

Changes with the creation of Planned Unit Developments (PUD) will allow for more density bonuses and density bonuses may be transferred from a lower density district to a higher density district.

Overall, the new regulations are easier to understand and streamline the zoning application process.

Greg Baker asked how the new regulations relate to Act 250 regulations. Melissa advised that if a project triggers Act 250, the applicant will need approval from the town as well as the State.

For the record, Alex stated that he feels that Transect 2 includes property that will never be developed in the same way as properties in the Village and Common area will be. He takes issue with the design requirements for development in this district, which will be applied to the properties he's referring to. As an example, Alex used two small lots on Osgood Hill Road. The houses sit back from the road. Based on the requirements, it would be impossible to construct a garage due to the flood hazard zone located behind the structures. Alex feels the requirements are good but not in these situations.

Alex advised that the Planner's Association is considering using Westford's new regulations at the Vermont Planners Workshop in the spring. He commended those who were involved in the rewrite of the regulations noting that it was not a minor tweak of the existing regulations but a total rewrite.

Dave also gave praise to those involved. He read through the entire document and found it very easy to understand.

There was no more public comment. The hearing closed at 7:36 p.m.

Alex Weinhagen made a motion to adopt the revised Westford Land Use & Development Regulations as presented and discussed at this meeting, seconded by Dave Adams. Motion passed: 3-0.

CAPITAL BUDGET PUBLIC HEARING

Alex explained that the Capital Budget has been updated and this is the required public hearing for that process. The Capital Budget forecasts capital expenditures and putting aside money over a period of a few years to spread the cost out and/or minimize the amount to be borrowed in the case of town highway trucks.

Seth Jensen suggested that the Town plan for the replacement of the septic system that serves the town office and library due to its age and the location of the leach field (under the parking lot). Melissa advised that the quickest, easiest fix, if the system were to fail, is to connect to the system on the Spiller lot. At a bare minimum, a cost estimate for the piping and pump system is needed. Due to the age and condition of the system on the Spiller lot, in conjunction with how it would handle waste being pumped into it, this would at best be a short term fix. Melissa referred to Phase 1 of the Wastewater feasibility study, which gives an estimated preliminary cost for connecting to a system on the White Church property at \$50,000 however the estimate does not include the cost to go through the ledge. This option seems to be a better long-term fix.

Ira expressed his interest in the Capital Budget in relation to if the Town is living within its means. He feels the Town can afford the rolling stock – highway trucks, fire trucks, etc. – that it currently owns and can justify the cost and life expectancy of the item. However beyond that, he questions expenses, such as a new septic system, because there is a lot of guessing to it: guessing the price, guessing if it is needed, and guessing when it is needed. These types of items should not be ignored but does not want them to dilute the harder items, such as the rolling stock.

Ira referred to the asset inventory and the items, such as a green chair for the library, that are included in it. He's not sure why this type of expense is identified. Alex advised that the asset inventory is not part of the Capital Budget, it is simply used to keep track of certain inventory. Some items such as the green chair will be paid for in a budget year, while other items that meet a minimum cost threshold, currently \$5,000, are put in the Capital Budget and money is set aside for a few years in preparation of purchasing the item. Some items will be purchased out right by funds set aside, while others will have a combination of a down payment and obtaining financing to purchase, such as town trucks.

Ira feels that funds for items should be set aside for periods longer than five years. Ideally enough funds would be set aside to purchase an item out right.

Ira referred to a fire truck that is scheduled to be replaced in 2033 at a cost of \$700,000. This cost is significantly higher than the truck being replaced this year at \$325,000. Alex advised that due to how many years out before replacement inflation was factored in. Alex used this item as an example for what Ira was stating with regard to putting funds aside sooner for large ticket items in order to smooth out spikes in budgets.

Ira went back to his original question of whether or not the Town is living within its means. Alex stated that is a hard question to answer without doing a 20 or 30 year horizon as Ira is referring to. He feels that we are because we've been paying for the same items for the past 30+ years and haven't added too much in to the Capital Budget, therefore he assumes we are unless Ira or others feel the Town is currently not living within its means, or hasn't for the past five years. Alex stated that he has similar questions with regard to the Fire Department's rolling stock and when the town will no longer be able to afford \$400,000, \$700,000 trucks. He feels that at some point a cost benefit analysis should be done. Ira pointed out that same question could apply to any municipal service.

Ira stated for the record that he supports a Capital Budget because it's a good way to plan for large expense items in order to smooth out the budgets.

With regard to living within means, Seth Jensen referred to new subdivisions that add new private roads which then increase the service area and demands on the Fire Department. We should ask ourselves how we spend money and can we afford the Fire Departments area expanding. If the answer is yes, then we need to ask new residents on these roads to pay back a little of the investment that has already been made. Alex pointed out that the Capital Budget opens the door for towns to assess impact fees for new infrastructure a subdivision is compelling the need for. The problem with is impact fees cannot be used for regular replacement of trucks, maintenance, and operations. It is difficult to demonstrate the need for an impact fee based on a couple of subdivisions. It is Alex's understanding however that the Capital Budget also opens the door for the Development Review Board to put a project on hold until the year a capital expenditure tied to the development is budgeted for.

There was no more public comment. The hearing closed at 8:09 p.m.

Dave Adams made a motion to adopt the Capital Budget as presented, seconded by Casey Mathieu. Motion passed: 3-0.

