

District 4
Certcode 1422-0

**CERTIFICATE OF HIGHWAY MILEAGE
YEAR ENDING FEBRUARY 10, 2021**

Fill out form, make and file a copy with the Town Clerk, and submit the Mileage Certificate on or before February 20, 2021 to: Vermont Agency of Transportation, Division of Policy, Planning and Intermodal Development, Mapping Section through upload to the secure FTP site or if necessary via mail to: VTrans PPAID - Mapping Section, 2178 Airport Rd, Unit B, Berlin, VT 05641.

We, the members of the legislative body of WEST WINDSOR in WINDSOR County on an oath state that the mileage of highways, according to Vermont Statutes Annotated, Title 19, Section 305, added 1985, is as follows:

PART I - CHANGES TOTALS - Please fill in and calculate totals.

Town Highways	Previous Mileage	Added Mileage	Subtracted Mileage	Total	Scenic Highways
Class 1	0.000				0.000
Class 2	5.931				0.000
Class 3	42.10				0.000
State Highway	5.044				0.000
Total	53.075				0.000
* Class 1 Lane	0.000				
* Class 4	4.34				0.000
* Legal Trail	0.38				


* Mileage for Class 1 Lane, Class 4, and Legal Trail classifications are NOT included in total.

PART II - INFORMATION AND DESCRIPTION OF CHANGES SHOWN ABOVE.

- NEW HIGHWAYS:** Please attach Selectmen's "Certificate of Completion and Opening".
[Blank area]
- DISCONTINUED:** Please attach SIGNED copy of proceedings (minutes of meeting).
[Blank area]
- RECLASSIFIED/REMEASURED:** Please attach SIGNED copy of proceedings (minutes of meeting).
[Blank area]
- SCENIC HIGHWAYS:** Please attach a copy of order designating/discontinuing Scenic Highways.
[Blank area]

IF THERE ARE NO CHANGES IN MILEAGE: Place an X in the box and sign below.

PART III - SIGNATURES - PLEASE SIGN.

Signatures of Selectmen/ Aldermen/ Trustees: 

Signature of T/C/V Clerk:  Date Filed: 2.10.21

Please sign ORIGINAL and return it for Transportation signature.

AGENCY OF TRANSPORTATION APPROVAL: Signed copy will be returned to T/C/V Clerk.

APPROVED: _____
Representative, Agency of Transportation

DATE:

West Windsor Selectboard
Draft Minutes
February 8, 2021

Present via zoom/phone: Win Johnson, Brett Myers, Matt Kantola, Martha Harrison, Deb Shearer, Mike Spackman, Glenn Seward, Elvin Kaplan and Lee Monro, Bruce Boedtke. Dennis Conley, Neil Allen (VT Standard), Alessandro Iuppa, Glenn Hastie, Aaron Day, Al Keiller, Courtland Lewis

