (WPC), Mike Cole & Wiktor Wadolowski (Energy Committee)

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

**PUBLIC COMMENTS:** (None)

**BRATTLEBORO DEVELOPMENT CREDIT CORPORATION:**

Jack Spanierman, representing the above, came before the Selectboard to ask the Town of Winhall for a yearly appropriation of \$2,307 the same as the previous year. Coleman asked Spanierman what the Development Corp. could provide Winhall. Spanierman responded they provided business services, grant funding, technical assistance, and support for local economies where needed; he cited the recent July flood as an example. The SB thanked Spanierman for his presentation and would get back to him per his request.

**HIGHWAY DEPARTMENT REPORT: AWARD BIDS:**

1) After review, the Selectboard awarded the Stratton Mt. Access Road Phase II culvert bid to Clark & Sons for \$136,400; work to start using grey culverts on July 1<sup>st</sup> 2024; ***motion by Isaacs; seconded by Schwartz; unanimous.***; discussion followed with Pat Moyna (Stratton) about the benefits of grey versus black culverts. Hunter Excavating had proposed a bid of \$126,800.

2) After review, the Selectboard awarded the Access Road Phase II paving bid- Summit View Rd. to Mt. View Rd.- to Fuller Sand & Gravel for \$369,768; ***motion by Schwartz; seconded by Isaacs; unanimous.*** Discussion with Fuller followed relative to paving the upper portion of the Access Road- Phase I. Pat Moyna (Stratton) agreed with both bids as awarded. Peckham had proposed a bid of \$603,145.

3) Dryden reported the Cranberry Hill culvert (Hunter Excavating) was finished and the Winhall Hollow culvert (also Hunter Excavating) should be done shortly. A portion of Winhall Hollow Road would remain closed until the project was completed. Discussion followed about a resident's concern over line striping.

**ACCESS PERMITS:** (None)

**EXECUTIVE SESSION:**

At 6:35 PM the Selectboard voted to go into executive session to discuss Highway personnel matters; ***motion by Schwartz; seconded by Isaacs; unanimous.*** At 6:50 PM the Selectboard voted to come out of executive session; ***motion by Isaacs; seconded by Schwartz; unanimous.*** No decisions were rendered.

**TRANSFER STATION & FACILITIES REPORT:**

Bushee reported the new compactor had been delivered to the Transfer Station; he was waiting on a motor and electric for phase III power required to operate the new compactor. Casella would take away the old one. Bushee reported the roof on the salt shed was fixed; the same contractor would renovate the 4-Bay garage. He had contacted Vermont Roofing to replace the 4-Bay garage roof. The alarm system at the Town Hall needed a complete overhaul; no parts available; discussion followed about finding a new alarm company for all the municipal buildings. An RFP would be required.

**ENERGY COMMITTEE UPDATE:**

Mike Cole (Energy Committee) came before the Selectboard to update them relative to Town energy ideas. He presented three (3) goals for the SB to consider 1) the Committee’s mission statement; 2) municipal building energy related goals; and 3) initial focus on facilities. Cole talked about web- based services including a dashboard at no cost to the Town- grant funded; audits on buildings- grant funded; and finding out what municipal buildings used relative to energy. Discussion followed about the Committee “ghost writing” the grant application and delivering it to the Town Administrator. The Selectboard unanimously supported their approval to move forward.

**SHORT-TERM RENTAL RFP DISCUSSION:**

Marcel Gisquet, Planning Commission Chair, came before the Selectboard to discuss the three (3) RFPs submitted relative to hiring an outside company to manage short-term rentals in Winhall. He explained there was no timeline to award the RFP. He planned to discuss them with the WPC at the next meeting. The Selectboard commented they preferred GOVOS to the other two- Rentalscape & Granicus. Discussion followed relative to the potential cost of add-on services; RFP similarities and differences; and clarifying content.

**BUDGET FY24-25:** The Selectboard began preliminary discussion of the above and noted substantial increases in some of the line items.

**TOWN TREASURER REPORT:** The Town Treasurer submitted financial updates and asked the Selectboard for their signatures for an overpayment of property taxes.

**POLICIES & PROCEDURES/AUDIT: UPDATE:** The Selectboard discussed the Winhall Policy Regarding Conflicts of Interest & Ethical Conduct including the enforcement section; they agreed with Gisquet to make sure the policy was emailed to all Town officials including the Planning, Zoning, and Lister Boards for their comments and input. Adopting the above policy was a recommendation made by the Auditors. After further review, the Selectboard agreed to table approval until the next meeting.

**WINHALL WEBSITE UPDATE:** The Town Administrator reported the website company hired to revise the Town website was asking for more information. It was noted the Town Administrator was in the midst of budget season and had very little time to immediately respond to the request.


**CORRESPONDENCE:** The Selectboard unanimously approved and signed the Vermont 250<sup>th</sup> Anniversary Resolution; *motion by Isaacs; seconded by Schwartz; unanimous.*


**PAST MEETING MINUTES APPROVAL:** (Tabled)

**WARRANTS:** After review, the Selectboard approved warrant 11/15/23 as presented; *motion by Schwartz; seconded by Isaacs; unanimous.*

As there was no other business, the meeting was adjourned at 8:15 PM; *motion by Schwartz; seconded by Isaacs; unanimous.*

Lucia Wing,  
Secretary Winhall Selectboard

  
\_\_\_\_\_  
Stuart Coleman, Chair

  
\_\_\_\_\_  
William Schwartz, Vice-Chair

\_\_\_\_\_  
Julie Isaacs, Member