

## Meeting of the Westminster Selectboard

Wednesday May 13, 2020

### *Site Visits (Henwood Hill & Daigel Road) – 5:30 PM*

**Members Present:** Susan Harlow - Chair, K. Sheldon Beebe - Vice Chair, Kevin Hughes - Clerk, Toby Young and Craig Allen

**Others Present:** Russell Hodgkins - Town Manager/ZA, Chuck Lawrence - Road Foreman, and Elizabeth Harlow

1. **Call to Order:** The meeting was called to order by the Chair at 5:30 PM at the intersection of Henwood Hill Road & CCC Road.
2. **Adjustments to Agenda:** None
3. **Acceptance of Minutes: April 22, 2020** - Toby Young motioned to accept the minutes of April 22, 2020 as presented. Craig Allen seconded the motion and it passed with a 5-0 vote.
4. **Communications and Public Comments:** None
5. **Unfinished Business (Discussion/Action):**
  - A. **Construction of Henwood Hill:** The Chair explained the reasons for the site visit and asked the Manager & Road Foreman to give a brief description of the options of the upgrade needed for this section of the Town Road, if any. The Manager told the Board that he and the Road Foreman met with the VTRANS engineer and District 2 Project Manager, Marc Pickering about this section of road and explained to him what had happened with the settling of the outer lane. He told the Town that we could dig down on the low side of the project where it had settled and lay stone against the road bed to stabilize the travel lane. He continued that a second option which was more costly but offered a chance to widen the section of road, was to raise the road bed and again place large stone on the low side with fabric. The Manager told the Board that in their packet was the breakdown of the costs associated with the larger project that was brought before the public and approved at Town Meeting. Separate conversations broke out among those present and lasted a few minutes. Mirrors were discussed, guard rails, retaining walls, and bank stabilization. Susan Harlow brought the Board back together and asked the Town Manager what was needed from this meeting. He requested that a couple of options be decided on if they were not going to do what was approved by the public at the Town Meeting and then pricing could be obtained for further discussions. Craig Allen asked that before a decision was made, that the Board get in writing or have Mr. Pickering from VTRANS come to the next meeting for his opinion. The Chair agreed and the discussion ceased for more information to follow.
  - B. **Special Town Meeting – discussion-** Susan Harlow asked the Board if they had any further questions about the June 6<sup>th</sup> Special Town Meeting. Hearing no questions or discussion, the Town Manager brought the Board's attention to a letter in their packet from Will Senning – Director of Elections and Campaign Finance for the State of Vermont. In a response to Jack Briar and Ali Bigwood about school matters, Will

states that “An outdoor floor meeting style vote would be an option”. Russell Hodgkins told the Board that this just confirms the fact that their outdoor Town Meeting is acceptable in the State’s eyes. Again, the Chair asked for comments and hearing none asked the Town Manager to do his report.

**6. New Business (Discussion/Action):**

**A. Daigel Road Drainage:** The meeting resumed at Daigel Road at approximately 6:30 PM. The Chair asked the Town Manager & Road Foreman to explain why the Board was needed to review this site and give them a brief synopsis of the situation. The TM explained that he and Chuck Lawrence met with Marc Pickering at this site as well and asked him for his opinions about the process to make this section of road compliant to the Act 64 requirements as mandated by the State of Vermont. The issue is that a clean resolve of the drainage pattern as it pertains to the Act requires the Town to do some extreme improvements to the already established drainage system. The TM explained that the problem is that the land owner on both sides of the road, Tammy Kissell, does not want any improvements done to the road that would add more water to her land. She, in fact, wants the water that is now being placed on her land, removed. Chuck Lawrence explained to the Board his interpretation from Marc Pickering stating that the Town has every right and duty to make this road safe for passage which means getting rid of the water in any manner that is permitted. Chuck explained to Mr. Pickering his plans to comply with the Act and Marc Pickering totally agreed with the solutions presented as lawful and acceptable practice. Chuck continued explaining his proposed plan to the Board that he gave to Mr. Pickering. He needs to add sub-surface drainage where the road was actually lost this spring because of mud where the residents couldn’t even walk through this area of the road. He is proposing a stoned ditch on the south side of the road which also warrants trees to be cut and water diversion swales on the north side to be placed where ever they can be so that large amounts of water are not dumped in just one place as this will avoid erosion and field damage. One culvert mid-way of the hill will also need to be replaced with a new plastic culvert of appropriate size. The Chair asked the Board for comments to what was explained and it was the Board’s consent to mark the trees to be cut and proceed with the approved corrections to this section of road to promote safe passage and Act 64 compliance.

**7. Manager’s Report:**

- a.* The TM told the Board that the deal fell through on the Pine Banks Road for the 19.1 acres owned by the Town. He continued with he will proceed with the other parties that have shown interest.
- b.* Trailer on Davidson Hill Road is cleaned up and the TM will look to sell this property soon.
- c.* Press Release: The TM told the Board that he received this information on Tuesday (yesterday) and thought that they should know about it ASAP. Russell Hodgkins directed the Board’s attention to the last page of the press release that was in their packet, where it states that the Rockingham Selectboard are contemplating the closure of the Rockingham/Westminster Transfer Station to Westminster residents. The TM told the Board that this would be a legal matter if

this ever transpired because it would break a long term agreement between the two towns.

- d.* The TM told the Board that in their packet was an updated list of two year delinquent taxes. It's a work in progress but is going well, he said.

**8. Boards and Commissions** – The TM told the Board that there is nothing to report.

**9. Other Business:** None

**10. Date of Next Meeting - May 27, 2020 at 6:30 PM** – The Chair requested that the TM look to see if the Fire Station is available for this next meeting.

**11. Adjournment:** Toby Young made a motion to adjourn at 7:05 PM with Kevin Hughes seconding the motion. The motion passed 5-0.

---

Signature

---

Date