

**Windham VT Selectboard Meeting Minutes  
April 18, 2022 Regular Meeting**

**Via Zoom**

Kord Scott, selectboard chair  
George Dutton, selectboard  
Michael Pelton, selectboard  
Mary McCoy, selectboard clerk

Others Attending Some or All of Meeting:

Bill Casey  
Maureen Bell  
Gail Wyman  
Wren Watts  
Tom Johnson  
Louise Johnson  
Abby Pelton  
David Cherry  
Beth McDonald

**Other Town Officials Who Spoke:**

Bill Dunkel, Energy and Planning Chair  
Kathy Scott, Town Treasurer  
Russell Cumming, Lister & School Board  
Imme Maurath, Emergency Co-Chair

**Call to Order**

Kord announced the meeting and called it to order at 5:32 PM.

**Additions to Agenda/Announcements/Reminders**

There were no additions to the agenda. Kord announced that the selectboard would go into executive session at the end of the open meeting.

**Approval of Minutes**

The minutes from the last meeting on April 4 were approved without changes.

**Public Comment**

Abby Pelton asked that the agenda for the next meeting include discussion of two possible events – a town fair and a community appreciation day.

**Correspondence**

There was no correspondence to consider.

**New Business**

Letter to Elected State Officials Re CLA – This letter to Gov. Scott, Sen. Balint, Speaker Krownski, Sen. White, Rep. Goldman, Rep. Partridge, and all members of the Ways & Means Committee asked that Windham (and other towns) be held harmless if their Common Level of Appraisal (CLA) experienced a large change due to the pandemic and the accompanying increase in housing prices. The clerk read the letter out loud. Michael recommended that other towns in a similar situation be contacted to ask that they also be held harmless. This status would negate the requirements for a town-wide reappraisal and a large increase in the Education Tax rate. Russell said he is sending his own letter to legislators regarding the Education Tax rate as a whole.

**Next Steps:** The clerk will prepare the letters for distribution by email and USPS. Abby will help Michael and George create electronic signatures. If these can't be done quickly, Kord will sign this letter for the entire selectboard. Russell will get a list of other towns with large increases in their CLA.

## **Old Business**

1. Chase Road Work – Three bids were received: Ameden Construction at \$112,582, A.S. Clark & Sons at \$121,632, and Neil H. Daniels at \$183,000. The grant the town received for this work is for \$175,000. Everett Hammond reviewed the bids and recommended awarding the job to Ameden. Kord recommended Ameden also. They are bonded and did high quality work for us on the White Road culvert.

**Motion:** To award the contract to Ameden Construction. Kord moved, and all approved.

**Next Steps:** Kord will let the three bidders know the selectboard's decision.

2. Calendar – Kord displayed the initial calendar the clerk prepared with Michael's input. Michael explained that having an electronic calendar will enable us to receive warnings when deadlines or events are coming, and it will let us make adjustments to timelines that will be helpful in the future.

**Next Steps:** The clerk and Michael will continue to develop the calendar.

3. Next Steps – Kord asked for help from others to decide the appropriate Next Steps after discussing each topic.

4. ARPA Funds – George and Michael have spoken to a few people about serving on a committee that will decide how to use the \$120,000 Windham will receive. A notice to ask for committee members needs to be prepared explaining the committee's purpose. Michael asked that the notice encourage a diverse membership. Town Clerk Ellen McDuffy will be asked to send it to her email list, and the notice will be sent to the News & Notes for their May/June issue.

**Next Steps:** The clerk will prepare a notice for approval by Michael and George, and she will send it to Ellen and the N&N.

5. ARPA Administrator – Kord is the account administrator for the funds, unless another person is named. Kord will learn what's involved. Michael volunteered to help Kord.

**Next Steps:** Kord will prepare the report that is due on April 30.

6. Local Emergency Management Plan (LEMP) – Our plan has been approved. Kord thanked Co-EMD's Imme Maurath and Kathy Jungermann for their leadership on this. Imme said this plan is updated annually.

