

SELECTBOARD MEETING
February 25, 2021
Minutes

Present: Julia Andrews Callie Hamdy
 Allison Hope John Roberts
 Nanette Rogers Greg Barrows

Guests: See attached list

The meeting was called to order at 7:00 p.m. The meeting was held via Zoom. All attendees attended remotely.

CHANGES TO AGENDA

Under discussion added Rogers Road License Agreement and quote for new town office front door.

PUBLIC COMMENT

There was no public comment.

TOWN PLAN PUBLIC HEARING

Members of the Planning Commission were present to present the revised Town Plan, George Lamphere was presenting. The Town Plan is revised about every eight years. It is a town wide assessment of the Town's resources and governs planning, projects, studies, regulations and more. The outcome is focused on providing services and opportunities for the community and preserve historical buildings and working lands.

The information used in the Town Plan uses information from community surveys, task forces, residents, and town officials as well as the Chittenden County Regional Planning Commission (CCRPC) who reviews the plan prior to presentation to the public and provides comments and suggestions. Planning studies and state statutes also drive a lot of what goes into the revision to keep the Plan current.

Past priorities were to adopt unified regulations, work on community wastewater, preserve natural resources and viewsheds, enhance emergency preparedness, road maintenance, and enhance water quality. Upcoming priorities for the Town Plan for 2021-2022 are: diverse housing, town center revitalization, economic development, wastewater solutions, safe and accessible multimodal transportation options, and energy planning for substantial deference.

George explained the Town Plan adoption timeline and then opened the floor up to public comment. Julia pointed out the density of the Town Plan document and thanked the Planning Commission for their work; she finds the document illuminating. On page 40, it talks about education and educational opportunities for residents. She felt the way that higher education was talked about didn't cover the breadth of education that is available online now. Thinking about the schools around us, it's possible that just as many go to Champlain as UVM so it seems that should be added as a school in the area, as well as St. Mikes. Julia brought up the Strobridge campsite zoning/town plan issue. Does this process with the Town Plan need to take place prior to changing that? She didn't see anything to do with camping in the document. George explained that the campground issue is regulation related and the

Planning Commission are in the process of making some amendments to those regulations and hope to come out with them in the Spring. They have had a lot of communication between them, the Strobridges, CCRPC, and other communities on what that language will look like.

Kati Anderson, resident, asked for an explanation on some of the maps included in the documents and when residents will expect those changes to occur between the current versus future maps. Gordon Gebauer explained that the land use maps are currently conceptual and any changes to the regulations or zoning density would have to go through a public hearing process. For instance, one of the things the Planning Commission has had on its to do list for a while is looking at whether it is a good idea to change some of the zoning from 10-acre zoning to 25 acre or "conservation" zoning up on the ridges. Some future planning addresses that, some of it also addresses things we like to do around the Common. The timing depends on the Planning Commission's workload and when they can present a full picture to the community on what they want to change. George explained that these things all require a lot of research and input, and the public are part of that.

Allison Hope made a motion to end the public hearing, seconded by Julia Andrews. Motion passed: 2-0.

MINUTES

Allison Hope made a motion to approve the February 11, 2021 minutes as amended., seconded by Julia Andrews. Motion passed: 2-0.

ROAD SCHEDULE

John Roberts, Road Foreman, presented the Road Schedule from February 12, 2021- February 25, 2021. Allison Hope made a motion to approve the Road Schedule, seconded by Julia Andrews. Motion passed: 2-0.

DISCUSSION AND ADOPTION OF TOWN PLAN

Allison Hope didn't have any discussion but made a motion to approve the Town Plan with the addition of the minor edits from Melissa and feedback from the meeting, seconded by Julia Andrews. Motion passed: 2-0.

ROAD NAMES FOR REYNOLDS SUBDIVISION OFF WOODS HOLLOW ROAD.

Julie and Larry Reynolds provided road name options for their subdivision off Woods Hollow Road called Sugar Wood Acres. The name options were Juniper Hill Road, Sap Line Drive and Wild Juniper Lane.

