

Bill asked if the Andersons were satisfied with Dale's response and if they would be able to run their four-wheeler to the side of the bridge. That was correct. Dale explained that it happened on short notice because the contractor was able to come down and had a short window to do so. The Andersons were present on the day and adjustments with the contractor were made during that time.

The Andersons were also requesting permission to remove some trees from the right of way of the trail especially near their driveway and north part of the property. Dale would like notice if they skidded logs. Sarah explained that neighboring properties logging using nearby trails for logging had permission to do so only for themselves, the Andersons would need their own permissions. Bill asked the Andersons if they feel comfortable that the message was received clearly by the Conservation Commission? They were and were welcome to discuss their forestry plan in relation to the trail in the future.

FY'21 HIGHWAY BUDGET FINAL STATUS REPORT

Greg Barrows, Treasurer, went over the final Highway Budget status report.

DRAFT APPLICATION FOR EVENTS ON THE COMMON

Lori Johnson from the Common Committee submitted a draft application for events on the Westford Common along with a list of routine uses that could be approved by the Common Committee and Town Clerk without having to go through the Selectboard.

Lori was present. The draft application looked good to Bill, and he thanked Lori, Nanette, and those on the Common Committee for their hard work. It will free up work on the Selectboard agenda and it is good to give those looking to use the Common a more streamlined application process. Lee & Dave agreed. The town attorney will give it a look and give any needed changes.

Dave Baczewski made a motion to approve the Town Common Application for Use pending any changes from the town attorney. Lee McClenny seconded; motion passed 3-0.

ACCEPT VCDP GRANT AGREEMENT & APPROVE THE RESOLUTION

Dave Baczewski had looked over the documents as he was the Chief Executive Officer appointed to sign on to GEARS to accept the grant agreement. Any potential expenses had been budgeted for in the Planning Commission special project funds.

Dave wanted to bring to the attention of the board to accept this money there is strings. Prior to taking this money we must include in our Town Policy language on equal employment opportunity, fair housing, use of excessive force, cannot do federal lobbying, drug free workplace, code of ethics for administration of VCDP, whistleblower protection, and no texting while driving. This will be included in our Town Policy so we can receive the grant and to improve our best practices.

Lee McClenny made a motion to accept the VCDP Grant Agreement and approve the resolution. Dave Baczewski seconded; motion passed 3-0.

AUTHORIZE SELECTBOARD MEMBER TO SIGN THE SE GROUP CONTRACT

This was the 'Selective Project Consultant'. The Planning Commission had interviewed several consultants, and this is the firm of choice. This is the entity that will be conducting the work for the grant previously talked about above.

Lee McClenny motioned that Bill Clearly sign the SE Group Contract, Dave Baczewski seconded, motion passed 3-0.

PROPOSED ROAD NAME FOR SUBDIVISION OFF ROGERS ROAD

Jonathan & Celestine Czapski were applying for a road name for their subdivision off Rogers Road. The three options provided by the Czapski's were: Creekside Crescent, Whitsunday Lane, and Whitsunday Crescent.

Nanette suggested that based on 911 road names she is not sure that Crescent is an accepted road term. She was not sure if this would change how Sally and Jonathan would like to use the names, but she does believe crescent cannot be used. Sally Czapski was present and suggested that Whitsunday Lane was a fine choice. Lee McClenny motioned to approve the name 'Whitsunday Lane' for the new road off Rogers Road as requested by the Czapski's. Dave Baczewski seconded; motion passed 3-0.

CORONAVIRUS LOCAL FISCAL RECOVERY FUNDING (CLFRF)

Dave Baczewski motioned the accept the CLFRF, Lee McClenny seconded, motion passed 3-0.

The town then needed to designate an authorized representative. Dave made a motion to appoint the Selectboard chair as the authorized representative (insert actual motion) by July 15th. Lee McClenny 2nd. Motion passed 3-0.

Lee McClenny made a motion that Greg Barrows be named as the contact. Dave Baczewski 2nd. Motion passed 3-0.

TOWN OFFICE WI-FI CONNECTION FOR MEETINGS

VT Connections, the IT service the town uses, had provided a quote for upgrading the Office Wi-Fi. This upgrade is important to helping with the town's continued use of hybrid & zoom meetings. The total cost including initial set up, new wireless connector with hardware, licensing and support, and an injector was \$2,729.52.

