

SELECTBOARD MEETING
July 25, 2019

Present: Julia Andrews
 Bill Cleary
 John Roberts

Nanette Rogers
Greg Barrows
Callie Hamdy

Guests: See attached list

The meeting was called to order at 7:00 p.m.

CHANGES TO AGENDA

The changes to the Agenda were the correction of Minutes for Approval from July 12 to July 11, the addition of a Recreation Committee Appointment, Highway Equipment Borrowing Resolution, and the exclusion of the Executive Session.

PUBLIC COMMENT

There was no public comment.

MINUTES

Bill Cleary made a motion to accept the June 27, 2019 and July 11, 2019 minutes as written, Julia Andrews seconded. Motion passed 2-0.

HIGHWAY DEPARTMENT

The Road Foreman, John Roberts, went over the June 28, 2019 through July 25, 2019 Road Schedule (see attached).

Julia asked why, even though the Highway Department has sand leftover from last year, they are looking to bring in more. John replied that this was to make sure that they were at their full amount.

John also requested approval to purchase a new excavator. The new excavator is a John Deer 75. Bill made a motion to approve the purchase of the excavator, Julia seconded. Motion passed 2-0, Julia signed the paperwork. Greg asked if the excavator was going to be financed and requested a timeline on when the new excavator would be arriving, John confirmed it was sometime in the next week.

TOWN ROAD & BRIDGE STANDARDS

Bill requested a run down of what the standards were exactly. John explained that the Town Road & Bridge Standards are standards we follow. When we have a natural disaster like flooding or a wind storm, FEMA and the State bases their grant money on how well we follow these standards. Nanette mentioned that the town has previously been able to maximize what they receive from FEMA and the State.

Bill made a motion to approve the new Town Road & Bridge Standards, Julia seconded. Motion passed 2-0.

PLAINS ROAD EXTENSION

Julia could not recall if John Roberts had seen the legal opinion regarding the Plains Road Extension. Nanette explained that attorney opinions are not public record therefore John has not been furnished with a copy.

Bill Cleary explained that the Selectboard could authorize John to put down gravel on Plains Road Extension to access his property, however if that is done the town attorney should draft a Hold Harmless Agreement.

Julia Andrews explained that this is necessary since if things continue with the appeal it would ensure that the Town is not liable. Julia says she would be inclined to go forward if there was a motion. She asked John if this seemed reasonable. John replied if she saw the area where he intends to put down gravel she would wonder "what's the big deal?".

Julia says that she thinks the town would need an agreement with John to maintain the Class 4 Road regardless of the appeal.

Bill asked whose lawyers would draft the hold harmless. Nanette replied that this would be the town's attorney. Bill Cleary motioned for the town attorney to draft a hold harmless agreement and have John not drop gravel until after the agreement is in place. Julia Andrews seconded, motion passed 2-0.

RECYCLING AT ROVER'S NORTH

Mark Letorney was present to continue the discussion on recycling at his business, Rover's North. Following up from the discussion from last meeting, Bill Cleary explained that, after the last meeting where several members of Rover's North were present to discuss their displeasure, he contacted Myers to see if the Town could come up with a solution. Joe Sinagra from Myers explained in his opinion, Rover's North produced 9 yards of recycling previously and they now produce 20 yards. Joe wondered where the change came from. A dumpster that would service that amount of recycling would cost \$250 a month. Bill asked Joe if there was anything the Town could do to help better this situation since Rover's North is a resident owned business and the owner, Mark Letorney, is on a Town board and has done a lot for the Town. Joe said Myers is willing to drop the price of the dumpster to \$65 a month.

Julia Andrews explained that the Town has been paying for Rover's North's extra recycling since January and said that they would pay the July bill while a solution to the issue was found. That means that the Town has paid \$700 in unbudgeted funds for Rover's recycling. Part of her thinks that the Town has been reasonable.

Mark Letorney brought up that Rover's North doesn't need 20 yards of recycling. He is upset because this is the only service the Town provides for Rover's North. Bill asked how much longer the Town has a contract with Myers. Nanette replied that the contract expires June 2020. Julia brought up that this means another \$828 of unbudgeted funds for the Town.

