

SELECTBOARD MEETING
March 24, 2016

Present: Dave Adams Brent Meacham
 Casey Mathieu Nanette Rogers
 Dave Tilton

Guests: See List

The meeting was called to order at 7:06 p.m.

REORGANIZATION

Casey Mathieu nominated Dave Adams as chair, seconded by Dave Tilton. Motion passed: 3-0.

Dave Tilton nominated Casey Mathieu as vice-chair, seconded by Dave Adams. Motion passed: 3-0.

Dave Adams made a motion that the Board meet regularly on the second (2nd) and fourth (4th) Thursday evenings of each month beginning at 7:00 p.m. downstairs at the Town Office, seconded by Casey Mathieu. Motion passed: 3-0.

Casey Mathieu made a motion to designate Seven Days as the primary newspaper for publication of legal notices, and the Burlington Free Press as a backup when necessary, seconded by Dave Adams. Motion passed: 3-0.

CHANGES TO AGENDA

There were no changes to the agenda.

PUBLIC COMMENT

Suzanne Blanchard complimented the Road Crew on the condition of the roads and the smooth transition from the prior road crew.

MINUTES

Dave Adams made a motion to approve the February 18, 2016 minutes as amended, seconded by Casey Mathieu. Motion passed: 2-0. Dave Tilton abstained.

TOWN COMMON BOUNDARY & DEEDED RIGHTS OF WAY

The survey of the town common has been completed however it was brought to Melissa's attention that it's apparently wrong. The surveyor who completed the survey used information from 1825 that identified the corner of the Brick Meeting House and the White Church. The corners in the description were cited prior to the steeple being removed and relocated to the side of the Brick Meeting House, hence changing the corner, and before the church was rebuilt in a different location. More research is needed to correct the survey and proceed with the deeded rights of way.

UPDATE ON SCHOOL PROPERTIES

Voters approved selling the 19.5 acre lot on the corner of Westford Milton Road and Old Stage Road. This parcel is jointly owned by the school and town. The School Board had to vote on this as well and have approved selling the lot. Heather Armata, a local realtor, will be contacted to list the property. Dave Tilton stated he opposes the sale of the property for residential purposes.

The land the school building is located on consists of three parcels. Dave Adams and Mark Drapa have been corresponding with an attorney to discuss what needs to be done prior to July 1, 2017,

which is when the new union school district goes into effect. Things that are being considered are transferring two of the parcels to the Town, developing a usage agreement for the Town to be able to use the school (town meeting, recreation programs, emergency shelter, etc.) as well as the school being able to use the sports fields partially located on one of the parcels that may be conveyed to the Town. The maintenance and costs associated with emergency generator that is owned by the Town will be part of that agreement as well. The Selectboard and School Board plan to hold public meetings to develop the plan, which is targeted to be completed by the end of August. The vote to transfer the property will be done in November.

EMERGENCY TOWN PLANNING COMMITTEE

Joshua Smith was present to discuss implementing a committee to help him with identifying what needs to be done in an emergency and who can do it. Ideally he would like the committee to consist of three to five members. He feels the Road Foreman should be one of the members and a member of the Selectboard or someone at the town office. Nanette volunteered to serve on the committee. Josh will solicit other members via the newsletter and/or Front Porch Forum. He has obtained emergency plans from other towns to assist the committee. The Selectboard approved the formation of the committee. Josh will forward names to the Selectboard for members to be appointed.

TRASH & RECYCLING QUOTE PROCESS (FOLLOW UP)

A request for quotes was drafted. Casey has provided language to allow for the possibility of an extension by one or two years. This language will be incorporated into the draft. Quotes will be reviewed at the May 12th meeting.

RECONVENING ROAD COMMITTEE

The Board needs to reconvene the Road Committee to work on the next Road Plan. Prior Road Committee members will be contacted to determine if they are interested in serving on the committee again. A notice will be placed in the newsletter and on the Front Porch Forum. The Board would like to appoint members to the Road Committee at their April 28th meeting.

APPOINTMENT OF TOWN OFFICIALS

Casey Mathieu made a motion to appoint new officers as follows, seconded by Dave Tilton. Motion passed: 3-0.

Inspector of Wood & Lumber & Weigher of Coal	1 year term	Kyle Hobart
Fence Viewers	1 year term	Bruce Root, Grant Thomas, Scot Phillips
Tree Warden	1 year term	Ned Meehan
Town Service Officer	1 year term	Carol Howrigan
Land Agent	1 year term	Benjamin Stark
Emergency Program Manager	1 year term	Joshua Smith
Development Review Board	3 year term	Jason Hoover, Eric Jacobsen
DRB Alternate Representatives	1 year term	Patrick Haller, Seth Jensen
Planning Commission	4 year term	Wendy Doane, Mark Letorney
Conservation Commission	4 year term	Marilyn Thomas, Charles McGill
Recreation Committee	3 year term	Noel Boutin
Town Agent	1 year term	Willis Breen
Town Grand Juror	1 year term	Ronald Perry

The Selectboard received two letters of interest for the Lister position, which used to be elected. The applicants were Suzanne Blanchard and Benjamin Saunders. Suzanne Blanchard has served in the position for five years. Benjamin Saunders has appraisal experience.

