

NEW FIRE TRUCK

Steve advised that the new fire truck will be delivered within the next 45 days. Greg will contact the bank to secure a loan for the purchase.

BIDS FOR 2000 INTERNATIONAL TRUCK

Two bids were received for the 2000 International truck. The sealed bids were opened at the meeting. Cliff Porter bid \$2,555.00 and Richard Mathieu bid \$2,625.00.

Casey Mathieu recused himself from the discussion and vote.

Allison Weinhagen made a motion to accept the bid submitted by Richard Mathieu, seconded by Dave Tilton. Motion passed: 2-0.

ROAD SCHEDULE

Dave Tilton made a motion to approve the July 13, 2017 through July 26, 2017 Road Schedule, seconded by Allison Weinhagen. Motion passed: 3-0.

UPDATE ON EXCAVATOR REPAIRS

Brent advised that the excavator repairs have been completed. He explained that this is the second time the repairs were done. The first repair failed after the equipment was returned. Brent will test the excavator to ensure the repairs will last this time before the equipment is returned to the shop. When the first repairs failed, CAT provided the Town with a loaner until the repairs could be made again.

TOWN ROAD & BRIDGE STANDARDS

Dave Tilton suggested amendments to the Town Road & Bridge Standards that were adopted in 2014. Jim Cota, VTrans District 8 Project Manager, pointed out in an email that the Standards are recommended by the State. The State provided a boiler plate template to towns for them to modify to their specific needs. Jim advised in his email that Brent is following all the standards and has a well thought out plan for everything he and Brent discussed when they met recently. He feels Brent is an excellent Road Foreman.

Dave proposed amending the fourth and fifth bullets under the Roadways section. The amendments take into consideration staff, equipment and budgeted funds with regard to grading the road and managing berms. Dick Lavallee stated that the third paragraph in the Standards states that fiscal reasons are not a basis for not following the Standards. Nanette stated that she thinks this statement is with regard to the beginning of the paragraph where it addresses the Selectboard's ability to modify the standards for a particular project.

The Board eliminated the fiscal reference in the amendments being proposed.

Allison Weinhagen made a motion to amend the Town Road & Bridge Standards as proposed by Dave Tilton and discussed by the Board, seconded by Dave Tilton. Motion passed: 3-0.

Dick Lavallee feels that the amended Standards are too vague.

ROAD FOREMAN JOB DESCRIPTION

Brent had a chance to review the changes proposed by Allison to the new template provided at a conference Nanette recently attended. One item proposed to be added to the job description is the requirement to possess a certified medical examiner's certificate. Brent

pointed out that municipalities are exempt from this requirement. He feels changes such as this will limit the Town's choices of applicants. The Board will use the word "preferred" with regard to some of the requirements such as the medical certificate, years of supervisory experience and years of equipment experience.

ACCOUNTS PAYABLE & PAYROLL WARRANTS

The Board approved the accounts payable and payroll warrants.

CORRESPONDENCE

The Board acknowledged a request to hold a yard sale on the town common, possibly a community yard sale. The Board declined the request and suggested the person contact a member of the Brick Meeting House to seek usage of that building. The Brick Meeting House has accommodated similar events in the past therefore the Selectboard felt it would be a better option.

The Board acknowledged an email from Melissa Manka on behalf of the Planning Commission. The Planning Commission is suggesting the Town adopt a Vendor Ordinance to address requests to use the common for food trucks and other similar events. The Planning Commission furnished examples of ordinances from other towns and offered to draft the ordinance for the Selectboard. The Selectboard accepted the Commission's offer.

The Board received an email with regard to a mitigation grant opportunity from VTrans. This will be discussed at the next meeting.

The Town has received multiple complaints with regard to some barking dogs on Manley Road. Dave followed up on the emails but neither party was home. He left a note at the house to ask the owner of the dogs to please do what they can to address the barking. Dave will contact the people who submitted the complaints and advise of the action taken.

The Board acknowledged an email dated June 26th from Andre Roy. The Board discussed Andre's concerns and questions with regard to the Road Foreman and a window being left open at the town garage. Casey will respond to the email.

The Board acknowledged and discussed an email dated June 22nd and a letter dated June 30th from Becky Roy. The email and letter are in regard to the Board's responses to previous correspondence from Becky, as well as her concerns with the conditions of the roads and excess dirt/gravel on the side of the roads. Allison will respond to Becky.

Casey received a call from a resident with regard to the work being done on Woods Hollow Road. She expressed concern regarding the impact to the wetlands. When Casey arrived at the site, someone from the State was present and advised Casey that everything was being done right. Brent advised that a wetland specialist and another person from the State conducted a site visit the morning of July 13th and also advised that everything was being done right.

EXECUTIVE SESSION

Allison Weinhausen made a motion to enter Executive Session at 8:41 p.m. to conduct an employee annual review, seconded by Dave Tilton. Motion passed: 3-0. People in attendance were Casey Mathieu, Dave Tilton, Allison Weinhausen and Brent Meacham. The Board exited Executive Session at 9:27 p.m. No action taken.

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ADJOURN

The meeting adjourned at 9:27 p.m.

Respectfully Submitted,

Casey Mathieu, Chair
Selectboard

Nanette Rogers
Town Administrator

TOWN OF WESTFORD
SELECTBOARD MEETING
GUEST LIST

Date: July 13, 2017

Name (please print)

Address

Dick Lavallee

39 Old #11

Stue Willard

191 Old No 11

Dave Lavallee

138 Old #11