

SELECTBOARD MEETING
January 24, 2019

Present: Allison Hope
 Julia Andrews
 Grant Thomas

Nanette Rogers
Greg Barrows

Guests: See attached list

The meeting was called to order at 7:02 p.m.

CHANGES TO AGENDA

The following changes were made to the agenda: Removed Excess Weight Permits from the Highway Section.

PUBLIC COMMENT

Dick Lavalley requested the minutes from the previous meeting be amended to reflect more information under the budget presentation, including Greg's explanation of the deficit and comments made by the public.

Barb Peck reiterated Dick's request with regard to the changes to the minutes. She also requested that Allison correct a comment made at the previous meeting where Barb was said to have served on the Financial Oversight Committee, which she did not. Allison stated for the record that she misspoke and that Barb Peck did not serve on the Financial Oversight Committee but did serve on the Treasurer Committee.

Dick Lavalley inquired about the Contingency Fund. He had requested information on the fund however he questions the information provided. Greg provided an accounting of the Contingency Fund since its inception in FY2015. The account had an ending balance of \$85,002.92 as of 1/23/19 (see attached spreadsheet).

UPDATE ON HIRING A ROAD CREW MEMBER

Grant, Nanette, John and Casey Mathieu interviewed an applicant on January 23. The interview went very well and the committee will be making a recommendation to the Selectboard.

CERTIFICATE OF HIGHWAY MILEAGE

Nanette verified that the information on the Certificate of Highway Mileage is correct. The Board signed the certificate.

MINUTES

This item was tabled to the next meeting so changes could be made to the minutes.

TAXPAYER WASTE REIMBURSEMENT DRAFT POLICY

Grant drafted a policy for the Selectboard to consider with regard to residents being reimbursed for costs when they need to dispose of household trash due to when a contractor under performs. The policy lists reasons why a resident can seek reimbursement. It was noted that residents must still adhere to the certain conditions, such as having their trash out

by an identified time, which is currently 6am. The policy as written does not cover private roads.

Allison made suggested changes to simplify language and would like to remove definitions and some other items that she feels are not necessary. Julia noted that all property owners pay taxes and therefore should be treated the same regardless if they are on a town maintained road or a private road. She also had concerns on who would determine the safety of a road. Allison will provide Grant with suggested edits.

FIRE ORDINANCE DRAFT ORDINANCE

Grant drafted a Fire Ordinance based on conversations he had with the Fire Warden, Dennis Angiono, and the Fire Chief, Steve Willard. Allison feels that the draft ordinance is duplicative of State Statute. She feels the policy should reference State Statute. If an ordinance includes specifics that are outlined in Statute, then when the Statute changes, the ordinance needs to be changed.

Dennis Angiono explained that he looked at several towns to come up with something that reflects what other towns are doing. Items that Dennis would like to be included in the ordinance is the size of a campfire, permits will be required all year and for a person to be liable for the suppression cost if the Fire Department has to put out a fire. Other items included in the draft ordinance are things more appropriate for a Frequently Asked Questions (FAQ) document rather than an ordinance. Dennis agreed to write the FAQ. Julia and Allison will meet to work on a rewrite of the draft.

CORRESPONDENCE

Allison has changes she would like made to the Myers letter drafted by Grant. She will recirculate the letter after she's made those changes.

ACCOUNTS PAYABLE & PAYROLL WARRANTS

The Board approved the accounts payable and payroll warrants.

ADJOURN

The meeting adjourned at 8:35 p.m.

Respectfully Submitted,

Allison Hope, Chair
Selectboard

Nanette Rogers
Town Administrator

Town of Westford
 Analysis of Contingency Fund
 Inception to Date
 As of 01/23/2019

Fiscal Year
 FY15
 Fund Authorized and Setup

Activity \$0.00
 Balance as of 6/30/2015 \$0.00

FY16
 Selectboard approved transfer \$100,000.00
 Expense
 Library - Septic Issue (\$2,377.80)
 Balance 6/30/2016 \$97,622.20

FY17
 Selectboard transfer proceeds from
 sale of Jointly held property (School) \$40,500.00
 Expenses
 Library - Septic Issue (\$14,119.28)
 Adjust per Auditors - Reclass to General Fund \$1,500.00
 Town Garage - Roof, Pillars, etc. (loan to HWY) (\$35,386.87)
 Total Expense (\$48,006.15)
 FY 17 Total Activity (\$7,506.15)
 Balance 6/30/2017 \$90,116.05

FY18
 Selectboard authorized repayment of loan
 from Seymour funds \$35,386.87
 Expenses
 Selectboard authorized Transfer for
 Maple Shade Town Forest (\$40,500.00)
 Total Expense (\$40,500.00)
 FY 17 Total Activity (\$5,113.13)
 Balance 6/30/2018 \$85,002.92

FY19
 No Activity \$0.00
 Balance as of 1/23/2019 \$85,002.92

TOWN OF WESTFORD
SELECTBOARD MEETING
GUEST LIST

Date: January 24, 2019

Name (please print)

Address

Bill Cleary

56 Beaver Pond Rd.

Dick Hawalker

11

Thom Beck

1088 Rte 128 Westford VT

Dennis ANGIANO

14 Greenwood Lane