

SELECTBOARD MEETING
April 13, 2017

Present: Casey Mathieu Brent Meacham
 Dave Tilton Nanette Rogers
 Allison Weinhagen Greg Barrows

Guests: See attached list

The meeting was called to order at 7:00 p.m.

CHANGES TO AGENDA

The following changes were made to the agenda: added resignation letter from Rec Coordinator to the discussion section and added attorney opinion to the executive session section.

PUBLIC COMMENT

Lynn Gauthier spoke to the potholes on the bridge on Cambridge Road. Brent advised that he had planned to do the work April 13th but because he didn't have three people for the project he had to put it on hold.

Lynn advised of a tree in Plains Cemetery that needs to be cut down. She asked that Brent put the tree on the list for Ned Meehan to remove.

Lynn advised that the Pleasant View Cemetery will be handed over to the Town once the research is complete.

Lynn would like to place a Veterans' monument on the common after the boundaries are resolved.

MINUTES

Dave Tilton made a motion to approve the January 19, 2017 minutes as written, seconded by Casey Mathieu. Motion passed: 2-0; Allison abstained.

Allison Weinhagen made a motion to approve the March 23, 2017 minutes as amended, seconded by Dave Tilton. Motion passed: 3-0.

MOWING QUOTES

The Board received four quotes for mowing of Town properties, the Brick Meeting House, Brookside, Richardson, Cloverdale, Osgood, Plains and Pleasant View cemeteries. Greg Barrows was present from the Brick Meeting House. Lynn Gauthier was present for the cemeteries.

	<u>Green Monster Landscape</u>	<u>MMT Lawncare</u>	<u>Old Tyme Home Care</u>	<u>Robert & Sons Lawn Care</u>
Town	\$12,480	\$6,250		\$2,500
BMHS		\$1,000		\$400
Brookside Cemetery		\$1,300		\$500
Richardson Cemetery		\$390		\$700
Cloverdale Cemetery		\$780		\$600
Osgood Cemetery		\$520	\$1,000	

	Green Monster Landscape	MMT Lawncare	Old Tyme Home Care	Robert & Sons Lawn Care
Plains Cemetery		\$715	\$1,000	
Pleasant View Cemetery		\$1,170	\$1,250	

Allison Weinhagen made a motion to award the mowing contract to Robert & Sons Lawn Care for the town properties, seconded by Dave Tilton. Motion passed: 3-0.

Greg Barrows advised that the Brick Meeting House will also select Robert & Sons.

Lynn Gauthier advised that the Cemetery Commission will meet to discuss the quotes and make their decision.

FY'18 EMERGENCY COMMUNICATIONS & DISPATCH SERVICES CONTRACT

Allison discussed the contract with the St. Albans City manager. Their discussion consisted of changing the term for cancellation from six months to three months, paying in two installments instead of one, language with regard to refunding the payment on a prorated basis if the contract is cancelled mid-term by either party. The city manager asked that Allison make the changes to the contract and send it to him.

Casey Mathieu made a motion to approve the contract for emergency communications and dispatch services provided by the City of St. Albans as amended, seconded by Dave Tilton. Motion passed: 3-0.

TRANSFER OF SCHOOL PROPERTY

The Board met with the School Board on April 6th and 12th. A timeline was developed and progress is being made on the easements and use agreement. Allison and Mark Drapa (School Board member) will meet with the Town attorney to work through concerns and comments. The next meeting is scheduled for May 1st.

RIGHT OF WAY BETWEEN TOWN OFFICE AND LIBRARY

The Town sent a letter to Mary Cavanaugh in February to advise of the Town's project with clearing up title issues surrounding the town common and town properties in the proximity of the common. There was no response until the day of this meeting. Ms. Cavanaugh was disappointed that she wasn't notified that the right of way was being discussed and added that she is not interested in relinquishing the right of way. It was pointed out that the Agency of Transportation would like to see the access discontinued due to the limited site distance to the north. Due to the large projects currently before the Board, it was decided that this matter will be tabled until those projects are complete.

COMMON ROAD SURVEY

With regard to the pending or future sale of the Spiller lot, the Town needs to formally lay out Common Road to clearly identify the right of way for the purpose of either granting easements for access to the properties located to the south of the town common, or to transfer the southern portion of the common to the abutting property owners.

Allison Weinhagen made a motion to authorize Carrol Peters to commence surveying a 4-rod right-of-way for Common Road in accordance with the standards of 19 V.S.A. § 33 and to consult with Mr. Hutchins' surveyor, Stuart Morrow, to obtain any information he has already regarding the real

estate title history of properties on this side of the Town Common, seconded by Dave Tilton. Motion passed: 3-0.

