

SELECTBOARD MEETING
September 27, 2018

Present: 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: added Rec Coordinator resignation to the Discussion section.

PUBLIC COMMENT

There was no public comment.

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION

Charlie Baker was present from the CCRPC to review the CCRPC's annual report to be included in the Westford Annual Town Report. Items discussed included the Municipal Road General Permit grants, regional dispatch status and services offered to towns such as traffic counts.

MINUTES

Grant Thomas made a motion to approve the September 13, 2018 minutes as amended, seconded by Julia Andrews. Motion passed: 2-0.

ROAD SCHEDULE

The Board reviewed the Road Schedule (see attached).

Grant Thomas made a motion to approve the September 14, 2018 through September 27, 2018 Road Schedule, seconded Julia Andrews. Motion passed: 2-0.

ROAD CREW JOB DESCRIPTIONS

No further changes were made to the road crew job description.

Grant Thomas made a motion to approve the road crew job description as revised, seconded by Julia Andrews. Motion passed: 2-0.

RECREATION COMMITTEE RESIGNATION

Grant Thomas made a motion to accept a resignation submitted by Nancy Volkens for the Rec Committee, seconded by Julia Andrews. Motion passed: 2-0.

RECREATION COORDINATOR RESIGNATION

Grant Thomas made a motion to accept a resignation submitted by Thomas Schmidt as Rec Coordinator, seconded by Julia Andrews. Motion passed: 2-0.

DEVELOPMENT REVIEW BOARD (DRB) APPOINTMENT

After conducting interviews, the DRB recommended to the Selectboard that Keith Simpson be appointed to the DRB to fill a vacancy.

Grant Thomas made a motion to appoint Keith Simpson to the DRB, seconded by Julia Andrews. Motion passed: 2-0.

PLANNING COORDINATOR COMPUTER

Based on the replacement schedule, the Planning Coordinator's computer is being replaced this fiscal year. Nanette obtained two quotes (\$1,924.60 and \$1,625.98) from Vermont Connections, the Town's IT provider which are both more than what was budgeted. The difference between the quotes is the RAM and hard drive capacity. The cost to increase the RAM in the future would be approximately \$100.

Grant Thomas made a motion to accept the quote of \$1,625.98 and add on the extra RAM at a cost of \$100, seconded by Julia Andrews. Motion passed: 2-0.

TASK LIST

Assistive Listening Devices (ALD) – Julia received a quote from Advanced Music system of approximately \$1,200. The company requested more information to provide a more accurate quote.

Fire Ordinance – Grant met with the Fire Warden to discuss the draft ordinance. Grant will contact the Fire Chief for his comments.

CORRESPONDENCE

The Westford Town Forest Committee is requesting that the Selectboard discuss hunting in the Maple Shade Town Forest. The Selectboard will schedule this item for an upcoming meeting. Dick Lavallee stated that during the process of receiving voter approval to purchase the property, residents were told that hunting would be allowed.

Fairfax Rescue submitted a letter regarding the findings of a recent review of their accounting and disbursement practices.

Jeff Theis from Vermont League of Cities and Towns (VLCT) provided the Selectboard with regulations for clothing safety standards for members of the road crew.

ACCOUNTS PAYABLE & PAYROLL WARRANTS

The Board approved the accounts payable and payroll warrants.

EXECUTIVE SESSION

Grant Thomas made a motion to Enter Executive Session at 7:55 p.m. to discuss pending litigation, seconded by Julia Andrews. Motion passed: s-0. People in attendance were Julia Andrews, Grant Thomas and Nanette Rogers. The Board exited Executive Session at 8:11.

Grant Thomas made a motion to request the Town be copied on all court submissions regarding the appeal filed by Holly Bartlett of a DRB decision, provided there is no cost to the Town, seconded by Julia Andrews. Motion passed: 2-0.

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ADJOURN

The meeting adjourned at 8:12 p.m.

Respectfully Submitted,

Julia Andrews, Vice Chair
Selectboard

Nanette Rogers
Town Administrator

TOWN OF WESTFORD HIGHWAY DEPT.
ROAD SCHEDULE
Sept. 14, 2018 – Sept. 27, 2018

Work to be done

- Start the grant work on Rubaud Rd.
- Make repairs to a section of Manley Rd.
- Continue hauling in winter sand.
- Haul in Gravel for the roads.
- Grade the remainder of Woods Hollow Rd., a section of Brookside Rd., and Osgood Hill.

Work completed

- Graded North and South end of Woods Hollow Rd., Phelps Rd.,
- Made repairs to the top of Covey Rd.
- Hauled in winter sand.
- Hauled in gravel for the roads.
- Meeting on Goodrich trail with Doug Edwards.
- Checked all roads after the storms on the 21st, We cleared branches off the roads and cut a few downed trees.
- Fixed washouts from 9/26 rain storms.
- Cleaned the stone off the intersection of Brookside and Rt. 128 and the sharp corner on 128.
- Lawn mowing and weed whacking.
- Repairs to the 2014 Western Star.

Approved at the 9/27/18 Selectboard Meeting.

TOWN OF WESTFORD
SELECTBOARD MEETING
GUEST LIST

Date: September 27, 2018

Name (please print)

Address

Richard Lavallee

11 Road

Dave Laugllre

11 Rd

CHARLIE BAKER

CCRPC