

SELECTBOARD MEETING
October 12, 2017

Present: Casey Mathieu
Allison Hope (arrived at 7:12)
Dave Tilton

John Roberts
Nanette Rogers
Greg Barrows

Guests: See attached list

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

CHANGES TO AGENDA

The following change was made to the agenda: under Discussion added Quit Claim Deed regarding Glebe leased land.

PUBLIC COMMENT

There was no public comment.

MINUTES

Dave Tilton made a motion to approve the September 28, 2017 minutes as amended, seconded by Casey Mathieu. Motion passed: 2-0.

The September 19, 2017 minutes were tabled until after Allison arrived.

BRICK MEETING HOUSE SOCIETY FY'19 BUDGET REQUEST

Greg Barrows presented the FY'19 budget request on behalf of the Brick Meeting House Society. Revenue for the Brick Meeting House in FY17 was higher than anticipated due to two memorial donations; expenses were slightly less than budgeted. Greg advised that revenue for FY'18 is expected to be lower than anticipated due to the Broomball Tournament not taking place this winter and the building being used less. Expenses for the current fiscal year have taken a hit with the septic system being replaced. The Brick Meeting House is requesting level funding for FY'19 of \$4,500.

CONSERVATION COMMISSION FY'19 BUDGET REQUEST

Sarah Pinto and Joel Fay were present. The Conservation Commission is requesting \$3,600, which is double the amount budgeted for FY'18. The Conservation Commission anticipate more work due to the implementation of tasks identified in the Town Plan in addition to their routine work.

LISTERS FY'19 BUDGET REQUEST

The Listers have requested a slight increase in their budget for salaries and tax mapping. Education and travel expenses were reduced to reflect actuals in previous years. The total amount being requested is \$15,325.

TOWN CLERK & BOARD OF CIVIL AUTHORITY FY'19 BUDGET REQUESTS

Nanette Rogers presented budget requests for the Town Clerk's office and the Board of Civil Authority. Nanette is requesting an increase in the Town Clerk's budget for salaries, membership dues and travel. The request is \$2,680 higher than the current budget.

The budget request for the Board of Civil Authority is \$1,320 higher than the current budget due to more elections occurring in FY'19. Election costs include programming of the voting machine and printing ballots for each election.

TREASURER FY'19 BUDGET REQUEST

This was tabled until the next meeting.

DRAFT OUTDOOR FIRE SAFETY ORDINANCE

Dennis Angiono, Fire Warden for the Town of Westford, was present to discuss Fire Ordinance draft. The Town's attorney provided a marked up version of the first draft created by Dennis and Nanette. Dennis is concerned with violators having a clean slate if the property owner does not have a subsequent violation within a 12 month period. He feels property owners will be more apt to follow the ordinance if the time frame was longer. The Board and Dennis agreed to ask for the time frame to be changed to 24 months pending approval of the Town's attorney.

POSTING TOWN PROPERTY ABUTTING SCHOOL PROPERTY PROHIBITING HUNTING AND TRAPPING

Per the agreement with the School District, the Town will post the two lots conveyed from the School to the Town in June 2017 for no hunting or trapping. Nanette provided a quote for 100 signs. The quote ranged from \$0.72 each to \$14.50 each depending on the material used. The signs need to be specially made because the generic signs available for purchase all state "private property." Allison would like to get another quote.

The Board asked the Conservation Commission if the Town purchases the materials if Commission members could post the property. Sarah and Joel stated they could.

REQUEST TO USE TOWN BRIDGES FOR ASSESSMENT TRAINING

Konrad Stawicki, commander of the Bravo Company Engineers in the Vermont National Guard, was present to discuss a request for soldiers to use the bridge and covered bridge on Cambridge Road for training. The soldiers would assess the bridges and roads in order to classify them for the mobility of troops. The soldiers would park at the town garage and walk to the site. If approved, the training exercise would occur on October 21st. The Board approved the request and asked that Konrad post something on Front Porch Forum to alert residents of the training.

QUIT CLAIM DEED FOR GLEBE LEASE

A resident on Huntley Road is selling his property. During the title search, it was discovered that his property referred to a glebe lease therefore the attorney is asking for the Town to Quit Claim any rights it still may have. The Town's attorney has looked at the deed and approved the Town signing it.

Casey Mathieu made a motion to approve the Quit Claim Deed with regard to glebe rights for 313 Huntley Road per the Town attorney's opinion, seconded by Dave Tilton. Motion passed: 3-0.

MINUTES

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

CULVERT ON OLD STAGE ROAD

Karen Munson was not present. John Roberts advised that he looked at the culvert and feels it could be lowered approximately 10 inches. He feels this would probably relieve the water issue.

Dave Gauthier stated that limbs cut from trees were and were left on the land. It appears that swamp grass has grown in around the limbs. He feels that if the limbs were removed it would relieve the water.

Dave Tilton would like to try removing the limbs before lowering the culvert. He expressed concern regarding the removal of the limbs relieving the water, which could be considered draining a wetland. Dave will contact a wetland specialist.

ROAD SCHEDULE

Allison Hope made a motion to approve the October 2, 2017 through October 14, 2017 Road Schedule, seconded by Dave Tilton. Motion passed: 3-0.

STATUS OF DITCHING PROJECTS & CLOSING GRANTS

John met with Linda Blasch from the Better Roads program to conduct site visits for Brookside Road, Woods Hollow Road and Osgood Hill Road. Some of the ditching needs additional work done to it. Linda will conduct a follow up site visit when the work is complete.

ROAD CREW UNIFORMS – FOLLOW UP

John is in the process of getting uniforms for the road crew.

CULVERT ON OLD STAGE ROAD - KAREN MUNSON

Karen Munson arrived. The Selectboard advised Karen of their earlier discussion and the need to contact a wetland specialist to determine if there is a wetland there.

FY'18 HIGHWAY BUDGET

The Board and Greg reviewed the FY'18 budget. Greg advised that several credits have been applied to the highway budget due to items being returned.

ACCOUNTS PAYABLE & PAYROLL WARRANTS

The Board approved the accounts payable and payroll warrants.

FRONT PORCH FORUM FUNDING REQUEST

Nanette asked the Selectboard if the Town could donate money to the Front Porch Forum. The FPF is doing a fundraising drive. The Town has donated to FPF for the past couple of years.

Allison Hope made a motion to donate \$250.00 to the Front Porch Forum, seconded by Dave Tilton. Motion passed: 3-0.

CORRESPONDENCE

There was no correspondence to discuss.

EXECUTIVE SESSION

Casey Mathieu made a motion to enter Executive Session at 8:30 p.m. to discuss a personnel matter, seconded by Allison Hope. Motion passed: 3-0. People in attendance were Casey

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Mathieu, Allison Hope, Dave Tilton, Nanette Rogers and Brent Meacham (not present the entire session). The Board exited Executive Session at 9:05 p.m.

ADJOURN

The meeting adjourned at 9:05 p.m.

Respectfully Submitted,

Casey Mathieu, Chair
Selectboard

Nanette Rogers
Town Administrator

TOWN OF WESTFORD
SELECTBOARD MEETING
GUEST LIST

Date: October 12, 2017

Name (please print)

Address

Konrad Stawicki

221 Covey Rd

Dave Lavelle

138 Old #11 Rd

Dave Hawthorn

180 Hunter Rd

Sarah Pinto

111 Madra Hill

DENNIS ANGIÓNO

14 GREENWOOD LANE

Del Fay

1729 Rt 128