

TOWN MEETING ACCOMMODATION REQUEST

The Town Office received a request from a resident seeking an accommodation under the Americans with Disabilities Act (ADA). The person has a hearing impairment and would like an assistive listening device (ALD) made available at Town Meeting so she can participate. The resident assisted the Town Office with finding a system that would work for her and others with similar impairments. The system is an FM transmitter system which an individual can use with ear speakers or a neck loop. The cost of the system is approximately \$1,500 and would provide equipment for up to four users. Nanette has been unsuccessful in finding a place where a system could be rented instead of purchased.

Allison Hope made a motion to purchase the FM transmitter system as quoted by Audio Visual Environments, seconded by Dave Tilton. Motion passed: 3-0.

CERTIFICATE OF HIGHWAY MILEAGE

The Board signed the highway mileage certificate. The Class 3 mileage was reduced by 0.05 based on the survey of Common Road.

QUOTES FOR STONEWALL WORK

Melissa Manka provided the Selectboard with two quotes for work to be done to the stonewall on what was formerly the Jackson Farm. The work involves opening the wall for pedestrian access to the Town Forest from Brookside Road. Charley MacMartin of Queen City Soil & Stone provided a quote of \$2,988. Jamie Masefield of Masefield Dry Stone Masonry provided a quote of \$800. Both individuals are masonry certified. The Highway Department will install the path from Brookside Road to the opening at an estimated cost of \$600 for gravel and a culvert. The cost of the project will be paid out of the funds the Vermont Land Trust received in excess of JFFP donations and are being transferred to the Town. The funds are restricted to property management expenses.

Allison Hope made a motion to approve the quote submitted by Jamie Masefield, seconded by Dave Tilton. Motion passed: 3-0.

MEMORANDUM OF UNDERSTANDING FOR TOWN FOREST

The Vermont Land Trust's (VLT) Jackson Farm & Forest Project (JFFP) fundraising efforts exceeded the amount necessary to purchase the Town Forest property by approximately \$6,200. VLT is offering the funds to the town on the condition that the money be used for Town Forest planning and management. VLT requires a Memorandum of Understanding (MOU) to be entered into before releasing the funds. A draft of the MOU was provided for the Board's consideration.

Allison Hope made a motion to approve the Memorandum of Understanding as drafted between the Town of Westford and the Vermont Land Trust for the acceptance and use of funds for the Town Forest, seconded by Dave Tilton. Motion passed: 3-0.

ROAD SCHEDULE

Allison Hope made a motion to approve the January 26, 2018 through February 8, 2018 Road Schedule, seconded by Dave Tilton. Motion passed: 3-0.

John advised that the Road Crew is going to be cutting brush and trees and would like to rent a chipper to clear up the debris. The Town has budgeted funds for the purchase of a chipper in the FY'19 budget. The Board discussed the possibility of renting to own with the purchase

taking place after July 1st. It was suggested that since funds from the Equipment Reserve Fund and the FY'19 budget are being used to purchase the chipper, that the Town go ahead and buy the equipment now and reimburse the Reserve Fund after July 1st. The Selectboard would like Greg to contact the auditors to see if this is permissible. It was noted that if the auditors give their approval, the Town should wait until the budget is approved by the voters before making the purchase.

UNIFORMS/CLOTHING ALLOWANCE

John advised that customer service provided by UniFirst, the company that provides uniforms to the road crew, has been extremely poor. The crew has been without uniforms since November. He has called several times to no avail. Also, the company has failed to bill at a discounted rate John obtained through NJPA, a national pricing program, and has not credited for uniforms returned by a former employee. John eventually contacted the corporate office and a regional sales person come on site. A person at the corporate office advised that the Town has good grounds to terminate the contract.

John requested that the Town go back to providing the Road Crew a clothing allowance. He suggested \$500/person per year. This amount is less than what is budgeted, less than what UniFirst is charging and it allows employees to purchase safety boots/shoes. Purchases would be made on the Highway Department's credit card or reimbursed to the employee after receipts are submitted.

Allison Hope made a motion to approve a \$500 annual clothing allowance for members of the Road Crew for the purchase of work clothing and foot wear, seconded by Dave Tilton. Motion passed: 3-0.

EXCESS WEIGHT PERMITS

The Chair signed excess weight permits for J. Hutchins, Inc. and Hinesburg Sand & Gravel.

ACCOUNTS PAYABLE & PAYROLL WARRANTS

The Board approved the accounts payable and payroll warrants.

CORRESPONDENCE

Allison received a message from Sarah Pinto, a member of the Conservation Commission. Sarah is seeking permission to have forestry work done on the Town's property by the contractor who is currently doing forestry work on the Hallers' property. The forestry work on the Town's property is planned for but would be done sooner than expected. Sarah felt it made sense to piggy back the jobs to reduce the cost of having to bring in and set up the equipment again at a later date.

Allison Hope made a motion to authorize the forestry work on the Town's property abutting the Hallers property, seconded by Dave Tilton. Motion passed: 3-0.

CAPITAL BUDGET & PUBLIC HEARING

There was no public comment on the Capital Budget.

Allison Hope made a motion to approve the FY'19 through FY'23 Capital Budget as presented, seconded by Dave Tilton. Motion passed: 3-0.

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ADJOURN

The meeting adjourned at 8:11 p.m.

Respectfully Submitted,

Casey Mathieu, Chair
Selectboard

Nanette Rogers
Town Administrator