SELECTBOARD MEETING May 24, 2017 Draft Minutes

Present: Dave Tilton Brent Meacham

Allison Weinhagen Nanette Rogers
Greg Barrows

Guests: See attached list

The meeting was called to order at 7:00 p.m.

CHANGES TO AGENDA

The following changes were made to the agenda: added Dog Warden to Discussion and added an Executive Session to the end of the meeting to discuss potential litigation.

PUBLIC COMMENT

There was no public comment.

MINUTES

Allison Weinhagen made a motion to approve the May 4, 2017 minutes as written, seconded by Dave Tilton. Motion passed: 2-0.

Allison Weinhagen made a motion to approve the May 11, 2017 minutes as amended, seconded by Dave Tilton. Motion passed: 2-0.

RECREATION COORDINATOR APPOINTMENT

Greg Baker from the Recreation Committee was present to discuss the Committee's recommendation to appoint Tom Schmidt as the new Recreation Coordinator. The Committee was impressed with Tom's passion for athletics and outdoor activities as well as his vision of the opportunity the Jackson Farm and Forest project will provide, all of which align with the Committee's values and mission.

Allison Weinhagen made a motion to appoint Tom Schmidt as the Recreation Coordinator, seconded by Dave Tilton. Motion passed: 2-0.

PLANNING COMMISSION REQUEST FOR RELEASE OF DRAFT SCHOOL EASEMENT & USE AGREEMENT

Several members of the Planning Commission were present to discuss their request to view the draft easement and use agreement with regard to the transfer of the school land. The members reiterated the need for them to have sufficient time to offer comments on the documents. One item of particular concern expressed by Seth Jensen is that the use agreement not contain language that places school district policy, current and future, above the Town's right to control parcel #2 and parcel #3. He referred to an existing policy which provides the Superintendent the authority to govern the parcels. This is one example of where a school policy will conflict with the goal of a seamless transition of the properties being maintained and used as they currently are. Seth also provided an example of a document from another community that was missing a word that fundamentally changed the intent of the document, which has created a major problem. The parties involved all had good intentions however the document was not vetted by other entities. If it had been, the problem would not have occurred. He does not want to see Westford in this same situation.

Selectboard Meeting May 24, 2017 Page 2

Dave and Allison discussed releasing the documents to the Planning Commission and Conservation Commission if the Town attorney cannot provide a critical reason why they should not. It was also noted that the Planning Commission and Conservation Commission should not wordsmith the documents unless there is a word that fundamentally changes the intent of the documents. Comments should be generalized and provided to the Selectboard for their consideration. It was noted that the Selectboard and School Board have not had the opportunity to discuss the draft Use Agreement as a group.

Allison Weinhagen made a motion to share the draft Easement Deed and Use Agreement with the Planning Commission and Conservation Commission pending a discussion with the Town attorney, with the understanding that the documents remain confidential and not be shared with people who do not serve on or staff the commissions, seconded by Dave Tilton. Motion passed: 2-0.

JACKSON FARM & FOREST INTERIM FOREST MANAGEMENT PLAN

Dave Tilton spoke with Melissa regarding his comments. Allison did not have any comments. After the Vermont Housing & Conservation Board approves the plan, it will be forwarded to the Selectboard for formal approval.

HALLER WASTEWATER EASEMENT

Pat Haller was present to discuss his request for compensation for granting the Town a wastewater easement for a future community system. His request is based on the fact that the easement reduces his property value with or without the infrastructure being installed. Pat explained his calculation of arriving at the request of \$5,000. The purchase price of the land, zoning district/potential development and Current Use penalty were all factors in calculating the figure.

Allison Weinhagen made a motion to compensate Pat and Amber Haller \$5,000 for granting a wastewater easement on their property and also to reimburse the Hallers for legal fees associated with the review of the Easement Deed by their attorney, seconded by Dave Tilton. Motion passed: 2-0.

WELCOME TO WESTFORD SIGN

The Selectboard received an email from Barb Peck with regard to the replacement of the Welcome to Westford sign. It has been approximately two and one half years since a town resident offered to do the sign. Barb feels it is time to find another option in replacing the sign. Nanette advised that she sent an email to the town resident however has not heard back from him. Allison will try to contact him. Nanette will check with Trish Indoe to see if she still has the old sign. If so, that sign will be put up until such time a new sign can be made and installed.

WESTFORD ALL-HAZARDS MITIGATION PLAN

Allison Weinhagen made a motion to approve adopt the 2017 Westford All-Hazards Mitigation Plan as approved by FEMA, seconded by Dave Tilton. Motion passed: 2-0.

DOG WARDEN

No one has stepped forward to fill the Dog Warden position. Dave Tilton advised that he is considering possibly applying for the position if no one else does. It was noted that the position receives a stipend and has funds budgeted for travel, education and miscellaneous expenses.

ROAD FOREMAN

Allison Weinhagen made a motion to approve the Road Schedule, seconded by Dave Tilton. Motion passed: 2-0.

Selectboard Meeting May 24, 2017 Page 3

The Board received feedback from Casey with regard to the list of contractors to perform the ditching projects with regard to the Clean Water Act. Casey had positive comments about all the contractors and pointed out some differences the Town may want to consider, such as experience and number of employees. After some discussion it was decided to affirm the Board's decision to select Craig Bushey to perform the work.

ACCESS PERMIT - OLD STAGE ROAD

Brent was unable to approve an access permit submitted by David Fitzgerald. Brent will meet with David to discuss his concerns.

ROAD FOREMAN JOB DESCRIPTION

This item was tabled until after July 1st.

ACCOUNTS PAYABLE & PAYROLL WARRANTS

The Board approved the accounts payable and payroll warrants.

Nanette and Greg discussed with the Board replacement of the flag pole located near the statue. The flag pole is bent and needs to be removed. A new flag pole, including installation, will cost approximately \$1,300 to \$1,500. The Town has not budgeted for these funds. The Board would like the existing flag pole removed however does not plan to replace it at this time.

FY'17 BUDGET STATUS REPORT

The Board and Greg reviewed the FY'17 budget. There were no major changes from the discussion at the previous meeting.

CORRESPONDENCE

There was no correspondence.

EXCESS WEIGHT PERMITS

The Vice-chair signed excess weight permits for Wayne Russin Excavating and Ronald Weston.

EXECUTIVE SESSION

Allison Weinhagen made a motion to enter Executive Session at 8:23 p.m. to discuss potential litigation, seconded by Dave Tilton. Motion passed: 2-0. People in attendance were Dave Tilton, Allison Weinhagen and Nanette Rogers. The Board exited Executive Session at 8:40 p.m.

Allison Weinhagen made a motion to authorize the Town Attorney to file a complaint immediately and request a temporary restraining order against Ted and Michelle Pelkey for unpermitted land development on their property, seconded by Dave Tilton. Motion passed: 2-0.

ADJOURN

The meeting adjourned at 8:41 p.m.

Respectfully Submitted,

David A. Tilton, Vice-chair Selectboard

Nanette Rogers
Town Administrator