

important. He added that Gordon Gebauer has done a great job getting information to the Selectboard and everybody has been working hard. He appreciates the support the Planning Commission has been given. Regarding the meeting on July 31, he believes the single most important thing on the agenda is to go through the ordinance. Lee agreed that the ordinance and the bond language warning are very important.

Nanette reached out to Community Bank about a line of credit. The bank advised that it should be easy to put together. The bank will need a copy of any grant commitments, and the Town's finances for FY'22 and FY'23 if available.

There was a note from Maureen Wilcox who had questions about wastewater. Melissa acknowledged it and will be providing answers. Some of what was asked may not have immediate answers at this time because the questions are quite technical.

DISCUSSION OF POSSIBLE RESTRUCTURE OF TOWN MANAGEMENT

Lee explained there has been a growing realization that the Town has some town staff structural issues and how things are managed. Nanette is scheduled to take vacation, so the discussion of how the Town covers positions during an absence came up. Currently there are no good answers. Lee believes the Town needs professional advice on how to structure the Town better, with the notion of gaining efficiency and having coverage for employees. Nanette knows a person who provides companies with findings for structure and can reach out to them.

Bill recalled Sue Adams filling in during a time when an employee was out for an extended period. If the Town recruited someone to fill those gaps, it would be extremely helpful. He noted that when there is a shallow bench, and somebody is out things become difficult.

Lee also mentioned the idea of expanding the Selectboard to five members to allow greater discussion and spread the workload. The ability to have working groups to move projects forward would be extremely helpful but is not possible with three members due to public meeting law. George noted that doing projects with only three members on the Planning Commission would be impossible, he feels a five member Selectboard would be fine. Lee wanted to put this topic on the August 10 agenda for further discussion.

Regarding the immediate need, the Town will move forward with writing an ad to hire a person to cover extended absences or help during seasonal high demands.

FOLLOW UP ON REQUEST FROM CONSERVATION COMMISSION TO REPOSITION BOULDERS AT NORTH END OF COVEY TRAIL

Nanette advised that Frank Ammirato has a permit to operate a motorized vehicle on the Covey Trail. Frank advised the rocks are just wide enough for him to drive through with his gator, so he does not believe they are wide enough for regular motorized vehicles. He also accesses the trail from the Stoney Ridge end. When asked if the Conservation Commission knows how the rocks were moved, Sarah Pinto stated they do not. She suggested that Frank only access the trail from the Stoney Ridge end so the boulders can be moved closer together to prevent motor vehicles from accessing the trail from the Covey Road end. The Board thought the boulders should be left where they are and if more problems occur then the Board can revisit the topic. Dave suggested documenting the boulders' current location.

APPLICANT FOR CCCUD DELEGATE POSITION FOR WESTFORD

Julia Andrews expressed an interest in being appointed to as Westford's delegate on the CCCUD (Chittenden County Communications Union District). She has experience with large telecommunications companies. It will be a natural nexus with what she is doing in the State House. Dave Baczewski made a motion to appoint Julia Andrews as Westford's CCCUD Delegate, seconded by Bill Cleary. Motion passed: 3-0.

APPOINTMENT FOR EMERGENCY MANAGEMENT DIRECTOR

There has been no interest in the Emergency Management Director (EMD). The interim EMD, Francois Ross, advised he is willing to serve in the position. Bill Cleary made a motion to appoint Francois Ross as Westford's Emergency Management Director, seconded by Dave Baczewski. Motion passed: 3-0.

CORRESPONDENCE

Essex Rescue reached out to Westford and the communities it serves to see how the communities would like Essex Rescue to handle non-payments for non-emergency service requests and non-transport of patient. The non-emergency requests are for basic everyday living needs because social support services are inadequate. These types of requests take personnel out of service for emergency care and personnel are burning out. Unfortunately, Essex Rescue cannot refuse to answer a call. An example of a non-transport request is starting an IV to provide medication and then the patient declining transport because they feel better. Essex Rescue is billing insurance companies for the non-transport calls, however frequently these claims are denied. So far Essex Rescue has not billed a patient if the claim is denied. Not being paid for the non-transport requests negatively impacts Essex Rescue's budget, therefore Essex Rescue is considering billing patients.

Below are the questions posed to the communities along with the Westford Selectboard's response:

1. Do you feel Essex Rescue should bill for non-transport services? Answer: Yes
2. If your response is yes...
 - a. Do we bill the patient's insurance and if the patient's insurance doesn't cover it, it is then the patient's responsibility? Answer: Yes
 - b. Should Essex Rescue send all patients to collections for unpaid invoices regardless of the amount owed? Understanding that Essex Rescue has always and will continue to work with patients to either reduce their bill with proof of financial hardship or create an affordable scheduled payment plan. Answer: Business model, dependent on what a collection agency will charge.
3. Should the patient be responsible for the bill regardless of if their insurance carrier's coverage for the service? Answer: Yes
4. How would your municipality support Essex Rescue, if we begin to receive pushback from community residents? Answer: Yes

Ben Bornstein provided a brief update on the CCRPC. Regional Planning Commissions are required to meet four reports. All the reports went out on time and were approved. There were changes made to the Executive Board. The CCRPC asked for volunteers for subcommittees; Ben volunteered for the Long Range Planning Committee. Ben also gave an update on the MERP grant for the energy audit of the town garage.

COMMUNICATION

There were no outgoing communications.

REVIEW FY'24 GENERAL FUND BUDGET STATUS REPORT

Greg Barrows reviewed the FY'24 General Fund budget status report.

ACCOUNTS PAYABLE AND PAYROLL WARRANTS.

The Board approved the accounts payable and payroll warrants.

EXECUTIVE SESSION

At 7:34 p.m., Dave Baczewski made a motion to enter Executive Session to discuss an employee evaluation and to invite the Town Administrator to the discussion, seconded by Bill Cleary. Motion passed 3-0. The Board exited Executive Session at 8:24 p.m. No action taken.

ADJOURN

The meeting was adjourned at 8:24 p.m.

Respectfully Submitted,

Lee McClenny, Chair
Selectboard

Callie Hamdy
Minute Clerk

GUEST LIST

George Lamphere
Barb Peck
Ira Allen
Kim Guidry
Maureen Wilcox
Vicky Ross
Ben Bornstein
Lori Johnson
Sheila Franz
Joe Franz
Sarah Pinto
Louise Jensen
Dave Lavallee

TOWN OF WESTFORD HIGHWAY DEPT.
ROAD SCHEDULE
July 14, 2023 – July 27, 2023

Work to be done

- Grade roads.
- Haul in road gravel and winter sand.
- Replace a few cross culverts.
- Start Phelps Road project.

Work completed

- Hauled in road gravel and winter sand.
- Patched potholes and washes on Osgood Hill Road, north end of Woods Hollow Road, Old #11 Road, Lower Covey Road, Allen Irish Road, and Manley Road.
- Graded Huntley Road, Cambridge Road, Rollin Irish Road, Plains Road, and Learned Drive.
- Took care of a downed tree on Woods Hollow Road.
- Finished ditching on Huntley Road.
- Replaced 2 air brake cannisters and 1 slack adjuster on the 2020 international.
- Installed 3 cross culverts (1- Huntley Road, 2- Machia Hill Road).

Approved at the 7/27/23 Selectboard Meeting.