**Next Steps:** Put deadlines on the calendar.

7. Local Hazard Mitigation Plan (LHMP) – Imme said she and Kathy are working on this, and it is best to do this report and the one for LEMP at the same time. There are available grants from LHMP. So far, only one person has applied for the required job of consultant for this project's reports. She is from the Windham Regional Committee. The consultant proposals are due by April 22.

**Next Steps:** Imme will find out if we're required to have more than one applicant for the job. The consultant will be chosen at the next meeting.

8. Access Permit/Overweight Vehicle Permit – Bill Dunkle, Imme and Kord met and discussed these permits. Bill also discussed it with the Planning Commission. He said the current zoning around timber harvesting is inadequate. From these discussions came the following

recommendations: (1) All landowners should have an access permit before logging starts and roads are used. Their requests for a permit would be reviewed by Richard Pare; (2) all loggers must get an overweight vehicle permit; and (3) all loggers who use our roads must post a \$500 bond before starting work, which would be returned to them if the road foreman determines that there is no damage to the roads.

Discussion followed about how to ensure that loggers and log haulers do not damage our roads. Some suggestions made were: Guidelines can be added to our zoning codes that clearly state our permitting process. We can reach out to all loggers and log haulers ahead of time to make sure they are aware of our codes. They should also know that they have to follow our codes if they are logging in another town but are using our roads to or from the logging site. We can find out what the state says about all of this; they have a manual. The county forester can be contacted for support if there is a complaint about how roads were left.

There was some disagreement about who has the ultimate responsibility for protecting our roads and forests. Do landowners have the ultimate responsibility, or are they unaware of codes and unable to control how loggers operate? With land that is in Current Use, the landowner has to have a forester who is responsible for the land.

The consensus seemed to be that loggers and haulers should be made aware of their responsibilities. Each should apply for an access permit, show proof of insurance, and pay a \$500 bond. Landowners should be made aware of loggers' and haulers' responsibilities.

**Next Steps:** Bill will draft possible guidelines and share these with the selectboard.

9. Rescue Service – Kord spoke with Rachel Spangler. She sent out a petition about changing our emergency rescue provider. She will attend the next selectboard meeting to share her thoughts. Imme and Maureen commented that the petition is confusing.

10. Reappraisal – Russell said he worked with Chris Miele and Edgar Clodfelter from NEMRC to locate data files on the NEMRC cloud that are from the last reappraisal and that are compatible with the CAMA system. This saves the listers from having to reproduce much of the information that is needed. However, changes in properties since the 2015 reappraisal still have to be added to the system.

**Next Steps:** The listers will continue this work.

11. FEMA – Windham received notice that the reimbursement percentage for the July event will be the full 90% as opposed to 75%. This means an estimated \$30,000 increase in the event expense reimbursement from FEMA. In the future both the LEMP and LHMP have to be in place to receive the full 90% reimbursement.

**Next Steps:** Kathy Scott will continue meeting with FEMA weekly to finalize the reimbursement amount.

12. Shared Mower – Londonderry asked us to send a request regarding the rental of their mower. Kord told them that we had budgeted \$4500/week for two weeks, and we would want an inspection of the mower before and after we use it.

**Next Steps:** Wait for a response from Londonderry.

13. Facilities Maintenance Issue(s) – No information was available.

**Next Steps:** This will be discussed at the next meeting.

**Payroll/Bills**

**Moved:** To accept the payments presented. Kord moved, and Michael agreed. (George was not present at that moment.)

**Moved:** To have Kord sign for the payments. Kord moved, and Michael agreed.

**Executive Session**

At 7:01 PM the open meeting and its recording ended, and the selectboard went into executive session to discuss legal and personnel issues.

**Adjournment**

**Moved:** To go out of executive session at 7:23 PM. Kord moved, and all agreed.

**Moved:** To adjourn the meeting at 7:23 PM. Kord moved and all agreed.

The next selectboard meeting is scheduled for May 2, 2022.

Respectfully submitted,  
Mary McCoy, selectboard clerk

Accompanying documents:

Letter regarding CLA

Bids on Chase Project

Petition on Rescue Service