Dave Adams made a motion to appoint Benjamin Saunders as Lister, seconded by Casey Mathieu. Motion passed: 3-0.

UPDATE ON TREASURER POSITION

Dave Adams advised of some changes to the Treasurer's position. The position has been moved from a hourly position to salary. The Treasurer has moved out of town therefore will be working remotely most of the time. She has committed to remaining in this position until at least the end of this calendar year.

BORNSTEIN TRAIL PERMIT

Benjamin Bornstein has requested the Town amend the trail permit issued to him in January 29 include the Stipulation to Dismissal with Prejudice and Order from 2001. The Selectboard received an opinion from the Town's attorney which advised that the two documents are separate from one another and have no impact on each other. Based on this opinion, the Selectboard denied amending the permit.

ROAD SCHEDULE

Dave Adams made a motion to approve the March 3, 2016 through April 14, 2016 Road Schedule, seconded by Casey Mathieu. Motion passed: 3-0.

The Road Crew damaged a Comcast utility cable when excavating Allen Irish Road to install drainage pipes. The Town has filed a claim with its insurance carrier in anticipation of receiving an invoice from Comcast.

Brent advised of a tree on Maple Tree Lane that was brought to his attention by a resident. The tree is in the right of way and needs to be removed. Brent will have a contractor remove the tree to avoid damaging smaller maples.

Wayne Fleming inquired why the Town has not contacted him for trucking services. Brent advised it is because he found a lower price through another hauler and is satisfied with the performance. He will keep Wayne in mind of future jobs.

SECURITY/FIRE ALARM SYSTEM (FOLLOW UP)

Final Connection (Matt Fargo) has begun installing the cameras. The number of cameras have been increased and are higher density. Sun Ray will be providing the security (door and motion sensors) as well as the low temp sensor needed for the Fire Dept.

The Board discussed the option of being able to view the recording online. If set up this way, each person authorized to have access will have their own login credentials. This option will require high speed internet, which the town garage does not have. The Fire Dept. recently obtained high speed Internet through Comcast. The Board will discuss with the Fire Dept. possibly using their Internet access.

ACCOUNTS PAYABLE & PAYROLL WARRANTS

The Board approved the accounts payable and payroll warrants.

FIRE TRUCK LOAN

Casey Mathieu made a motion to renew the fire truck loan and to adopt the resolution, seconded by Dave Tilton. Motion passed: 3-0.

CORRESPONDENCE

The Board received an email from Calef Letorney expressing his concern with property theft in Westford. He suggested a small course of action when renewing the Town's contract with the Sheriff's Department, that being that only marked vehicles be used when patrolling. To the best of the Board's knowledge, the Sheriff's Dept. uses marked cars however will contact them to discuss.

EXCESS WEIGHT PERMITS

The Chair signed excess weight permits for G.W. Tatro, Jack F. Corse, Redline Unlimited, I.H. Charbonneau & Son, Ernest Krusch, Kennedy Excavation, Barrett's Tree Service, Ronnie Wells, S.D. Ireland Concrete & S.D. Ireland Brothers Corp., Chevalier Drilling, Dale Percy, Rice Lumber, Wayne's Construction, Onsite Septic Solutions, Norman Snider, Essex Rental & Sales, P&P Septic, Weston Pulpwood, United Natural Foods, Bundy's Sewer & Drain, Hinesburg Sand & Gravel, Spence Excavating & Construction, The Energy Co-op of Vermont, Camp Precast Concrete, Bryan & Ronald Bevins, Bourne's, Inc. & Bourne's Propane, Champlain Oil Company, Pat's Truck Maintenance, DJ's Tree Service & Logging, John G. French & Sons, The A. Johnson Co., Alan Mossey & Sons Excavating and Liberty Propane.

ADJOURN

The meeting adjourned at 9:00 p.m.

Respectfully Submitted,

David E. Adams, Chair
Selectboard

Nanette Rogers
Town Administrator

TOWN OF WESTFORD
SPECIAL SELECTBOARD MEETING
GUEST LIST

Date: March 24, 2016

Name (please print)

Address

SUZANNE BLANCHARD

3 Post Road

Ben Saunders

84 Mountain Rd.

Joshua Smith

934 Osgood Hill Rd

Wayne F. [Signature]

784 Woods Hollow