Nanette cautioned that since this subdivision has an Essex mailing address that the Board should be aware that there is a road in Essex already called Juniper Ridge Road. In a perfect world it wouldn't be a problem, but Julia was adamant that we don't live in a perfect world, and she can see it being an issue. Allison Hope made a motion to approve the new road as Sap Line Drive, seconded by Julia Andrews. Motion passed: 2-0.

CCRPC ROAD SPEED STUDY

The Chittenden County Regional Planning Commission (CCRPC) provided their speed study. They studied Old Stage Road, Woods Hollow Road, Brookside Road and Cambridge Road.

Julia had a few thoughts. She thinks the crash data is probably not the full picture because the several crashes on Woods Hollow that had fatalities were not included. However, she thinks the crux of the issue is that speeding does not seem to be an ongoing problem on any of the roads. It seems the public perception is based on specific instances that stick with the individuals. Julia thinks that this should be made public. Nanette suggested putting it up on the website. Allison also thought it served historical purpose if future Selectboards wanted to compare data at any time in the future.

ROGERS ROAD LICENSE AGREEMENT

Allison explained there are no huge differences from other Road Agreements that the Town has entered into. There has been lots of conversations with the neighbors, so everybody has had a chance to figure things out. Allison Hope made a motion to approve the Class 4 Town Highway License Agreement with the Czapskis, seconded by Julia Andrews. Motion passed: 2-0.

QUOTE FOR NEW OFFICE FRONT DOOR

Nanette received a quote for a new town office front door. She explained that a quote had been received last year that seemed high, so she contacted another person for a second quote, but didn't receive anything.

The first quote is \$3,500 to replace the front door. In the FY'20 budget there was \$5,000 that due to COVID was not used. Nanette thought that the addition of a keypad entry would be nice but that requires the door to swing outward, which would need a roof expansion. She received a quote for that as well. Allison's discomfort is that there is only one quote, best practice would be to have more than one quote. Allison asked if Nanette had reached out locally. Nanette had not reached out but had put it on Front Porch Forum. In the end she is fine with just replacing the door because it is old, unsightly, and can be difficult to open.

Julia was confused, the door would have a keypad, or would that be separately purchased? Nanette confirmed that the keypad would be an additional purchase and not included in the quotes. Julia would like to understand the cost for the keypad part so the decision can be made regarding that. Nanette stated she is waiting for a company to get back to her regarding the cost. Julia thinks that if this goes on much longer, she would like to go ahead and replace it. Allison Hope made a motion to just replace the door, with no keypad or roof expansion unless other quotes can be found for the larger job, seconded by Julia Andrews. Motion passed: 2-0.

CORRESPONDENCE

There were no correspondences.

COMMUNICATION

The speed study will be posted on the website. Allison will post on Front Porch Forum regarding the Dog Ordinance signage.

ACCOUNTS PAYABLE & PAYROLL WARRANTS

Greg Barrows, Town Treasurer, reviewed the Accounts Payable and Payroll Warrants.

EXECUTIVE SESSION

Allison Hope made a motioned to enter Executive Session to discuss personnel at 7:50 p.m., seconded by Julia Andrews. Motion passed: 3-0. People in attendance were Allison Hope, Julia Andrews, and Nanette Rogers. The Board exited Executive at 8:00 p.m. No action taken.

ADJOURN

The meeting adjourned at 8:00 pm.

Respectfully Submitted,

Julia Andrews, Chair
Selectboard

Callie Hamdy
Assistant Town Clerk

GUEST LIST

Buddy Meilleur (LCATV)
Dave Baczewski
Dave Lavallee
George Lamphere
Karen Stetson
Gordon Gebauer
Pat Haller
Kati & Jim Anderson
Lee McClenny
Glenn Rogers
Tim Aiken
Harmony Cism

TOWN OF WESTFORD HIGHWAY DEPT.
ROAD SCHEDULE
Feb. 12, 2021 – Feb. 25, 2021

Work to be done

- Plow, sand, and salt when needed.
- Start work on the new chloride trailer.

Work completed

- Plowed, sanded, and salted roads several times.
- Worked on the trucks.
- We did the maintenance on the culvert steamer.
- Picked up the new one ton.
- Put snow tires on the one ton.
- Had the radio installed in the one ton.
- Picked up the new chloride trailer.

Approved at the 2/25/21 Selectboard Meeting.