

**SELECTBOARD MEETING**  
**August 28, 2014**

Present:        Bob Bancroft  
                  Alex Weinhagen  
                  Brent Meacham

Nanette Rogers  
Diane Forsey,

Guests:        See attached list

The meeting was called to order at 7:01 p.m.

**CHANGES TO AGENDA**

Alex Weinhagen made a motion to add Cambridge Road Bridge repairs to the Road Foreman section, seconded by Bob Bancroft. Motion passed: 2-0.

**ROAD SCHEDULE**

Alex Weinhagen made a motion to approve the August 28, 2014 through September 12, 2014 Road Schedule, seconded by Bob Bancroft. Motion passed: 2-0.

The Selectboard received an email from a town resident concerning increased traffic and the speed by which vehicles are travelling on Woods Hollow Road. The resident suggested increasing law enforcement presence and signage to advise that the Route 128 work is complete. Alex suggested letting pot holes appear to discourage through traffic and slow drivers down. The Town has discussed the stop signs with the Agency of Transportation in previous years and was advised that stop signs on Woods Hollow Road do not meet standards. Alex will put a message on Front Porch Forum to see solicit feedback from residents.

Brent plans to do some work on the library parking lot and driveway to resolve drainage and erosion issues.

**CAMBRIDGE ROAD BRIDGE GUARDRAILS**

The Town received notice from the State that the guardrails on the Cambridge Road bridge need repair. Brent has an estimate of \$9,875 to do the work that needs to be done. The board feels the work needs to be done even though the funds were not budgeted because it's a safety issue.

Alex Weinhagen made a motion to authorize Brent to have the guardrails on the Cambridge Road bridge repaired, seconded by Bob Bancroft. Motion passed: 2-0.

**HUNTLEY ROAD CULVERT UPDATE**

The installation of the box culvert on Huntley Road is complete. Brent has contacted the State so they can come inspect the work. Brent stated that Northeast Infrastructure did a great job.

Brent met with Brendan Driscoll to review the extra costs associated with installing the culvert due to the soil conditions. The total of the extra cost is \$17,104. Due to unforeseen circumstances, the project is slightly over budget.

### **SEYMOUR ROAD BRIDGE UPDATE**

FEMA has submitted a response to the Town's Change of Scope for the Seymour Road Bridge. FEMA is strongly encouraging the Town to install a 2 lane bridge instead of a one lane bridge. If the Town decides to go forward with the one lane bridge, which is the Town's preference, FEMA will significantly reduce the funding for the project. The Board would like our engineer at KAS weigh in FEMA's response.

### **ACCESS PERMIT**

The Chair signed an access permit for Patricia Indoe for access to a wood lot on Woods Hollow Road, Matt Larson for access to a wood lot on Woods Hollow Road and Collin Keenan for access to a single family dwelling on Chapin Road.

### **PUBLIC COMMENT**

There was no public comment.

### **CONSERVATION COMMISSION (WCC)**

Conservation Commissioners Sarah Pinto, Marilyn Thomas and Joel Fay met with the Board to discuss several items.

The WCC plans to submit a grant application to the Vermont Youth Conservation Corps (VYCC) for work to be done on the Goodrich Trail. The Conservation Commission has contacted a person to write the grant for the town and will use funds from their account to pay for this. If the grant is awarded, the Town will need to pay the entire cost (\$18,000) up front. The Commission is seeking permission to borrow these funds from the Conservation Commission Fund, which will be repaid with the grant money. The deadline for the grant application is September with the awards being announced in January. The work would be completed next summer. The Board thought it was a good idea to apply for the grant and will determine the best way to pay for the project if the grant is awarded.

The WCC requested placing large rocks at the Machia Hill Road end of the Schultz Trail to prevent vehicles from driving on the trail. Drivers think the trail is a road until they drive on it and get to the wet area. The Board has no problem placing the rocks. Brent will do this when it fits into the Road Crew's schedule.