Melissa Manka, Town Planner, had sent a letter of support regarding the upgrade. Bill had done research into a less expensive option that would include Wi-Fi extenders, but understands that people would have concerns with that vs an IT professional. Nanette appreciates Bill's fiscal responsibility, but a non-professional resident had installed our original Wi-Fi in-house, not a professional and we need something that is built to support business.

Dave thinks this would fall under ARPA money because it aids in pandemic recovery and thinks we should investigate that funding source. Virtual and hybrid meetings are not going away. Nanette acknowledges it is a lot of money, but a lot of it has to do with licenses, hardware, and support. To her it is insurance that things will go smoothly and that it would be

supported in the future. Dave investigated the ARPA fund requirements, and they do list improvements to public buildings as part of that, so he thinks this could apply. Dave hears Bill's concern about the costs but thinks this is an important item to move forward on. Lee McClenny made a motion to accept VT Connections quote for Wi-Fi improvements. Dave Baczewski seconded. Motion passed 3-0.

CORRESPONDENCE

Dave had some communications over July 4th with residents asking what we were going to do with our ARPA money. Dave spoke with the residents and gave them the VLCT ARPA resources website as a starting point for how the town may be able to spend certain funds. Dave would like to add an agenda item in August to get the ball rolling on who is on the committee.

COMMUNICATION

There was no communication.

AUDIT RFP

Greg had sent out three requests for proposals. The bids included Fothergill Segale & Valley, our current auditor, and Sullivan Powers & Co. The firms are similar in age and size, Greg feels they will be similar. Our current auditor, Fothergill, had a pricing increase and Sullivan's prices were even higher. From a cost perspective we have been using Fothergill for about six years and they are very familiar with the town.

Bill was concerned about Fothergill's untimeliness in the past few years, although Covid is certainly something to consider. Greg suggests that whoever we choose we need to get on their schedule as quickly as possible so we can get the audit done in a timely manner. Nanette did stress to them the importance of having those number together in a timely manner so the budget can be put together properly. Lee asked if beside timeliness if there were any other concerns with the firm, there were not.

Lee McClenny made a motion to accept the proposal from Fothergill (insert rest) as compliant with all our requirements. Dave Baczewski seconded; motion passed 3-0.

DESIGNATE BOARD MEMBER TO SIGN WARRANTS UNTIL NEXT MEETING

The board needed to designate a board member to sign warrants until they have their next regular meeting in August. Lee McClenny motioned to approve Dave Baczewski to sign the warrants between July 9th and August 1st. Dave Baczewski seconded. Motion passed 3-0.

FY'21 GENERAL FUND FINAL STATUS REPORT

Greg Barrows, Treasurer, went over the final General Fund status report.

ACCOUNTS PAYABLE & PAYROLL WARRANTS

Greg Barrows, Treasurer, reviewed the accounts payable and payroll warrants. The Selectboard signed the warrants.

ADJOURN

The meeting adjourned at 8:54 p.m.

Respectfully Submitted,
Bill Cleary, Selectboard Chair

Callie Hamdy
Assistant Town Clerk/Minute Clerk

GUEST LIST

Michael Wright (LCATV)
Shawn Fennelly (LCATV)
Sarah Pinto
Kirsten Tyler
Dale Rogers
Lori Johnson
Glenn Rogers
Jim & Kati Anderson
Elias Rosenblatt
Sally Czapski

**TOWN OF WESTFORD HIGHWAY DEPT.
ROAD SCHEDULE
June 24, 2021 – July 8, 2021**

Work to be done

- Grade roads as needed
- Add gravel to roads
- Continue working on Old Stage Road ditching and culvert replacement
- Continue hauling in winter sand

Work completed

- Graded Cambridge Rd., Plains Rd., parts of Woods Hollow Rd., Manley Rd., Pettingill Rd., and Old Stage Rd.
- Hauled in winter sand
- Chloride roads after grading
- Replaced riser and cover on septic tank at town office and installed fencing to protect it
- More of the ditching, stone lining and culvert replacements on Old Stage Rd
- Grass trimming around guardrails at the town library
- Cut and chipped trees at the intersection of North Rd. and Westford/Milton Rd.
- Had the pinion seal replaced on the 2014 Western Star truck

Approved at the _____ Selectboard Meeting.