



### **FIRE DEPARTMENT FY'18 BUDGET REQUEST**

Steve Willard and John Quinn were present. The Fire Department is requesting \$50,100, which is level funded.

### **UPDATE ON FIRE ALARM FOR TOWN GARAGE/FIRE DEPT**

Steve advised that he is meeting with another vendor in an attempt to obtain at least two quotes.

### **LIBRARY FY'18 BUDGET REQUEST**

Beth Lane and Allison Weinhausen were present. The Library is requesting \$70,899, which is a 1% increase from the current year. The increase is due to an assumed increase in workers' compensation insurance, health insurance, books and supplies and the librarian's salary. The Trustees increased postage in the event the state will not offer a grant in FY'18.

### **KAREN MUNSON – CULVERT ON OLD STAGE ROAD**

Karen Munson was present to discuss a problem with a culvert that crosses Old Stage Road. A few years ago, the Road Crew replaced the culvert and Karen believes it is higher than it used to be. Since then, the water on Karen's property has not drained properly, which has killed perennials and trees and has caused other problems. When there is significant rain fall, the water backs up and goes over her driveway. She would like the Town to fix the culvert so the water on her property will drain as it used to.

Dave Tilton is not sure this problem is the Town's responsibility. He took pictures during a rainy period which showed the water that was backing up was working its way over to the culvert. He felt the volume entering the culvert was reasonable.

Brent has inspected the culvert and feels it is functioning the way it should be. Thirty feet away from the culvert, the water is draining. The water that is pooling is approximately 40 feet away from the culvert. Casey stated the pooling may be from silt accumulating in combination with the placement of the newer culvert however he would like to see before and after pictures to get a better idea. Brent stated advised there is a berm that is prohibiting the water to drain. He hasn't seen any evidence of a lot of silt on the other side of the culvert.

The Board members will conduct individual site visits and discuss this further at their November 16<sup>th</sup> meeting.

### **HEALTH INSURANCE**

Nanette explained that currently, the Town allots \$8,200 annually per eligible employee for health insurance. This amount covers the premium of a single person policy and some funds for an HRA or HSA. Four employees are currently enrolled in the Platinum plan and one employee is enrolled in the Silver CDHP plan. The current annual premium for the Platinum is \$7,879.56 per employee and the annual premium for the Silver CDHP is \$5,626.80.

Nanette advised that the new premium for the Platinum policy is increasing to \$8,241.12 per year and the Silver CDHP plan is increasing to \$6,189.72 per year. The Board needs to decide how much they want to budget for health insurance per employee (level fund, increase or decrease). Once this is determined, then Nanette can inform employees so they can select the insurance plan that works best for them.

After a brief discussion, the Board decided to increase the budget amount to pay the premium for a single person policy as well as contribute the same amount to either an HRA or HSA that was contributed in 2016.

The Board would like to know how Westford compares to other towns when it comes to benefits. Nanette will provide them with VLCT's compensation and benefits report, which contains this information from towns that responded to the survey.

### **JACKSON FARM & FOREST PROJECT - UPDATE**

The article put forth to the voters on November 8<sup>th</sup> to purchase the Jackson Farm passed, 812 to 365. The project will move forward with the Vermont Land Trust and fundraising efforts.

Dave Gauthier advised that a tentative date of next week has been scheduled up to do the remainder of the test pits.

### **PUBLIC RECORDS REQUEST**

The Town received a public records request from Dick Lavallee for information on the broken window of the excavator, specifically how much it cost to repair and if the State Police were called.

Nanette sent an email on November 10<sup>th</sup> advising the cost for materials was \$152.09 and the labor was \$20.00, and that the State Police were called.

Brent advised that on August 30<sup>th</sup> he saw the rear window in the excavator had bullet holes in it. He contacted the State Police, who came to investigate. The Police informed Brent that there were similar incidences reported in neighboring towns. Brent stated that the excavator was left on site during the road reconstruction project on Allen Irish Road due to the cost of transporting the machine daily.

### **GARDEPHE/WIGHT DOG HEARING DECISION – REQUEST TO AMEND**

Harry Gardephe and Laurie Wight submitted a request to amend one of the conditions of the letter dated November 1<sup>st</sup>. The first condition reads "keep Jessie on a leash at all times when she is off your property." Harry and Laurie would like it amended to pertain to Machia Hill Road. This is because they frequently go hiking, to dog parks and other areas. They feel the restriction should be clarified to a specific area rather than being so broad.

Dave Tilton made a motion to amend the condition as requested, seconded by Casey Mathieu. Motion passed: 3-0.

### **UPDATE ON SALE OF SPILLER LOT**

Dave A. provided a brief update. The buyer has hired a surveyor due to a condition of the sale of the property. The boundary is approximately 10' in front of the existing house, which is much different than what he originally believed when making an offer. To complicate matters, based on an 1850 Supreme Court case, it is unclear whether or not the Town can sell the front part of the lot, which is considered to be part of the town common. Depending on the findings of the survey and the court case, the Town may need to renegotiate the purchase with the buyer.

Dave A. stated that this issue is not restricted to the Spiller lot, it is applicable to all the lots along Common Road. This is an issue the Town needs to determine how to handle.

### **ROAD SCHEDULE**

Dave Adams made a motion to approve the November 11, 2016 through November 23, 2016 Road Schedule, seconded by Casey Mathieu. Motion passed: 3-0.

Brent is still awaiting word from the vendor as to what they will do for the radiator that had to be replaced in the 2014 Western Star.

#### **LIBRARY PARKING LOT**

Brent advised that most of the work has been done. Work left to complete are installing the guardrails, hydro-seeding, placing the curbs for the parking spaces and installing protection for the well.

#### **OVERTIME**

The Board received hours and salary information on Brent and former Road Foreman, Gary Estus. They would like the same information for the other members of the Road Crew. This item will be discussed at the next regular Selectboard meeting.

#### **DATA ENTRY OF ROAD PROJECTS**

The Board asked Brent to come up with a plan for entering the data for roads into the new program. Brent does not feel this will take someone very long to accomplish. He has found someone that can do the work a few hours at a time. This item will be on the agenda for the next meeting.

#### **GRAVEL ROAD PERMIT**

Nanette received information from Jim Ryan at the State with regard to grant funding opportunities to address the work that needs to be completed to be in compliance with the Clean Water Act. Brent advised that the Road Committee is working on some of the preliminary work necessary to be able to apply for grants.

#### **VERIZON COVERAGE**

Casey had pricing information for new cell phone service for Brent. Two plans were quoted, both came with a smart phone for Brent and a flip phone for each road crew member. The first option is \$103.95 per month and offers unlimited talk and text, hotspot for smart phones and 2.2GB data to be shared. The second option is \$105.21 per month and offers unlimited data, unlimited text with hotspot for the smart phone. The three phones would share 800 minutes and the two flip phones would have 100 free text messages each. The price for the smart phone is \$199.00.

After a brief discussion, the Board decided to go with option number one, \$103.95 per month.

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

The Board approved the accounts payable and payroll warrants.

Casey Mathieu made a motion to authorize Dave Adams to approve a warrant between meetings due to the holiday, seconded by Dave Tilton. Motion passed: 3-0.

#### **ADJOURN**

The meeting adjourned at 9:00 p.m.

Respectfully Submitted,

David E. Adams, Chair  
Selectboard

Nanette Rogers  
Town Administrator