- 1) Call to Order – Selectboard Chair Win Johnson called the meeting to order at 6:30 PM.
- 2) Changes or additions to the agenda – None
- 3) Announcements/Public Comment – Win said he was asked about Article 3 on the Town Meeting warning and whether the tax exemption extends to the property of fire department members. The answer is no; it only applies to the Fire Department’s property in the village.
- 4) Coronavirus updates – Mike said some fire fighters have received their first vaccinations, as have some other local residents who meet the criteria. Win said he had a very good experience with the vaccination clinic in Windsor.
- 5) Town Clerk’s orders – Brett asked about the Yankee Book Store payment. Win said the Library orders books from there. Win also noted a \$318 payment to JG Design Services and said he thinks the Library has retained someone to look at the interior space and see how they can make better use of it. Brett said she will attend the Library meeting on Wednesday.
- 6) Preliminary conditional approval for use of Class 4 road (Ierna) – **Brett moved to approve the letter and authorize Win to sign it. Matt seconded the motion, which passed unanimously.**
- 7) Highway access application: Blood Hill Road, parcel #8-25 (Lewis) – Mike said he is okay with the access as proposed. **Brett moved to approve the access. Matt seconded the motion, which passed unanimously.**
- 8) Highway access application: Silver Hill Road, parcel #5-102 (Marszalek) – Martha said the applicant is actually Glenn Hastie. Mike said the location for the access is not staked out and it’s critical for the access to be as far to the west as possible for good visibility. Glenn said he could not get stakes in the ground because the ground was frozen. **Win moved to approve the application on the condition that Mike reaches an agreement with the applicant about the location for the access. Brett seconded the motion.** Glenn said he will put the access wherever Mike would like him to put it and added that he can meet with Mike on Thursday or Friday. Mike gave Glenn his contact info. **Win called for a vote on the motion, which passed unanimously.**
- 9) Correspondence re: short-term rentals (Coaching Lane residents) – Win noted a letter the Selectboard received from a number of Coaching Lane residents. Win said there are between 12 and 18 West Windsor properties advertised on Air BnB and VRBO. Win asked if we have had problems with other short-term rentals in town. Matt said he maintains two short-term rentals and hasn’t had problems with them. Bruce said the house at the end of Coaching Lane has five bedrooms so it’s rented by large groups who want to party. Half the time it’s not a problem, Bruce said, but the other half there are noise issues late at night, shooting, and/or ATV use in the Town Forest. Bruce said we need to educate the landlord and the renters about our regulations, there should be somebody local that neighbors can all about violations, and there should be some enforcement. Win said, for the long term, he has asked Deb and the Planning Commission to look into this issue. For the short term, Win said, it sounds like we

have one bad apple. We have written to the property owners before, Win said, and then suggested sending a more strongly worded letter notifying them of the problems their renters are causing and asking them to get back to us with a plan for addressing the issue. Elvin asked what can be done if the property owners don't respond. Win said there's police enforcement which would result in fines. Win said other towns have adopted regulations to address short-term rentals. Win said they're already violating our noise ordinance, state laws on fireworks, and town forest rules on shooting and ATVs. Lee suggested including specific language from the regulations in the letter. Deb said the Planning Commission started discussing this at their last meeting and agreed that Deb should compose an informational letter that can go to every owner of a short-term rental telling them about the state regulations with regard to fire safety, water and wastewater. Elvin said he thinks short-term rentals that have a lot of bedrooms are likely locations for large gatherings and the problems associated with such gatherings. Win said he will draft a letter, with Martha's help, and circulate it for comment. Dennis said he takes care of the Reck's place on Coaching Lane Extension; they do more long-term rentals and there haven't been many problems. Dennis said he went by the Plausteiner's place recently and there were about 30 people there. Bruce said he thinks it would help to have a local responsible party; right now, there's no way to let the renters know that they're disturbing the neighborhood. Matt agreed that we should have a local contact.

- 10) Review Ascutney Trails Assn. proposal for skills park and flow trail – Aaron Day gave a slideshow presentation about a proposed flow trail and skills park on the mountain. The goal is to attract more downhill bikers. The trail would be built to minimize stormwater runoff and erosion. Aaron said the flow trail is envisioned as a potential venue for enduro mountain bike racing, which would contribute to the economic development of the area. They also plan to collaborate with the Brownsville Youth Outdoors Club and VT Adaptive Ski and Sports. Aaron said they would like to build the skills park and the lower portion of the flow trail this summer, and the upper part of the flow trail next summer, as funding allows. Aaron said the contractor, Will Conroy of Powderhorn Trail Design, plans to use a 3-ton excavator on the trails, to be minimally invasive, and a 5-ton excavator on the skills park. The map Aaron shared showed one climbing trail and two descent trails. Win asked about having trained safety patrols on site. Aaron said they don't have a safety patrol. Facilities that offer lift-service bike trails have patrols, but he's not aware of safety patrols at other facilities. Win asked if anyone has talked with Erik Boedtker about the impact on the EMTs. Matt said Colin Eggleton, who is on the FAST Squad, is aware of the plans. Matt said some of the existing trails in the Town Forest are more dangerous than the flow trail will be. Win asked Glenn if there's any conflict with skiing. Glenn said ATA has been keeping him apprised; they've worked through a few issues and it will be important to work together on the placement of the features in the skills park because they groom that area in the winter. Glenn said AO is very supportive contingent on the final design. Win said the proposed interpretive trail goes through or around the skills park and asked if there's an issue with that. Aaron said Last Mile cuts through the skills park so their solution is to drop Last Mile below the skills park. They've also proposed a re-route for the interpretive trail. Win asked if they have worked that out with Natalie. Aaron said he worked it out with Jim Lyall. Glenn said he was not aware of that re-positioning; he thought the skills park was going to be moved down below Last Mile. Glenn said there are details to be worked out but he's sure they can be worked out. Aaron said he will make sure that the latest revision gets passed on to Natalie.

