# SELECTBOARD MEETING June 13, 2017

Casey Mathieu Present:

Brent Meacham **Greg Barrows** Dave Tilton Allison Weinhagen Nanette Rogers

Guests: None

The meeting was called to order at 7:30 p.m.

### CHANGES TO AGENDA

The following changes were made to the agenda: deleted the discussion of comments and review the map received from the Planning Commission and Conservation Commission with regard to the transfer of the school property, added purchase of a town truck and Excess Weight permits to the Road Foreman section, and added correspondence from Ted Pelkey.

#### **PUBLIC COMMENT**

There was no public comment.

#### **MINUTES**

Dave Tilton made a motion to approve the May 24, 2017 minutes as written, seconded by Allison Weinhagen. Motion passed: 2-0; Casey abstained.

Dave Tilton made a motion to approve the June 1, 2017 minutes as amended, seconded by Allison Weinhagen. Motion passed: 3-0.

## APPOINTMENT TO CCRPC CLEAN WATER ADVISORY COMMITTEE

Casey Mathieu made a motion to appoint Marilyn Thomas as Westford's representative to the Chittenden County Regional Planning Commission Clean Water Advisory Committee, seconded by Dave Tilton. Motion passed: 3-0.

### APPOINTMENT TO CCRPC PLANNING ADVISORY COMMITTEE

Casey Mathieu made a motion to appoint Melissa Manka as Westford's representative to the Chittenden County Regional Planning Commission Planning Advisory Committee, seconded by Dave Tilton. Motion passed: 3-0.

#### DOG WARDEN

Dave has advised that he does not want to fill the position of Dog Warden. Nanette advised that a resident recently contacted the office about the position. Casey will follow up with the resident.

#### ROAD FOREMAN

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

Allison asked Brent if he would be removing the berm on the sides of the bridge on Woods Hollow Road when the ditching will be done because the berm is getting tall. Brent advised that the Road Crew will be getting to it.

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### **NEW TOWN TRUCK PURCHASE**

The FY'18 budget includes funds to purchase a new truck to replace the 2000 International. Brent received a quote on a pre-ordered 2018 Western Star in the amount of \$173,502.44. It was noted that the extended warranty was not included in the quote and it should have been. Brent is seeking approval from the Selectboard to purchase the truck in FY'18 so the body, plow, sander, etc. can be installed before delivery. The truck won't be ready until after August 1st.

Dave Tilton made a motion to approve the acquisition of a 2018 Western Star single axle truck for \$173,502.44, plus the extended warranty, with said truck to be purchased after July 1, 2017, seconded by Casey Mathieu. Motion passed: 3-0.

### **EXCESS WEIGHT PERMITS**

The Vice-chair signed excess weight permits for Rox Asphalt, Sheila Spaulding and Saxon Oaks.

### **FY'17 BUDGET STATUS REPORT**

The Board and Greg reviewed the FY'17 budget. The reports provided to the Selectboard included expenses through June 12<sup>th</sup>. The administration budget will be tight. The highway budget is slightly over budget however it was noted that FEMA funds for at least one of the Seymour Road bridge grants should be received before the end of June.

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

The Board approved the accounts payable and payroll warrants.

#### ANNUAL INTERNAL FINANCIAL CONTROLS CHECKLIST

Greg reviewed the annual internal financial controls checklist provided to the Selectboard.

### **CORRESPONDENCE**

Casey advised of a phone call he had from Ted Pelkey. Ted began the process of trying to develop his property approximately 8 years ago. Based on several factors, Ted had to begin the process again. He received and appealed the decision of the Development Review Board. The appeal went to mediation in January. The zoning regulations have changed since his application. At mediation an agreement was reached of a checklist of items Ted needed to do to build a facility and that the Zoning Administrator could sign off on the application for the facility providing he doesn't change the use. Since then, Ted has come in to file the mylar which needs to be signed by the Judge. The Zoning Administrator referred Ted to the Development Review Board for the facility because she was not aware of the agreement. Casey has contacted the Town's attorney to clear up the misunderstanding so Ted can proceed as agreed upon at the mediation.

#### **ADJOURN**

The meeting adjourned at 8:49 p.m.

Respectfully Submitted,

Casey Mathieu, Chair Selectboard

Nanette Rogers Town Administrator