

SELECTBOARD MEETING
January 27, 2022
Minutes

Present:	Bill Cleary (chair) Dave Baczewski Lee McClenny Nanette Rogers	Callie Hamdy Greg Barrows John Roberts
Guests:	Ben Bornstein Dave Lavallee Vicky Ross	Jamie Hazen Michael Russell

The meeting was called to order at 6:00 p.m. The meeting was held in person and via Zoom.

CHANGES TO AGENDA

Swapped order of executive sessions.

PUBLIC COMMENT

There was no public comment.

MINUTES

Lee McClenny made a motion to approve the January 13, 2022 minutes as amended, seconded by Dave Baczewski. Motion passed: 3-0.

ROAD SCHEDULE

John Roberts, Road Foreman, reviewed the January 14, 2022 through January 27, 2022 Road Schedule. Lee McClenny made a motion to approve the Road Schedule, seconded by Dave Baczewski. Motion passed: 3-0.

ANNUAL CERTIFICATE OF HIGHWAY MILEAGE

The Annual Certificate of Highway mileage is a yearly item; there were no changes from the previous year. Dave Baczewski made a motion to approve the Annual Certificate of Highway Mileage, seconded by Lee McClenny. Motion passed: 3-0.

GOODRICH TRAIL

John conducted a site visit on Goodrich Trail of the area James Hazen is proposing to improve and use as his driveway. The area is very small and is on the Westford/Underhill town line. John feels the condition of area, which was used to access a logging site, and its infrastructure is better than he expected. The existing 24' PVC culvert is in good condition and the short section of driveway meets driveway standards. It is not clear if any road fabric was installed.

REQUEST TO RESTRICT PARKING ALONG BROOKSIDE ROAD DURING WINTER FESTIVAL

Dave Baczewski, spoke on behalf of the group organizing the Westford Winter Festival. They are requesting permission to restrict parking along Brookside Road during the hours of 12:00 p.m. to 4:00 p.m. on February 12, 2022. A horse pulled wagon will be transporting people from the school to the Brick Meeting House while stopping at venues along the way. The wagon is large and will occupy a full lane. Restricting traffic will enable the wagon to

maneuver the route while allowing vehicular traffic to flow as well. This is especially important in the event that emergency vehicles need to travel on Brookside Road.

Lee McClenny made a motion to approve the request to restrict parking along Brookside Road, seconded by Dave Baczewski. Motion passed: 3-0.

REQUEST FROM CSWD REGARDING VIDEO TO INCLUDE WITH FEB. 23 PUBLIC HEARING & ON TOWN WEBSITE

Chittenden Solid Waste District (CSWD) is producing a one-to-two-minute video featuring their Director, Sarah Reeves, that provides an overview of CSWD and the resources available to municipalities. CSWD was requesting permission for the Board to show the video during the virtual February 23rd Public Hearing and for the video to be placed on the Town's website. This is in lieu of the table display and brochures that are typically provided on Town Meeting Day.

Nanette recommended having the video screenshared into the meeting towards the end of the Public Hearing. Lee was open to the idea of frontloading the video at the beginning of the meeting so that questions related to the Public Hearing itself are not derailed. Dave thought that their idea to post it on the Town website would also be helpful in case of technological difficulties. Dave Baczewski made a motion to approve CSWD's request to show a video during the February 23 Public Hearing, seconded by Lee McClenny. Motion passed: 3-0.

PERSONNEL POLICY – USE OF SICK TIME

Nanette advised that the Town's Personnel Policy does not provide using sick time for domestic partners. She is requesting that the Selectboard update the policy to be inclusive of these situations. It was noted that a lot of organizations allow employees to use sick time for domestic partners. The Board had no objections. Dave thinks the Vermont language used in the current policy is broad but adding specifics can be helpful.

Dave Baczewski made a motion to amend the current draft Westford Personnel Policy to include the use of sick time for domestic partners as well as the stated intent of "and other situations to be determined by the Selectboard," seconded by Lee McClenny. Motion passed: 3-0.

WESTFORD COUNTRY STORE AND CAFÉ LIQUOR AND TOBACCO LICENSE APPLICATIONS

The Westford Country Store submitted a liquor application for the Board's consideration. If approved by the Town, it is forwarded to the State for their approval. Lee McClenny made a motion to approve the Liquor License application for the Westford Country Store and Café, seconded by Dave Baczewski. Motion passed: 3-0.

CORRESPONDENCE

The Planning Commission sent an email to the Selectboard and Westford Common Hall providing an update on the community wastewater use and infrastructure for the Brick Meeting House and Westford Common Hall. The data is based on the number of seats and whether or not food will be prepared on-site, as well as cost estimates to connect to the system.

Maureen Wilcox submitted an email inquiring what the process is for space to be taken from the common to be used for other purposes, using parking for the ice rink as an example. Bill

advised her that he believed the process involved the Planning Commission and Town Common Committee but would need to do some research. She thanked Bill for his response.

Joe Franz sent an email regarding his opinion on the Planning Commission and their current projects.

Pat Haller sent an email to the Selectboard regarding discussion on Front Porch Forum about the Planning Commission being aggressive with their projects. Pat responded that he thinks the Planning Commission is doing a great job, Lee responded to Pat.

The Town received a request from Barb Peck who wanted to know the full costs spent on the wastewater project to date. Melissa is working with Greg to get her the information.

COMMUNICATION

There were no communications.

ACCOUNTS PAYABLE & PAYROLL WARRANTS

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

EXECUTIVE SESSION

Lee McClenny made a motion to enter Executive Session at 7:00 p.m. for a personnel matter, seconded by Dave Baczewski. Motion passed: 3-0. People in attendance were Bill Cleary, Lee McClenny, Dave Baczewski, Nanette Rogers, and Vicky Ross. The Board exited Executive Session at 7:34 p.m. No action taken.

EXECUTIVE SESSION

Lee McClenny made motioned to go into Executive Session as 7:34 p.m. to discuss contracts and attorney client communications, seconded by Dave Baczewski. Motion passed: 3-0. People in attendance were Bill Cleary, Lee McClenny, Dave Baczewski, and Nanette Rogers. The Board exited Executive Session at 7:55 p.m. No action taken.

ADJOURN

The meeting adjourned at 7:55 p.m.

Respectfully Submitted,
Bill Cleary, Selectboard Chair

Callie Hamdy
Assistant Town Clerk/Minute Clerk

**TOWN OF WESTFORD HIGHWAY DEPT.
ROAD SCHEDULE
January 14, 2022 – January 27, 2022**

Work to be done

- Plow and sand when needed
- Brush cutting

Work completed

- Sanded and plowed several times
- Repair work on the 2017 Western Star (rear wheel hub, sand chute liner)

Approved at the 1/27/22 Selectboard Meeting.