

CLASS 4 ROAD ORDINANCE

The Board discussed the Town attorney's opinion regarding the Class 4 Road Ordinance. The attorney states that many parts of the Ordinance are inaccurate and incomplete. It was noted that the Ordinance was not vetted by the Town's attorney prior to adoption. Under the Ordinance, the Town is going above and beyond what Statute requires for maintenance of Class 4 roads. The Ordinance distinguishes different classes of Class 4 roads, A and B, whereas Statute does not. This does not give the Town much discretion when performing maintenance.

Allison feels it would be more appropriate to follow State Statute on how the Town will maintain Class 4 roads. By doing so, the Town will have more discretion on what and how the maintenance is done. One change the attorney recommends is to remove the local distinction of Class 4 roads so the Town can then make decisions based on the resources it has to do what is needed on Class 4 roads. It was noted that the Town could include practices in a policy rather than an Ordinance. Grant and Julia agree.

The town attorney will be asked to amend the Ordinance based on his recommendations and provide a draft to the Selectboard for review.

RULES OF PROCEDURE

The revised draft was reviewed. Two minor changes were made.

Julia Andrews made a motion to adopt the Rules of Procedure with the changes, seconded by Grant Thomas. Motion passed: 3-0.

The Selectboard Rules of Procedure will be sent to various town boards and committees to encourage them to adopt their own policy.

CONFLICT OF INTEREST POLICY

VLCT's model policy was forwarded to Board members. With the exception of inserting the Town's name where indicated, there were no changes. Grant noted that the policy should be reviewed annually by the Selectboard within 30 days of the organizational meeting. For the record, Allison disclosed that she is the treasurer for the Library Trustees. She does not sign checks but does sign off on invoices after the librarian has approved them.

Grant Thomas made a motion to adopt the Conflict of Interest Policy with the insertion of the Town's name, seconded by Julia Andrews. Motion passed: 3-0.

REQUEST TO PURCHASE KENNEL (DOG HOUSE)

The dog house the Dog Warden received approval to purchase is no longer available. He provided two options ranging in price from \$155 to \$180.

Grant Thomas made a motion to increase the amount previously approved by the Board from \$175 to \$250, seconded by Julia Andrews. Motion passed: 3-0.

TOWN FOREST COMMITTEE APPOINTMENTS

The Planning Commission and Conservation Commission requested that a Town Forest Committee be established. The commissions forwarded four names to get the committee started: Marilyn Thomas (Conservation Commission), Tom Schmidt (Rec Committee), Kurt Sherman (Westford School) and Koi Boynton (Planning Commission). Ethan Tapper

(Chittenden County Forester), Melissa Manka (Planning Coordinator), Bob Heiser (Vermont Land Trust) and Cara Montgomery (Vermont Land Trust) will be advisors.

Julia Andrews made a motion to establish a Town Forest Committee and to appoint Marilyn Thomas, Tom Schmidt, Kurt Sherman and Koi Boynton as committee members, seconded by Grant Thomas. Motion passed: 3-0.

It was noted that the committee should consist of an odd number of committee members. It was suggested that Ned Meehan be contacted to see if he would like to serve on the committee.

DRAFT REQUEST FOR MOWING QUOTES

Nanette provided a draft request for quotes for mowing. The request includes maintenance of the perennial flower bed at the town office and the smaller trees on the common. These tasks have not been part of the project however town office staff are unable to fit maintenance into their schedules. The Board feels that office staff should not be maintaining the landscape so these tasks will be included in the request as drafted. Quotes will be reviewed at the next Selectboard meeting.

ACCOUNTS PAYABLE & PAYROLL WARRANTS

The Board approved the accounts payable and payroll warrants.

CORRESPONDENCE

There was no correspondence.

EXCESS WEIGHT PERMITS

The Chair signed excess weight permits for All Metals Recycling, Curtis Lumber, J.A. Bedell Excavating, John G. French & Sons Trucking, Structural Wood Corp., N.A. Manosh, Fresh Water Haulers, Robert Young, Cain Transport, DJ's Tree Service & Logging, Ronnie Wells, Bevins & Son, Dale Percy, Reggie Smith & Son Trucking & Excavating, Jack F. Corse, S.D. Ireland Concrete, Weston Pulpwood Sales, Moe DuBois Excavating, Huntington Homes, R & J Trucking, Sticks & Stuff, Demag Riggers & Crane Service, Essex Equipment, Bourne's Energy and OnSite Septic Solutions.

ADJOURN

The meeting adjourned at 7:55 p.m.

Respectfully Submitted,

Allison Hope, Chair
Selectboard

Nanette Rogers
Town Administrator

TOWN OF WESTFORD
SELECTBOARD MEETING
GUEST LIST

Date: March 22, 2018

Name (please print)

Address

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