

SELECTBOARD MEETING
August 8, 2019

Present: Julia Andrews Nanette Rogers
 Bill Cleary Callie Hamdy
 John Roberts

Guests: See attached list

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

CHANGES TO AGENDA

The changes to the Agenda were removal of the access permit request for Old Stage Road, removal of Request to build a house off Goodrich Trail, and the addition of a request to buy new computers for the town office in preparation for a Windows 10 Upgrade.

PUBLIC COMMENT

There was no public comment.

MINUTES

Melissa Manka submitted suggested edits to the July 25th minutes, which Julia read aloud. Also, from the July 25th minutes, Julia made some edits for clarifications regarding ditching and phosphorus on the roads. Bill Cleary made a motion to approve the July 25th as amended and the July 31st minutes as written. Julia 2nd, motion passed 2-0.

HIGHWAY DEPARTMENT

The Road Foreman, John Roberts, went over the July 25, 2019 through August 8, 2019 Road Schedule (see attached).

John specifically mentioned repairs from the intense rainstorms required some time as well as maintenance to the grader. A section of Woods Hollow Road will be closed August 12 and 13 to replace culverts.

Bill asked why the highway budget only budgeted \$1,000 for culverts this year. John explained that last year the budget for culverts was \$7,000. Brent had bought an overabundance of culverts, many still sitting unused at the garage, so John felt a decrease in budget was appropriate.

John mentioned that a maple tree is leaning on the powerlines on White Church Lane as a result of the rain and windstorms from the previous week. A resident asked if the town could take it down. A service would have to be hired to take it down due to the proximity of the tree to the lines. Julia explained that utility companies have a right of way under the utility lines and they are responsible for taking down trees in the way of their lines. Nanette told the resident that they would need to talk to John so any potential danger to the road could be examined. John stated that the tree would fall on the line not the road and is concerned of setting a precedent about taking down trees for residents. The top of this particular tree is dead and very close to the utility lines.

Julia asked John if he ever contacted companies about trees that are laying on their lines, he replied that he does, however the companies are not often responsive. Julia would suggest that a resident calls the power company.

John wanted to bring attention to a beaver dam on Peter Miller's property on Brookside Road. With the recent rain, the water is almost at the road and if the beavers are allowed to continue building it

will eventually impact the road. John is asking permission from the Board to take down the dam. Julia would like John to talk to the homeowner before proceeding.

Bill Cleary motioned to approve the Road Schedule for July 25-August 8. Julia 2nd, motion passed 2-0.

OPEN SPACE AGREEMENT & FIRE POND AGREEMENT – MCDONALD SUBDIVISION

Melissa submitted the Open Space Agreement & Fire Pond Agreement for Craig McDonald's subdivision to the Board to approve. The town attorney has reviewed the agreements. Prior to recording the documents, the applicant must reimburse the town for the legal fees associated with reviewing the documents. Bill motioned to approve the Open Space Agreement & Fire Pond Agreement, Julia 2nd. Motioned passed 2-0.

CORRESPONDENCE

Nanette received a letter from VT Adult Learning requesting a \$200 donation. This money has not been budgeted for. Julia asked what specifically VT Adult Learning does for Westford residents. Nanette explained that they generally service Chittenden County, last year they serviced one Westford resident. Julia would prefer to hold off and ask that they submit their request in October when the Town is making budget considerations.

On Wednesday, a resident contacted the town office because a Jeep had been both speeding and driving distractedly on Woods Hollow Road and eventually crashed into a ditch. The resident is requesting that the Town increase speed enforcement on the road. The Town will contact the Sheriff's office to request a presence on Woods Hollow Road. The State Police will be contacted to see if they can move the speed cart from Cambridge Road to Woods Hollow to help with the issue. The Board will post on Front Porch Forum and in the newsletter about the dangers of distracted driving.

ACCOUNTS PAYABLE & PAYROLL WARRANTS

The Board approved the accounts payable and payroll warrants.

NEW COMPUTERS FOR WINDOWS 10 UPGRADE

Nanette explains that all of the computers in the town office are on a replacement schedule, about every 5 years or so. Currently the office has three computers that will not support Windows 10 when that upgrade occurs later this year. These computers are the Treasurer computer, Town Clerk computer and Cash Receipts laptop. Julia asked what happens to the old machines when they are taken. Nanette explained that they are erased of data and taken, they are usually too old to be repurposed. We also do all our upgrades through our IT service, VT Connections since they know our needs. Bill made a motion to approve the purchase of the new computers, Julia 2nd, motion passed 2-0.

ADJOURN

The meeting adjourned at 7:44 p.m.

Respectfully Submitted,

Julia Andrews, Vice Chair
Selectboard

Callie Hamdy
Assistant Town Clerk.

TOWN OF WESTFORD HIGHWAY DEPT.
ROAD SCHEDULE
July 26, 2019 – Aug 8, 2019

Work to be done

- Grade roads when needed.
- Procure bids for the Rogers Rd. culvert replacement.
- Start ditching on lower Covey Rd.
- Replace culverts at 139 and 189 Woods Hollow Rd., ~~239 and 273 Huntley Rd.~~
- Roadside brush cutting
- ~~Ditching on the lower part of Covey Rd.~~

Work completed

- Graded and put chloride on Woods Hollow Rd., Phelps Rd., Old Stage Rd., *Alten Irish Rd,*
- Replaced driveway culverts at 239 and 273 Huntley Rd. *Seymour Rd and sections*
- Brake job on 2014 Western Star. *on several other roads.*
- Added 15 loads of gravel to Woods Hollow Rd.
- Made repairs after rain storm. *on 8/7 and prior week*
- Cleared downed trees after wind/ rain storm
- Hauled in road gravel.
- Weed wacked around guardrails
- Roadside brush hogging on Osgood Hill Rd..

Approved at the 8/8/19 Selectboard Meeting.