The WCC inquired about the rocks for Covey Trail as well. The Board advised that they need to speak with an abutter because the abutter wants access to his property from the trail. It was pointed out that the abutter has other ways of accessing his property in addition to the trail. A question was asked if dirt could be placed on the ledge on Covey Trail so it's not as slippery. A brief discussion ensued about the material washing away. The Board will look into putting something on the ledge that won't wash away.

There are several vacancies on the WCC which creates a problem with having a quorum for meetings. The Commission would like to reduce the number of Commission members to resolve this problem. The Board would like to find out if the WCC needs a quorum of the number of active Board members or if the vacancies must be included. Nanette believes the vacancies are counted toward the quorum. VLCT will be consulted. If the vacancies are counted, then the Town needs to find people to fill the vacancies until the number of Commission members can be reduced and/or the current members need to make sure all members can be present to conduct business until the reduction. After the Board reviews the

response from VLCT it will determine whether to hold a Special Town Meeting or wait until March 2015 to put the article to the voters reducing the number of members.

### **MINUTES**

Alex Weinhagen made a motion to approve the July 24, 2014 minutes as written, seconded by Bob Bancroft. Motion passed: 2-0.

Alex Weinhagen made a motion to approve the August 4, 2014 minutes as amended, seconded by Bob Bancroft. Motion passed: 2-0.

Alex Weinhagen made a motion to approve the August 7, 2014 minutes as written, seconded by Bob Bancroft. Motion passed: 2-0.

Alex Weinhagen made a motion to approve the August 8, 2014 minutes as amended, seconded by Bob Bancroft. Motion passed: 2-0.

### **SPILLER LOT**

The Town received three quotes to test for lead and asbestos on the Spiller house. The quotes ranged from \$950 to \$2,175. Two of the quotes included TCLP (Toxicity Characteristic Leaching Procedure) testing. The Board would like to find out if the company that submitted the other quote does this type of testing, and if so, what the charge is.

### **ROUTE 128 GUARDRAILS**

The Board would like to encourage the State to install guardrails on Route 128 south of Castle Hill. Before the reconstruction of the road, there were guardrails present. The State advised in a preconstruction meeting that they would be installing guardrails that were present before. A letter will be sent to the State recognizing a job well done with the reconstruction and ask them to reconsider installing the guardrails based on the presence of them prior to the reconstruction and more importantly due to the steep slopes.

### **CUSI (Chittenden Unit for Special Investigations)**

The Board received a three year Intergovernmental Agreement from CUSI. The agreement obligates the Town to contribute financially to fund the operation of this organization, whose responsibility is to preserve and protect the health, safety and welfare of the public. The Board does not feel it can sign the contract because the Town is obligated to the voters and therefore can't agree to the financial contribution without voter approval.

### **TOWN SIGN**

Eric has been unsuccessful in finding a piece of metal at an affordable price and having a frame built for it. He suggested the Road Crew pick up a piece of metal and build the frame and then give it to him to paint. Brent feels he can construct the frame. Diane feels she can get a good price on the metal. The Board approved this however commented the construction of the frame should not be a priority project.

### **ACCOUNTS PAYABLE & PAYROLL WARRANTS**

The Board approved the accounts payable and payroll warrants.

### **EXECUTIVE SESSION**

Alex Weinhagen made a motion to enter Executive Session at 8:18 p.m. to discuss personnel, seconded by Bob Bancroft. Motion passed: 3-0. People in attendance were Bob Bancroft,

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Alex Weinhagen, Brent Meacham and Nanette Rogers. The Board exited Executive Session at 8:51 p.m. No action taken.

**ADJOURN**

The meeting adjourned at 8:52 p.m.

Respectfully Submitted,

Robert L. Bancroft, Chair  
Selectboard

Nanette Rogers  
Town Clerk

TOWN OF WESTFORD  
SELECTBOARD MEETING  
GUEST LIST

Date: August 28, 2014

Name (please print)

Address

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