

**SELECTBOARD MEETING**  
**August 18, 2016**

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

Guests:        See List

The meeting was called to order at 7:02 p.m.

**CHANGES TO AGENDA**

The following change was made to the agenda: added Request for Reimbursement from Dale Rodgers, Steeple Market Request for Placement of Event Sign and Library Septic Tank to discussion and Access Permit Application (Gauthier) to Road Foreman.

**PUBLIC COMMENT**

Dave Gauthier advised of heavy gravel that is accumulating on Route 128 near the Cambridge Road intersection. He believes the catch basin is not catching the run off. Brent will contact the Agency of Transportation.

**MINUTES**

Casey Mathieu made a motion to approve the July 28, 2016 minutes as amended, seconded by Dave Tilton. Motion passed: 3-0.

**FOREST MANAGEMENT ON TOWN PROPERTY**

Joel Fay from the Conservation Commission was present. The Town's 20-acre parcel on Brookside Road abuts property owned by Pat and Amber Haller. The Hallers plan to do some forest management and eradicate invasive species found on their property. Pat Haller approached the Conservation Commission to discuss the Town possibly doing some forest management and eradication on the Town's property as well. The Commission feels this is a good idea because 1) it will help the Hallers' efforts in eradicating invasive species on their property if the Town eradicates the species on its property, and 2) the cost of having heavy equipment on site for harvesting timber can be split between the parties.

Joel advised that the Conservation Commission wanted to bring the concept to the Selectboard's attention. The Commission feels the Town's property is in need of forest management. The first thing the Conservation Commission needs to do is conduct a site visit to determine if there are any invasive species on the Town's property. The Board expressed interest in moving forward with the project but will need to know specifics and the cost. The Conservation Commission will update the Board as more information becomes available.

Joel advised the Selectboard that the Conservation Commission would like a recreational easement placed on the Spiller lot to reserve the ability to connect to other trails in the future.

**REQUEST FOR REIMBURSEMENT – DALE RODGERS**

Dale Rodgers submitted receipts for 96 tires he removed from the trails on the school's property and disposed of. Dale had spoken with the school about reimbursement prior to removing the tires, however by the time the task was completed, the school did not have funds available. Dale then submitted the receipts to Michelle DaVia for reimbursement from Chittenden Solid Waste. Michelle advised Dale to submit them to the Town. The Board asked Nanette to contact Michelle to determine if there are funds available for reimbursement.

Casey Mathieu made a motion to reimburse Dale Rodgers \$554.48 for the disposal of the tires and to submit a reimbursement request to Chittenden Solid Waste, seconded by Dave Tilton. Motion passed: 3-0.

#### **STEEPLE MARKET REQUEST FOR PLACEMENT OF EVENT SIGN**

Steeple Market is seeking permission to place a sign on the Town Common for a Brewfest occurring on September 17<sup>th</sup>. Currently only signs town events – Italian Dinner, Ice Cream Social, Concerts on the Common, etc. - have been allowed on the common. The Board felt it should keep signage to town events only therefore denied the request.

#### **LIBRARY SEPTIC TANK**

The State has approved the application to replace and relocate the library's septic tank. The Board would like Green Mountain Engineering to draw up a request for proposals. Quotes will be due September 15<sup>th</sup> with the work to be completed by the end of October.

#### **TRANSFER OF SCHOOL PROPERTY TO TOWN**

Dave provided a brief update on the transfer of the school property to the Town. He received an email from Mark Drapa with a draft warning. The School Board will be taking action at their meeting next week. The warning contains four articles – articles one and two are necessary, articles three and four are advisory.

#### **JACKSON FARM & FOREST PROJECT**

The warning for the vote on the Jackson Farm & Forest Project was reviewed and signed. The article language will be provided to the Secretary of State's Office to be included on the ballot for the General Election.

#### **FUTURE OF SPILLER LOT**

Caroline Brown was present. She advised the Historical Society has decided not to purchase the property from the Town. The Selectboard discussed how best to recoup the money invested in the purchase. Heather Armata will be asked to conduct an analysis. The recreational easement will need to be in place prior to listing. Caroline believes the property consists of more than one lot. This will need to be verified by looking up the deed. If so, it is possible the Town may be able to retain some of the acreage to go with the easement. The Town will need to review the information on file with regard to the soils tests that were done a few years ago to get a better understanding of what the potential of the property is with regard to wastewater. The Board scheduled a site visit at 6:30 on September 8<sup>th</sup>.

#### **MYERS CONTRACT**

The contract with Myers has been returned for the Board to approve. Dave noted that the changes discussed at the meeting with him and Jeff and Joe Myers have been done. The changes were to the providing of dumpsters to include one pickup per week to commercial establishments free of charge.

Dave Adams made a motion to approve the contract with Myers as amended, seconded by Casey Mathieu. Motion passed: 3-0.

#### **ACCESS PERMIT – BROOKSIDE ROAD (GAUTHIER)**

An access permit application was received for a one-acre lot being created by David and Lynn Gauthier on Brookside Road. Brent has conducted a site visit and signed off on the application.

Casey Mathieu made a motion to approve the access permit application submitted by David and Lynn Gauthier, seconded by Dave Tilton. Motion passed: 3-0.

#### **ROAD SCHEDULE**

Casey Mathieu made a motion to approve the August 18, 2016 through September 8, 2016 Road Schedule, seconded by Dave Tilton. Motion passed: 3-0.

The quarry providing material for the Allen Irish Road project ran out of material. Brent and the Road Crew did what they could until the material was available, however the completion date needs to be extended by one week due to the delay.

Brent noticed the entries in the Highway budget status report for the new truck. He feels the way the entries were made skews the bottom line of the budget. Brent will discuss the entries with the bookkeeper.

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

The Board approved the accounts payable and payroll warrants.

#### **CORRESPONDENCE**

Final Connection notified the Town and Fire Department that the cables are in place and ready for hook up for internet and phone service at the town garage. Comcast is coming August 22<sup>nd</sup> to connect the services.

Dave advised that the RPC is accepting grant applications for sidewalks. Nanette stated that Melissa has been in charge of this project however is not aware of the Town being ready to pursue grant funds at this time.

The Committee for the Jackson Farm & Forest Project is requesting permission for the flyer distributed at a prior Selectboard meeting be included in the September Newsletter. The Board approved the request.

Dave Adams received an email from a resident on Westford Milton Road with regard to bulky items being picked up by Myers. The resident put a toilet out for pickup. Myers sent a bill for \$60. When the resident contacted a CSWD drop off center the fee to drop off the same item, the cost was \$14.00. A notice will be posted on the Front Porch Forum to advise that residents contact Myers to find out how much it will cost for them to pick up a bulky item.

The Fire Department inquired about the status of the low temperature alarm. Casey advised he will follow up on the email.

#### **ADJOURN**

The meeting adjourned at 8:44 p.m.

Respectfully Submitted,

David E. Adams, Chair  
Selectboard

Nanette Rogers  
Town Administrator

TOWN OF WESTFORD  
SELECTBOARD MEETING  
GUEST LIST

Date: August 18, 2016

Name (please print)

Address

D. Lanthier

150 Huntley Rd Westford

J. Fay

81729 rt 128

Cardine Brown

138 Huntley Rd.