Matt said the biggest challenge will be the Act 250 process. Deb said she's not sure where this falls in terms of zoning but it will involve development on steep slopes. Matt said that will be handled through Act 250. Mike suggested talking with Erik Boedtke about the emergency response issues. Matt suggested sharing the map with Erik. Matt said the most exciting thing about this project is that it will bring more activity to the Ascutney Outdoors (AO) site and help fill up the parking lot. Glenn said full approval from the AO Board is pending since they don't know the details of the skills park area. Martha asked if the Upper Valley Land Trust has weighed in. Aaron said they're going to talk with them next. Martha added that we should look into the insurance aspects. Matt said the ATA has insurance through VMBA. Win said he sees no reason why, conceptually, the Selectboard would not be fully behind this; he thinks it's an exciting proposition. Brett agreed. Win asked Glenn if he would mind having AO be the clearinghouse for working out the details. Glenn said that's fine with him. Win asked Aaron to let the Selectboard know when they're ready to submit their Act 250 application and need a letter from the Town.

- 11) Highway Foreman's report – Mike said the storms keep coming and the 1" storms are a nuisance. Win said he's pleased with how the Burke property has worked out. Matt asked about the roof. Mike said they'll do the roof in the spring.
- 12) **Highway Mileage Certificate** – Martha said Win and Cathy have to sign the certificate. **Brett moved to authorize Win to sign the certificate. Matt seconded the motion, which passed unanimously.**
- 13) Schedule pre-Town Meeting informational hearing – Win said the Town is required to have one official information meeting so we have to set the date and time and publish a warning. Win said he thinks the best time to have it is Monday, March 1. Win said we've also scheduled some informal meetings; if some people come to those, it may take the pressure off of one big zoom meeting. Win said Matt Birmingham and Shelley Seward are going to help out with moderating the hearing. **Brett moved to schedule the formal informational hearing for Monday, March 1, at 6:30 PM. Matt seconded the motion, which passed unanimously.** Win said the informal meetings could be ten minutes or an hour and a half; we just want to give people the opportunity to ask questions.
- 14) February Police Report – Win said the report looked pretty routine. Matt said Windsor has named a new Police Chief. Win said she's going to come to one of our meetings in late March or April. Mike said the State Police were at the resort with their crime unit last week.
- 15) Review of road standards – Win suggested that Deb, Mike and Martha review the materials and determine if we're in compliance; if we have to make any changes; and how we should incorporate the standards in our zoning and subdivision regulations. Mike said we don't want to make it appear that the Town is going to take over the maintenance. Win said we need to be clear about which standards we're applying. Matt said he's concerned about emergency vehicles being able to access the Ierna's property. Deb said she would appreciate clarity on the policies and regulations. Deb said Jason Rasmussen helped clarify the zoning regulations with regard to access. Matt and Brett agreed with Win's suggestion that Deb, Mike and Martha review the standards and policies.
- 16) Other Business – Front Porch Forum: Win said his heart goes out to Reading with regard to the conflicts their community is experiencing.
- 17) Approve minutes: June 11, 2020; January 18th, 25th & 31st – **Brett moved to approve the minutes. Matt seconded the motion, which passed unanimously.**

- 18) Anticipated Executive Session: personnel matters per 1 VSA §313(a)(3) – Win asked everyone other than the Selectboard and Mike to sign off so the Selectboard can go into executive session to discuss an employment matter. The Selectboard came out of executive session at 8:28 PM, noting their decision to continue working with an employee regarding performance matters.
- 19) Adjourn – The Selectboard adjourned by consensus at 8:29 PM, immediately following the executive session.

Respectfully submitted,

Martha Harrison

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