Bill says he is not a big fan of confrontation and in his opinion the Board owes it to the town residents to keep the budget low. He asked if there is anything further Rover's could do regarding the recycling.

Mark reiterated that Rover's doesn't need 20 yards of recycling picked up each week. He mentioned that they do put out a lot of recycling because Rover's prefers to recycle when they can. Rover's goes further to their duty to recycle by accepting boxes and cardboard from residents to pack their products. Myers provided Rover's with an additional 10 yard dumpster, they do not have a receptacle that is an appropriate size for Rover's North and in addition they are charging the business and/or Town more per dumpster than Gauthier's would. Gauthier's has an appropriate receptacle for Rover's needs which keeps costs lower. Bill asked if CSWD would take any of the additional recycling from other properties for free.

Mark thinks the decision is simple. Either the Town provides the service for Rover's North or it does not. He is willing to go back to Gauthiers since it is cheaper than Myers. Mark says he feels like the previous Selectboard forgot Rover's North in its decision to use Myers.

Dave Lavalley was present and mentioned that in 2018 Calef called Myers for an extra dumpster, Julia confirmed that this was true.

Nanette asked the Board if they wanted to wait until they had a full Selectboard to make a decision. Julia agreed this was a good idea.

Julia explained that the Town would extend their payment of the recycling service to Rover's and asked for clarification if Rover's accepted recycling materials from residents. Mark confirmed this to be true and mentioned they accept recycling materials from properties owned by the Letorney's. Bill asked why Rover's has got multiple properties that are eligible for their own free recycling using one dumpster. Mark explained it is easier for a truck to back up to the dumpster than to pick up road side. Mark expressed how difficult he found Myers to work with, but explained they are still working with them. Julia agreed that Myers is difficult to work with.

NATIONAL SCIENCE FOUNDATION – GRANT PROPOSAL

Members from the Planning Commission, Gordon Gebauer and Mark Letorney, were present to discuss a National Science Foundation Smart & Connected Community Grant proposal, which would research smart technologies for septic disposal. The proposal would look at three different size communities -Rutland, Bristol and Westford. Currently, Westford has no septic system to speak of other than private systems. The Planning Commission will need a letter of intent to send to the NSF to show that the town is interested.

Gordon mentioned that the Planning Commission has been trying to find wastewater solutions for the town center for over 10 years. We've commissioned many studies and looked at which village parcels would have the proper capacity. The only one found in those studies was the area behind the White Church which only has enough capacity to serve the public and community buildings as they currently exist through the use of a mound system. Then, the Jackson Property became available and a conventional system would be possible on that property. Gordon mentions that this grant has the potential to help reduce maintenance costs if a system were constructed.

Mark explains that Westford could be a model for other small towns in terms of how these smart technologies can help them. In his opinion the most intriguing part of this is that smart technologies could allow us to track the actual daily load of our system to determine the amount of capacity used on a daily basis, which could potentially increase the overall capacity of the system.

Gordon mentions that there is interest in the Legislature to assist communities like Westford because without wastewater systems, these communities can't grow and it is in their interest to grow these places.

Mark explains that the Planning Commission is preparing to request permission to submit a Clean Water State Revolving Fund (CWSRF) loan application for preliminary engineering report development. The State would supply the loan with 50% forgiveness, which is a huge step forward for the town. After the preliminary engineering report is completed, the project would be "shovel ready". Julia mentions she thinks there is no reason not to do this, Mark and Gordon agreed.

Julia mentioned that the Vermont Council on Rural Development (VCRD) has access to the USDA and other grants. Mark explained that the Planning Commission has invited guests from the USDA

and CWSRF. He thinks the town is in a really good position since we are part of Chittenden County and a small community needing wastewater.

Bill motioned to approve the letter of intent for NSF, Julia Andrews seconded. Motion passed 2-0. Bill expressed his appreciation for what the Planning Commission does and how much they do for the town.