PURCHASE & SALES AGREEMENT FOR SPILLER LOT

Allison Weinhagen made a motion to approve an extension of the Purchase and Sale Agreement with Mr. Hutchins for up to one hundred twenty days and to authorize Casey Mathieu to sign the extension agreement, seconded by Dave Tilton. Motion passed: 3-0.

EXEMPTION FOR COLLECTING FOOD SCRAPS UNDER ACT 148

Chittenden Solid Waste has requested that the Town reaffirm their prior decision to request an exemption from food scrap hauler collection under Act 148.

Allison Weinhagen made a motion to reaffirm the decision made by the prior Selectboard to request an exemption from food scrap hauler collection, seconded by Dave Tilton. Motion passed: 3-0.

RECRUITING A DOG WARDEN

Dave Tilton advised that the animal control officer in Cambridge is interested in applying for the Westford dog warden position. Nanette advised that she mailed an application and a copy of the ordinance. Nanette also advised that a town resident expressed some interest. An application and the ordinance were also provided to the resident.

PLANNING & ZONING REGULATIONS PUBLIC HEARING

The Planning Commission submitted to the Selectboard the revised Zoning Regulations on April 4th. The Selectboard has up to 120 days to hold their public hearing.

Allison Weinhagen made a motion to hold a public hearing for the revised Zoning Regulations on June 8th, seconded by Casey Mathieu. Motion passed: 3-0.

RESIGNATION FROM REC COORDINATOR

Allison Weinhagen made a motion to regretfully accept Bekah Gwozdz's letter of resignation as Rec Coordination, seconded by Dave Tilton. Motion passed: 3-0.

ROAD SCHEDULE

Dave Tilton made a motion to approve the April 14, 2017 through April 27, 2017 Road Schedule, seconded by Allison Weinhagen. Motion passed: 3-0.

Brent received an email from a resident expressing concern about the amount of gravel on the sides of the roads. Brent advised this is due to the freeze/thaw cycle this winter, causing some of the gravel to be plowed off with the snow.

ACCESS PERMIT

The Board approved an application submitted by Sue Thibault for a driveway to serve a single family dwelling on Pettingill Road.

UPDATE ON GARAGE ROOF & COLUMN WORK

Brent advised that work on replacing the garage roof is complete. There are three to four days left of work for the columns, not including the siding. Brent has all the materials. The Board instructed Brent to hold off on painting the doors.

UPDATE ON DATA ENTRY

Brent advised that the last year is being entered into the program.

EMAIL FROM ANDRE ROY

The Board received an email from Andre Roy with regard to the highway budget status and questions about how damages to town equipment are paid for. The Board reviewed the questions and provided answers for Allison to respond.

ACCOUNTS PAYABLE & PAYROLL WARRANTS

The Board approved the accounts payable and payroll warrants.

Casey Mathieu made a motion to authorize Allison Weinhagen to approve warrants for expenses to be paid before the next Selectboard meeting, seconded by Dave Tilton. Motion passed: 3-0.

EXCESS WEIGHT PERMITS

The Chair signed excess weight permits for Denis Beloin, Bevins & Son, J.A. Bedell Excavating, G.W. Tatro Construction, Ernest Krusch, Gauthier Trucking, Sticks & Stuff, North Country Construction, H.A. Manosh, Lyman Excavating, Redline Unlimited, Dana Sweet Trucking, Norman Snider, Harrison Concrete, Harrison Redi-Mix, Casella Waste (All Cycle), Camp Precast Concrete Products, Curtis Lumber, Limlaw Chipping & Land Clearing and Wayne's Construction.

EXECUTIVE SESSION

Casey Mathieu made a motion at 8:13 p.m. to enter Executive Session to discuss a personnel matter and an attorney opinion, seconded by Dave Tilton. People in attendance were Casey Mathieu, Dave Tilton, Allison Weinhagen and Nanette Rogers. The Board exited Executive Session at 8:47 p.m. No action taken.

ADJOURN

The meeting adjourned at 8:48 p.m.

Respectfully Submitted,

Casey Mathieu, Chair
Selectboard

Nanette Rogers
Town Administrator

TOWN OF WESTFORD
SELECTBOARD MEETING
GUEST LIST

Date: April 13, 2017

Name (please print)

Address

Dave Lausler

138 Old #11 Rd

Lynn Gauthier

180 Huntley Rd

Maria LaFon

1715 VT Route 128

Alex Barden

Heather Arnold

97 Deer Run