



**FIRE ALARM & SECURITY SYSTEM – FIRE DEPT. & TOWN GARAGE**

There was no information to review. This item was tabled until the next meeting.

**RESIGNATION OF PLANNING COMMISSIONER**

Dave Tilton made a motion to accept the resignation of Jeremy Berger from the Planning Commission, seconded by Allison Weinhagen. Motion passed: 3-0.

**FY'18 CONTRACT WITH SHERIFF'S DEPT. FOR LAW ENFORCEMENT**

The contract with the Sheriff's Department for FY'18 has no changes from the FY'17 contract.

Allison Weinhagen made a motion to enter into a contract with the Sheriff's Department for law enforcement services July 1, 2017 through June 30, 2018, seconded by Dave Tilton. Motion passed: 3-0.

**DOG WARDEN VACANCY**

Nanette advised that the animal control officers in Milton and Essex are members of the police department. Given these are paid positions, it is assumed that the towns would not authorize their employees to cover Westford. The animal control officers in Jericho and Fairfax have worked for Westford in the past. It was agreed that these individuals would not be contacted. Nanette left a message for the Underhill dog warden but have not heard back from her.

The Board will continue to post the vacancy and contacting possible candidates.

**ROAD SCHEDULE**

Dave Tilton made a motion to approve the July 27, 2017 through August 10, 2017 Road Schedule, seconded by Allison Weinhagen. Motion passed: 3-0.

Brent advised that some trees on Maple Tree Lane, Covey Road and Manley Road are slated to be taken care of in the next few weeks. He will contact the property owners on Covey Road to advise when the work will take place.

Casey asked if there are any specs the State mandates to be followed with regard to the grant for ditching project on Brookside Road. Brent stated the only spec is to stone line banks that have a grade of 8% or more.

Brent advised there is a grant available for purchasing new trucks that replace old trucks. The grant encourages replacement of old equipment with new equipment that have better emission systems. Brent will look into the grant for the new truck that is being purchased.

**ROAD FOREMAN JOB DESCRIPTION**

There was no information to review. This item was tabled until the next meeting.

**MUNICIPAL HIGHWAY & STORMWATER MITIGATION GRANT**

Brent believes he has some roads that would benefit from this grant. This grant can also be used toward constructing a salt shed. The application deadline is August 15<sup>th</sup>. Brent will work with the Selectboard and town office staff to submit an application.

**ACCOUNTS PAYABLE & PAYROLL WARRANTS**

The Board approved the accounts payable and payroll warrants.

**CORRESPONDENCE**

The Board discussed a post on Front Porch Forum about disseminating information to residents with regard to roads. The Board felt it appropriate to provide general information however responses to individual posts are not. Brent will draft something to be posted.

**EXECUTIVE SESSION**

Allison Weinhagen made a motion to enter Executive Session at 7:56 p.m. to discuss personnel matters and conduct an employee annual review, seconded by Dave Tilton. Motion passed: 3-0. People in attendance were Casey Mathieu, Dave Tilton, Allison Weinhagen and Nanette Rogers. The Board exited Executive Session at 8:59 p.m. No action taken.

**ADJOURN**

The meeting adjourned at 8:59 p.m.

Respectfully Submitted,

Casey Mathieu, Chair  
Selectboard

Nanette Rogers  
Town Administrator

TOWN OF WESTFORD  
SELECTBOARD MEETING  
GUEST LIST

Date: July 27, 2017

Name (please print)

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