

expressed concern with anyone being able to walk up the trail and shoot a gun without knowing what other kind of activities, such as hiking and horseback riding, are occurring in the vicinity.

Bill Cleary pointed out that the State already has mechanisms in place such as no shooting from roads, safety zone signs, etc. Westford is rural. He doesn't want the Town to proceed if he won't be able to discharge a firearm on his 30 acres.

Ed Farmer stated that just because it's not illegal to discharge firearms near a house doesn't mean it's the right thing to do.

Kaye Alexander asked that the Selectboard look into options and have a clear understanding of penalties if a violation occurs and who would enforce the violations.

The Board wants to do their due diligence in considering an ordinance. They would like to review the town map to identify areas that may be covered by an ordinance if one is adopted. The Board will also look into the option of posting town properties, including trails. Casey volunteered to review posting options and bring his findings back to the Board as the next step.

QUOTES FOR FY'15 AUDIT

Three quotes were received in response to the RFP for an audit of FY'15. The Internal Financial Controls Committee reviewed all three quotes and recommended Fothergill Segale & Valley of Montpelier based on the firm's technical qualifications, quality of the proposal and the quoted cost.

The quote included a reduce cost for FY'15 if the Town commits to auditing the next two years. The discount was \$1,500. The Board decided to move forward with the audit of FY'15 only. Linda Hardy, Treasurer, will contact Fothergill Segale & Valley to advise their quote was accepted and request an engagement letter. Linda will also contact the two firms (Batchelder Associates and Sullivan, Powers & Co.) that were not selected.

CONSERVATION COMMISSION REQUEST TO CARRY OVER FY'15 FUNDS

The Town has been advised by VLCT (Vermont League of Cities & Towns) that the surplus in the Conservation Commission's FY'15 budget line item cannot be carried over into FY'16. Alex has already informed the Conservation Commission.

SPILLER PROPERTY LONG TERM PLAN

The Selectboard would like to re-establish a committee to come up with a plan for the Spiller Property, as well as the Town Office. However, the Board wants to wait a few months to find out what transpires with the Jackson Property and the wastewater feasibility study. In the meantime, they would like town office staff to analyze the space available and when the office will be at its maximum capacity in order to help facilitate the committee's charge when re-established. The Board would like this information by the end of September.

ACT 148 & TRASH/RECYCLING DATA

A quote was received for printing stickers with addresses to provide to aggregate roads and apartments for trash pickup. The cost is \$1,650 for 16,800 labels. Nanette found blank stickers online for under \$200 for 16,000 labels. She felt it would be better to print in house. The Board agreed and suggested using an odd shape to reduce the possibility of fraud. The

Town will send three months of stickers to households that are on aggregate roads or in apartments.

The notice drafted by Dave to be sent to all households will be amended to reflect when stickers will be mailed, information for landlords and contact information for the Town Office and Gauthier Trucking. The Board wants this mailed next week.

RED (REGIONAL EDUCATION DISTRICT)

Alex brought this topic up for discussion based on a meeting he had with Mark Drapa, chair of the School Board. A merger vote is scheduled for later this year. One question that may arise involves the land that is owned by the Westford School. It is possible, if the merger is approved, that the new school district won't want all of the land currently owned by the school. The school board is wondering if the Town is interested in owning the land if this is the case. All Board members agreed that the Town would likely want to own any land the new school district would not want to keep.

ROAD SCHEDULE

The Road schedule was amended to add Reconstruction of Old Stage Road.

Dave Adams made a motion to approve the Road Schedule for August 13, 2015 – August 26, 2015, seconded by Casey Mathieu. Motion passed 3-0.

WESTFORD MILTON ROAD REPAVING PROJECT

Nanette did not receive a response from the Agency of Transportation to confirm the time frame for the grant and the amount of the grant.

Brent received another estimate on the culverts. The new estimate is from the Pigeon Brothers and is for \$6,900. The paving contractor can put the project on hold until next year however the cost will go up.

The Board discussed how much was budgeted for the project versus how much the project will cost. The Town will need to come up with approximately \$27,000. One possibility is for Brent not to do one of the reconstruction projects planned for this year. The Board gave the Road Foreman the go ahead to proceed with the project.

RADAR SPEED SIGN

This item was tabled until the next meeting.

2001 JOHN DEER LOADER BIDS

One bid was received and was opened at 4pm. The bid was for \$30,000 and was submitted by CCR Sales and Service. This is Casey's company therefore he recused himself.

Dave Adams made a motion to accept the \$30,000 bid submitted by CCR Sales and Service for the purchase of the 2001 John Deere Loader, seconded by Alex Weinhagen. Motion passed: 2-0.

The bid noted that payment would not be available until August 28, 2015. The loan papers will be submitted for the Board to approve at the next meeting. The Town has already received an invoice for the new loader. The \$30,000 down payment will be taken from the equipment reserve fund and replaced when the payment from CCR Sales is remitted. The Town requested a guaranteed funds check for payment. Payment for the loader will not be remitted

until the extras promised by the dealer are fulfilled. Brent will notify Linda when the payment can be mailed.

INTERNAL FINANCIAL CONTROLS CHECKLIST

The Board reviewed the Town's internal financial controls checklist completed by the Treasurer. The answers on the checklist demonstrate that the Town is doing a good job with separation of duties and other financial responsibilities.

ACCOUNTS PAYABLE & PAYROLL WARRANTS

The Board approved the accounts payable and payroll warrants.

CORRESPONDENCE

Alex received a phone call from a concerned resident regarding the doors on the town garage being left open for extended periods of time. Alex notified Brent, who is now keeping the doors shut if the Road Crew will be away from the garage for long periods of time.

The Board received an email from Ted Pelkey's engineer with questions why the plat filed for his subdivision is considered null and void. Alex responded advising that the plat was not signed by the Development Review Board because other permits, such as Act 250, were to be obtained to comply with the conditions of the DRB's decision.

Ted Pelkey contacted a Board member to complain about the Town not using him for trucking services. Mr. Pelkey claims he was told that a former Board member told the Town not to do business with Mr. Pelkey. Brent advised that Mr. Pelkey has not contacted him since last year and that the former Board member, Robert Bancroft, never told Brent not to hire Mr. Pelkey. The Board expressed their support in Brent making decisions with regard to who to contract with based on criteria (expense, availability, demeanor, etc.) he feels is best.

Melissa Manka emailed the Board to make them aware of a problem that involves ditching material being hauled to a property and put near wetlands. This item will be discussed in more detail at an upcoming meeting once more information is available.

EXCESS WEIGHT PERMITS

The Chair signed Excess Weight Permits for Jeff Corey Excavating and John Chamberlain.

ADJOURN

The meeting adjourned at 9:10 p.m.

Respectfully Submitted,

Alexander Weinhagen, Chair
Selectboard

Nanette Rogers
Town Administrator

TOWN OF WESTFORD
SELECTBOARD MEETING
GUEST LIST

Date: August 13, 2015

Name (please print)

Address

William Cleary

56 Beaver Pond Rd., Westford

Kaye Alexander

32 Castle Hill "

Dorothy "

(my mother - Kaye)

JOAN FARMER

297 COVEY ROAD

Barb Beck

1088 Rte 128