

SELECTBOARD MEETING
April 12, 2018

Present: Allison Hope
 Julia Andrews
 Greg Barrows

John Roberts
Nanette Rogers

Guests: See attached list

The meeting was called to order at 7:01 p.m.

CHANGES TO AGENDA

The following change was made to the agenda: removed review draft task list and added meeting schedule to the Discussion section.

PUBLIC COMMENT

Dave Gauthier requested the Town address a wet spot (spring) on Huntley Road that is half way down the hill. He has asked several times in the past to have it fixed. John advised that the Town is working on all roads with regard to requirements that the State has implemented. The Regional Planning Commission has placed Huntley Road as a high priority. John assumes that within the next year that section of road will be done.

MINUTES

Julia Andrews made a motion to approve the March 22, 2018 minutes as amended, seconded by Allison Hope. Motion passed: 2-0.

ROAD SCHEDULE

Julia Andrews made a motion to approve the March 23, 2018 through April 12, 2018 Road Schedule, seconded Allison Hope. Motion passed: 2-0.

- The town has purchased the chipper and has been chipping trees on Plains Road.
- Roads are being graded and pot holes are being fixed.
- John is researching if a solar array can be put at the town garage to offset the costs of all the town buildings. He is working with John Doty to see if there are any grants available for the project.
- Three of the grants are ready to be closed out.

FIRE ALARM QUOTES

The Town and Fire Department received three quotes for an alarm system.

\$8,950.00	Northeastern Security
\$13,148.21	Safety Systems of Vermont
\$13,995.49	Summit Fire & Security

The Road Foreman and Fire Department feel Safety Systems of Vermont would be the best choice. The company has systems in many of the school in the area and their quote is more complete. It was noted that \$15,000 was budgeted for this project.

Julia Andrews made a motion to accept the quote submitted by Safety Systems of Vermont, seconded by Allison Hope. Motion passed: 2-0.

Allison Hope made a motion to remit a payment to Safety Systems of Vermont equal to 25% of the price quoted, seconded by Julia Andrews. Motion passed: 2-0.

TAKE AWAY OF SELECTBOARD INSTITUTE

Julia attended a Selectboard Institute workshop recently put on by the Vermont League of Cities and Towns. She found the workshop to be very informative and helpful.

QUOTES FOR NO HUNTING SIGNS (town property abutting school property)

Joel Fay provided a second quote from Fayz One Grafix for no hunting signs for the property conveyed from the School District to the Town. The vendor quoted two prices: \$4.05 each for heavy plastic signs and \$7.50 each for aluminum signs. The Board received a quote in October 2017 at a cost of \$14.50 each for Dibond material signs and \$0.72 each for gloss coated stock. The Board ruled out the gloss coated stock and heavy plastic because they didn't feel the signs would hold up very well.

Julia Andrews made a motion to accept the quote submitted by Fayz One Grafix for the aluminum signs, seconded by Allison Hope. Motion passed: 2-0.

CLASS 4 ROAD ORDINANCE

When the attorney was contacted after the last meeting to amend the Ordinance as he recommended, he advised that his ultimate recommendation was to repeal the Ordinance and move some of the items included in the Ordinance to the Winter Road Policy. Nanette asked the Board to clarify if the Town wants to amend or repeal the Ordinance. Allison stated that State Statute gives the Town the authority for maintaining Class 4 Roads and therefore the Board would like to repeal the Ordinance.

MOWING QUOTES

The Board received five quotes for mowing of Town properties. It was noted that Robert & Sons was awarded the contract for the past two years and there were no problems.

<u>Company</u>	<u>Mowing</u>	<u>Spring Cleanup</u>	<u>Perennial garden & trees</u>	<u>Grand Total</u>	<u>References</u>
Brandon Potter	\$25,200	Billed at \$180/hr	Billed at \$95/yd	\$25,200	No
MMT Lawncare	\$4,800	\$500	\$300	\$5,600	Yes
Robert & Sons Lawn Care	\$3,000	Included	Included	\$3,000	None
Totally Green Lawn Care	\$2,225	\$225	no charge	\$2,450	Yes
Tru Cuts Lawn Care	\$3,000	\$240	\$200	\$3,440	Yes

Allison Hope made a motion to award the mowing contract to Totally Green Lawn Care for the town properties, seconded by Julia Andrews. Motion passed: 2-0.

DRAFT MOBILE FOOD VENDOR ORDINANCE

The Planning Commission submitted to the Selectboard a draft Mobile Food Vendor Ordinance. The Selectboard would like to see a sample application, language included in the Ordinance requesting a copy of the vendor's catering license, expressed concerns with the affect this Ordinance may have on the Fourth of July event and Farmers' Market. One of two locations identified as a place for vendors to set up is in the town office parking lot. Concern was expressed with the parking lot being small and therefore would impact availability for

library patrons and people going to the town office. Safety concerns were also expressed about the location. The Board would like the town office location removed.

The Selectboard requested the ordinance be reviewed by the Town attorney if it has not already been reviewed.

SPRUCE TREE ON TOWN COMMON

The Tree Warden has advised that the spruce tree on the common is suffering from a fungal disease and will require two applications of fungicide. The cost will be approximately \$300. The Board approved the expense however requested the Town Common Committee pay for it from the Town Common funds.

PUBLIC HEARING FOR ZONING REGULATIONS

The Planning Commission submitted the revised Land Use & Development Regulations to the Selectboard. Per the Town's attorney opinion and under the advisement of the Planning Commission, an amendment was submitted for the Selectboard to make prior to scheduling the public hearing.

Allison Hope made a motion to amend Section 285.A (1) General Permit in the Flood Hazard Overlay district to include the following words in italics "...Activities covered by the General Permit are *subject to Administrative Officer review for compliance. The Administrative Officer shall retain documentation...*" Seconded by Julia Andrews. Motion passed: 2-0.

Allison Hope made a motion to hold a public hearing on May 10, 2018 for the proposed Westford Land Use & Development Regulations, seconded by Julia Andrews. Motion passed: 2-0.

AGREEMENT FOR PROFESSIONAL SERVICES – WASTEWATER FEASIBILITY STUDY

The Selectboard approved a short-term agreement for professional services being provided by Green Mountain Engineering in connection with the wastewater feasibility study and granted permission for Melissa Manka to execute the agreement.

ACCOUNTS PAYABLE & PAYROLL WARRANTS

The Board approved the accounts payable and payroll warrants.

UPCOMING MEETING SCHEDULE

The Board discussed attendance for meetings through June to ensure there will be a quorum due to the anticipated absence of one of the members.

CORRESPONDENCE

There was no correspondence.

EXCESS WEIGHT PERMITS

The Chair signed excess weight permits for Barrett Trucking, Rox Asphalt, North Country Construction, Alan Mossey & Sons Excavating, Limlaw Chipping & Land Clearing, L.W. Young Excavating, Don Weston Excavating, Gauthier Trucking, Camp Precast Concrete Products, J&M Transport LLC, Ormond Bushey & Sons, Casella Waste (All Cycle), Wayne's Construction, Premier Paving, Harrison Concrete Construction, Harrison Redi-Mix Corp, Dana H. Sweet Trucking, Ernest Krusch, G.W. Tatro Construction, Wayne R. Russin Excavating, David Gaudette, Craig Bushey Enterprises LLC and Lyman Excavating.

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ADJOURN

The meeting adjourned at 8:01 p.m.

Respectfully Submitted,

Allison Hope, Chair
Selectboard

Nanette Rogers
Town Administrator

