

SELECTBOARD MEETING
August 23, 2018

Present: Allison Hope
 Julia Andrews
 Grant Thomas

Nanette Rogers
Greg Barrows

Guests: See attached list

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

CHANGES TO AGENDA

The following changes were made to the agenda: Highway section - added access permit for Osgood Hill Road; Discussion section: added 2018 emergency dispatch services contract.

PUBLIC COMMENT

There was no public comment.

MINUTES

Grant Thomas made a motion to approve the July 26, 2018 minutes as amended, seconded by Julia Andrews. Motion passed: 3-0.

ROAD SCHEDULE

The Board reviewed the Road Schedule (see attached).

Julia Andrews made a motion to approve the July 26, 2018 through August 16, 2018 Road Schedule, seconded Grant Thomas. Motion passed: 3-0.

The Selectboard was notified of some work needed on the Schultz Trail due to a vehicle being driven on it recently. Grant has offered to use his equipment to do some of the work. The Town attorney will be contacted to see if there is a general waiver form that can be used. Boulders will be placed at the trail head to prevent people from driving vehicles on the Trail. The abutting property will be contacted to determine if another access will be required to enable him to access his property.

ACCESS PERMIT

An agricultural access permit was submitted by Don Pouliot for Osgood Hill Road. Nanette advised that Don and John have discussed the application however John did not sign off on the application before he went on vacation.

Julia Andrews made a motion to authorize Allison Hope to sign the permit pending approval by the Road Foreman. Grant amended the motion to authorize Allison Hope to bypass the Road Foreman's approval if there is an economic hardship to the applicant requiring approval sooner, seconded Julia Andrews. Motion passed: 3-0.

ROAD CREW JOB DESCRIPTIONS

Grant made a few suggestions/comments on the draft job descriptions, such as including a periodic requirement for passing a physical and drug test and weights for lifting expectations. It was noted that Westford participates in random drug testing as required by law.

QUITCLAIM DEED FOR TOWN OWNED LAND SOUTH OF COMMON ROAD

The Town attorney provided a draft deed to convey property located south Common Road to Bernard and Sheryl Fleury.

Julia Andrews made a motion to authorize Allison Hope to approve and execute the Quitclaim Deed from the Town to Bernard and Sheryl Fleury, conveying the Town's land and any other interest the Town may have in and to the land, lying between the Fleurys' house and property and the right-of-way for Common Road, subject to input from the Town Attorney, seconded by Grant Thomas. Motion passed: 3-0.

VCRD COMMUNITY VISIT PROGRAM

Julia provided a summary of a meeting held with various town officials and Paul Costello of the Vermont Council on Rural Development (VCRD). The meeting was to introduce the Community Visit Program and what it offers. The program is community led with council from the VCRD to create a plan with priorities and create momentum toward achieving those priorities. A diverse representation from community members is encouraged. The program opens up various resources for funding. The end product is based solely on community input not VCRD. There is no fee charged to the Town for this service. The Town needs to submit a letter to VCRD if it is interested in pursuing the opportunity. Allison is interested in knowing how this project will interact with the Town Plan and wants the Town to share information ahead of time for what projects are already in the work and/or being discussed.

Julia Andrews made a motion to approve inviting the VCRD to have a community visit with the Town of Westford, seconded by Grant Thomas. Motion passed: 3-0.

REQUEST TO USE TOWN COMMON

A request was received to use the Town Common on September 28th for two to three hours in the early evening. The Town Common Committee has vetted the request and is fine with approving providing the Town Common Use Policy.

There is no waiver form currently being used for these types of activities. Allison will contact the Town attorney for a generic form.

Julia Andres made a motion to approve the request contingent on a waiver form being signed, a portalet being supplied and that no alcohol be served or consumed on the Common, seconded by Grant Thomas. Motion passed: 3-0.

GOODRICH TRAIL

This is a follow up conversation regarding a request from Douglas Edwards to use the Goodrich Trail to access his property for logging purposes. Allison stated that based on her conversation with the Planning Coordinator, crossing the trail is the simplest route to take. If improvements need to be made to the trail, other items such as an engineered plan, performance bond and legal agreements, must be put in place. Mr. Edwards will also need to contact the State regarding wetlands and/or waterways. Mr. Edwards needs to use approximately 50 feet of the trail to access his property from the Underhill town line unless he can find another way.

Benjamin Bornstein (participating via phone) recommended the Selectboard review the Stipulation filed in 2001 and 2003 as a result of a court case over the reclassification of the trail.

The Selectboard will review the Stipulation. A site visit will be scheduled within the next two weeks to walk the trail and see what Mr. Edwards needs for access and/or crossings.

FY'19 EMERGENCY COMMUNICATIONS & DISPATCH SERVICES CONTRACT

Nanette advised that the FY'19 with the St. Albans Police Dept. for dispatching services did not include several of the changes made in the FY'18 contract. The changes have been made in the contract to be signed.

Grant Thomas made a motion to approve the contract for emergency communications and dispatch services provided by the City of St. Albans as amended, seconded by Julia Andrews. Motion passed: 3-0.

TASK LIST

This item was tabled.

INQUIRY ABOUT PURCHASING 14.9 ACRE TOWN OWNED LAND

Gordon Ritchie was present. Allison explained that the Town asked the Planning Coordinator if there is any reason for the Town to maintain ownership of the lot. There is a 3 phase power line that ends in that area therefore solar options are being looked at.

The Town will send letters to abutters to determine if there is interest by others in purchasing the lot.

CORRESPONDENCE

Grant advised that he and the Fire Warden, Dennis Angiono, are going to reconnect after Labor Day.

Grant advised that the Milton Highway Dept. had no knowledge of a survey being done on Rollin Irish Road with regard to setting the speed limit.

ACCOUNTS PAYABLE & PAYROLL WARRANTS

The Board approved the accounts payable and payroll warrants.

ADJOURN

The meeting adjourned at 9:09 p.m.

Respectfully Submitted,

Allison Hope, Chair
Selectboard

Nanette Rogers
Town Administrator

TOWN OF WESTFORD
SELECTBOARD MEETING
GUEST LIST

Date: August 23, 2018

Name (please print)

Address

Douglas Edwards

310 St Pierre RD Enosburgh vt 05450

Andros Ritchie

11 Martel Lane Westford

Dave Lavelle

11 Rd

Benjamin Bernstein

via phone

TOWN OF WESTFORD HIGHWAY DEPT.
ROAD SCHEDULE
July 26, 2018 – Aug 16, 2018

Work to be done

- Grant work on Old # 11 Rd.
- Make repairs to Covey Rd.
- Continue hauling in winter sand.
- Haul in Gravel for the roads.
- Replace several signs.

Work completed

- Graded Cambridge Rd., 2 sections of Woods Hollow Rd., Machia Hill Rd., Covey Rd., A section of Plains Rd., Osgood Hill, So. End of Brookside Rd., Rollin Irish Rd.
- Cut and removed 2 hung up trees on #11 Rd.,
- Completed +/- 75% of the grant work on Old # 11 Rd,
- Hauled in gravel for the roads.
- Lawn mowing and weed whacking several times.
- Waiting on pricing for window replacement at the garage.
- Fixed washouts on several roads due to heavy rains.

Approved at the 8/23/18 Selectboard Meeting.