

**SPECIAL SELECTBOARD MEETING
December 21, 2022
Minutes**

Present: Bill Cleary Nanette Rogers
 Lee McClenny Greg Barrows
 Dave Baczewski John Roberts

Guests: Melissa Manka

The meeting was called to order at 8:00 a.m. The meeting was held in person and via Zoom.

CHANGES TO AGENDA

The December 1, December 8 and December 14 minutes and the accounts payable warrant were removed.

PUBLIC COMMENT

There was no public comment.

HIGHWAY DEPARTMENT

John Roberts, Road Foreman, reviewed the December 9, 2022 through December 21, 2022 Road Schedule. Bill Cleary made a motion to approve the Road Schedule, seconded by Dave Baczewski. Motion passed: 3-0.

John advised that a Myers' truck went off Old Stage Road yesterday and Machia Hill Road today. The trucks did not have chains on. The Road Crew were contacted for both occurrences. The Town has previously discussed with Myers being prepared for winter driving by having proper equipment on their trucks when traversing Westford roads. The time it would take a driver to put the chains on is time well spent versus the time lost when a truck is out of commission while waiting to be towed. Nanette will contact Myers to reiterate previous conversations for properly equipped trucks.

USE OF CHITTENDEN SOLID WASTE DISTRICT CLEAN UP FUNDS

Chittenden Solid Waste District (CSWD) has a Community Clean Up Fund grant program for towns within the district. The funds can be used to cleanup public or private property. A Combat Veterans group recently contacted the Town regarding the condition of a property in town. There is a significant amount household trash inside and outside of the premises as well as numerous other concerns. This same property was brought to the Town's attention a year or two ago however at that time the property owner declined help. There is a health concern regarding the trash and attracting wild animals. The Westford Health Officers have been contacted and are assisting with finding a solution. The Town has \$2,500 available in the Clean Up Fund. The thought is to arrange for a dumpster and find volunteers to help clean up the property. The funds could pay for the dumpster and disposal costs. It was pointed out that winter is not an ideal time to address the trash outside therefore the Board feels this is a better project for the spring. The Board asked that Myers be contacted to advise there may be an overage in volume at that residence while the inside of the property is addressed. The Board will revisit the needs come spring.

FY'24 BUDGET WORKSHOP

The Board continued its work on the draft FY'24 budget. The Board discussed the Planning Commission Special Projects Fund. Unspent funds in this line item are carried over. When the fund was originally set up, a former Selectboard stated that the Board may choose not budget funds if there is a growing balance. The current balance in the fund is approximately \$26,000. Melissa pointed out that the funds are earmarked for projects that span more than one year and for matching funds for grants. Of the \$26,000 approximately \$2,600 are not earmarked. After careful consideration, the Selectboard reduced Special Projects Fund line item by \$4,000 for FY'24.

The Library's proposed budget is increasing by 9.7%. The Board discussed how they may reduce the amount being included in the budget without impacting the services and programs offered. The Board decided to reduce the Library's request by \$4,000 and to allocate \$4,000 from ARPA Funds for allowed expenses during FY'24.

The Board discussed the amount budgeted for the Sheriff's Department for speed enforcement. A frequent topic at Selectboard meetings is the speed and volume of traffic on town roads. One way to address the concerns is to increase the hours the Sheriff's Department is patrolling Westford roads. The current budget is \$20,000. The Board increased the amount to \$26,500 for FY'24.

The Board reviewed the anticipated revenue. Bill suggested that the Town include revenue for the forestry work being done in the Maple Shade Town Forest. The work is expected to last a year or two. Greg will determine an amount based on what has been received in the past. Bill suggested that the Town look into interest-bearing CDs to invest town funds. Lee and Dave agreed. Greg will look into this and report back to the Board.

CORRESPONDENCE

There was no correspondence.

COMMUNICATION

There was no outgoing communication.

ADJOURN

The meeting adjourned at 9:20 a.m.

Respectfully Submitted,

Lee McClenny, Chair
Selectboard

Nanette Rogers
Town Administrator