RECREATION COMMITTEE APPOINTMENT

The Recreation Committee recommended Lori Miller to be appointed to fill a vacancy. Bill motioned to appoint Lori Miller to the Recreation Committee, Julia seconded, motioned passed 2-0.

CORRESPONDENCE

Julia received an email from a resident regarding phosphorus in the fertilizer used in ditching projects. Julia forwarded what John had said to her regarding this subject to the resident. The resident had mentioned that they were not sure how worthy the fertilizer with the phosphorus was when looking at Lake Champlain's already poor condition. John explained that the Town is mandated to get their ditches compliant by the Regional Planning Commission (RPC). We are down to 53 uncompliant ditches. The RPC is looking at Westford as a guinea pig for how this works, especially since we are a town with mostly dirt roads. We need to ditch to ensure sediment doesn't run down roads and into waterways.

Bill asked for clarification about the resident's concern. Julia mentioned that phosphorus causes algae blooms in the lake. John explained that the Road Crew puts fertilizer in their hydro seeder which is 10% phosphorus and that it is a recommended process. Julia explained that most of Chittenden County is under a federal plan regarding this due to the close proximity to the lake.

COMMUNICATIONS

Julia brought up that she hasn't forgotten that the Board was going to put together a Roads FAQ for the Town website, she thinks this is still something they should do.

Nanette mentioned that she sent the Board a "Welcome to Westford" brochure made by Callie Hamdy, Assistant Town Clerk. The purpose of the brochure would be to provide new residents with information they need when moving to town like trash pickup, burn permits, tax due dates, etc. Julia shares Nanette's excitement about the brochure, she looked at it briefly and it looked very sharp. Bill also looked at it and doesn't think it needs any changes. Julia applauded Nanette and Callie's initiative in creating the brochure.

Bill brought up that Melissa had also recently put a lot of work into the Planning & Zoning page on the Town website. She added a lot of new information that will hopefully make navigating planning and zoning much easier for residents.

ACCOUNTS PAYABLE & PAYROLL WARRANTS

The Board approved the accounts payable and payroll warrants.

HIGHWAY EQUIPMENT BORROWING RESOLUTION

Greg mentioned that the Resolution is to borrow funds to purchase a 2020 International truck. The total cost of the truck is \$195,611. The Town is using the loan payment for the truck being traded in as a down payment. The amount to be financed is \$162,711 with an interest rate of 2.5% for five years. Bill asked how much was owed on the old truck, John replied \$134,000.

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Bill made a motion to approve the resolution for the 2020 International truck, Julia seconded, motion passed 2-0. The Board signed the resolution.

ADJOURN

The meeting adjourned at 8:14 p.m.

Respectfully Submitted,

Allison Hope, Chair
Selectboard

Callie Hamdy
Assistant Town Clerk.

TOWN OF WESTFORD HIGHWAY DEPT.
ROAD SCHEDULE
June 28, 2019 – July 25, 2019

Work to be done

- Grade roads when needed.
- Procure bids for the Rogers Rd. culvert replacement.
- Replace culverts at 139 and 189 Woods Hollow Rd., and 239 Huntley Rd. new culvert on the top of Old # 11.
- Roadside brush cutting
- Ditching on the lower part of Covey Rd.
- Continue to haul in winter sand.

Work completed

- Graded and put chloride on Osgood Hill Rd., Cambridge Rd., Covey Rd. Old # 11 Rd., North end of Old Stage Rd.
- Ditched and stone lined a section of Rollin Irish Rd.
- Installed a new resident supplied culvert at 273 Huntley Rd.
- Cut brush on *Covey Rd*
- Replaced 2 road signs.
- Repairs to the grader.
- Added 15 loads of gravel to the top of Old # 11 Rd.
- Hauled in road gravel.
- Hauled in winter sand.
- Cleaned the sand off the bridge on Woods Hollow Rd.
- Cleaned the sand off the pavement on Brookside Rd. and at the common park and ride.
- Installed a new vanity and sink in the bathroom at the shop.
- Worked on the break room.
- Roadside mowing.

Approved at the 7/25/19 Selectboard Meeting.