MATERNITY LEAVE REQUEST & FLEX WORK SCHEDULE

Melissa Manka will be on maternity leave beginning sometime mid to late June. She has requested that the Selectboard appoint Sue Adams as interim Planning Coordinator during Melissa's twelve week absence. Sue is familiar with town residents and current projects. Melissa would like to begin

training Sue in March or April. Melissa consulted with the CCRPC as an alternative option however the CCRPC does not have the staff to afford and the cost to the Town would be significantly more than appointing Sue.

The Board asked Nanette if there would be any problems with Sue working as the Interim Planning Coordinator in addition to the Assistant Town Clerk position. Nanette advised she had been consulted prior to the request and saw no problems.

Upon Melissa's return from leave, she is requesting permission to work four eight hour days in the office and the remaining eight hours to be accrued through evening meetings and working from home.

Alex Weinhagen made a motion to approve Melissa's request to appoint Sue as Interim Planning Coordinator to serve during Melissa's leave and Melissa's proposed work schedule upon her return, seconded by Casey Mathieu. Motion passed: 2-0; Dave Adams abstained.

NUISANCE DOG HEARING

Christie Kane and Rick Dimeglio were present. Mr. Dimeglio has filed multiple complaints over a five year period against a dog owned by Robert & Christie Kane. He has spoken with the Kanes however their dog continues to come on his property. It was noted that when Mr. Dimeglio began filing complaints, the Dog Warden believed the dog was owned by different resident. It wasn't until much later that the error was discovered and the Kanes were notified.

Mrs. Kane acknowledged that their dog has wandered onto Mr. Dimeglio's property. At first, there was a problem with the electric collar, which took a while to identify. Lately, the dog's wandering occurs mostly when the parents are preoccupied with getting two young children to/from the house and vehicles. The Kanes bring their dog to a local farm to stay during the day when they are at work, therefore the times the dog has the opportunity to wander is limited to evenings and weekends.

Alex stated that the Dog Ordinance requires dogs to be under the owner's control at all times. The Board, Mrs. Kane and Mr. Dimeglio discussed options for restraining the dog when the owners are busy and unable to monitor the dog closely. Mrs. Kane agreed to hook the dog up when necessary.

2015 GRAND LIST CERTIFICATION

The Board signed a certificate stating that there are no appeals or suits pending with regard to the 2015 Grand List.

TRASH & RECYCLING SERVICES – BID PROCESS & BILLING

The Town's contract with Gauthier Trucking for trash and recycling services ends June 30, 2016. The Board would like to mail request for quotes by the end of March. Options that will be included in the request will be for weekly trash pickup, weekly trash pickup with bi-monthly recycle pickup with a bonus pickup when a month has five Wednesdays. The request will also ask for fuel adjustment clauses, a sticker system, monthly billing in excess of what the Town's contract covers. The length of contract was discussed with options being having a firm date or a guaranteed time frame with the option of extending for one or two years. Nanette will draft a letter and submit to the Board for review.

TOWN GARAGE FIRE ALARM/SECURITY SYSTEM

Brent furnished the Board with two quotes from Sun Ray Fire & Security. The quotes were for security only not fire. The Final Connection (Matt Fargo) has also been consulted.

Sun Ray submitted a quote of \$1,972 for upgrading the closed circuit camera system with five new cameras and new DVR. An additional quote of \$996 was received with regard to a security alarm system.

The Final Connection has quoted a surveillance system, which is better quality than Sun Ray's system, for approximately \$500 more however it does not include an alarm system.

The Board would like more information from both vendors and for John Quinn to meet with them to discuss the Fire Department's needs.

ROAD SCHEDULE

Alex Weinhagen made a motion to approve the February 18, 2016 through March 2, 2016 Road Schedule, seconded by Casey Mathieu. Motion passed: 3-0.

CERTIFICATE OF HIGHWAY MILEAGE

The Board signed the highway mileage certificate. There were not changes to the number of miles of town roads.

ACCOUNTS PAYABLE & PAYROLL WARRANTS

The Board approved the accounts payable and payroll warrants.

CORRESPONDENCE

The Board received a notice from the Chittenden County Regional Planning Commission seeking comments on the amendments to the ECOS Plan. The Board had no comments to submit.

Dave Adams advised that Gauthier has responded to the Town's inquire if any residents have exceeded the 64 gallon per week threshold and a request to bill residents on a monthly basis. To date, Gauthier has not needed to bill anyone for overages and advised that if they do, bills will be sent on a monthly basis.

The Town received a notice from the Vermont Department of Environmental Conservation Waste Management & Prevention Division with regard to an unknown, abandoned underground storage tank located at the Westford Market. The abandoned tank was discovered during a closure and assessment of a known tank that was removed. While sampling the soils as part of the purging and cleaning of the abandoned tank, contamination of the soils was discovered. The State is requesting the owners to have their consultant conduct further determinations and provide a summary with conclusions and recommendations. The Board would like to know if abutters to the property have been notified as well as when the follow up evaluation will be performed. Dave will contact the State.

EXCESS WEIGHT PERMITS

The Chair signed excess weight permits for Pike Industries and Reggie Smith & Son Trucking & Excavating.

ADJOURN

The meeting adjourned at 9:35 p.m.

Respectfully Submitted,

Alexander Weinhagen, Chair
Selectboard

Nanette Rogers
Town Administrator

