

**Westfield Selectboard-Budget Meeting Minutes**  
**January 28, 2016 – 8 am – Town Offices**

---

Present were: Selectboard members: Yves Daigle, Chair; Richard Degre and Jacques Couture; Treasurer: Mary Lou Jacobs; Town Clerk: LaDonna Dunn and for a portion of the meeting Troy Volunteer Fire Department Chief, Bobby Jacobs.

1. **Call Meeting to Order:** The meeting was called to order by Yves at 8:05 a.m.
2. **Additions and/or Deletions to the Agenda:** LaDonna requested to add Auditors Report under Other Business.
3. **Approve Minutes of the January 8, 2016 Selectboard-Budget Meeting:** Motion by Richard and second by Jacques to approve the minutes with no changes. So moved.
4. **Approve Warrants for Bills (12/16/15, 12/23/15, 12/30/15 & 1/13/16) and Payroll (12/16/15, 12/30/15 & 1/13/16):** Motion by Richard and second by Jacques to approve the warrants listed. So moved.
5. **Sign Certificate of Highway Mileage:** The Certificate of Highway Mileage was signed by the three Selectboard members noting there were no changes in mileage. The Clerk will record this document in the land records when the signed document is returned to the Town from the State.
6. **Discuss 2017 Better Back Roads Grant Application:** It was pointed out that more grant money will be available for erosion prevention and for culverts than in the past. The Selectboard was in agreement to take advantage of as much grant money as possible to help with the highway budget. These are 80/20 grants and the submission deadline is April 15, 2016. The Clerk has the grant application paperwork.
7. **Update on North Hill Cemetery:** Richard reported the survey of the land has been completed and a preliminary survey map has been drawn. Luke and Merlin Backus have been granted their subdivision permit by the State so the next step is to have Bill Davies draft the deeds. Motion by Yves and second by Jacques to call Bill Davies and proceed with the deed work. So moved. The deed work will cost approximately \$850. The Selectboard felt it was not necessary to do a full title search for this piece of property (an additional \$500). The final mylar map will be drafted once Bill Davies completes his work. The mylar map and deeds will be recorded in the land records. The Clerk will contact Bill's office to begin the deed work.
8. **Discuss Newport Police Departments 911 Dispatching Proposal:** Troy Volunteer Fire Department Chief, Bobby Jacobs, was present to discuss the Newport Police Department 911 Dispatching Proposal. Bobby explained his department is not in favor of accepting the proposal. He said his department is pleased with the service being offered currently through Williston. He pointed out that in addition to the fee for the service there are additional costs to the department such as reprogramming all of the radio systems. This reprogramming could cost the fire department hundreds to thousands of dollars. He said currently there are 111 agencies in Vermont not being charged for dispatch services. The Selectboard thanked Bobby for sharing his department's views and assured him they understand it is up to each service agency to make the decision how to proceed.
9. **Discuss Town Accepting Credit Card Payments:** Mary Lou told the Selectboard she would like to see the Town accept credit card payments. She said numerous people have asked if the Town accepts credit cards especially during tax season. She has been investigating companies that work with municipalities and don't charge the Town any fees for the credit card machine or

processing fees. The user of the service pays either a minimum charge fee or a percentage based on the amount of the charge. Motion by Yves and second by Jacques for Mary Lou to add this service as long as there is no cancellation fee to opt out of the service, no equipment terminal fee and no cost to the Town for the service. So moved. The Selectboard suggested contacting Lowell and Jay to see if they use this type of service and which vendors they use.

**10. Discuss and Approve Proposed Budget:** Mary Lou reviewed the changes that were made to the budget at the previous meeting with the Selectboard. Jacques moved and Richard seconded to accept the budget as presented with General Government expenditures of \$214,135; Highway Fund expenditures of \$346,093; and Appropriation expenditures of \$60,339.20. So moved.

**11. Discuss and Approve Warning for Town Meeting, March 1, 2016:** The Selectboard reviewed the warning. LaDonna reported that Loren Petzoldt, Chair of the Westfield School Board, has approved the school portion of the Warning. Moderator, Pat Sagui, reviewed the draft of the Town and School Warning and offered no changes. There was discussion about removing the elected offices of Town Agent and Grand Juror. LaDonna will call VLCT to see if these elected positions are still required by Vermont State Statute. Motion by Richard and second by Jacques to approve and sign the Warning for Town Meeting as presented. So moved.

**12. Other Business:**

**A. Auditors Report:** The Selectboard reviewed the Auditors Management Report, the 2015 Auditors Statement for the Town Report and the Statement of Town Assets which will also be printed in the Town Report.

**13. Adjourn:** Motion by Yves and second by Richard to adjourn the meeting at 10:25 a.m. So moved.

Minutes submitted by: LaDonna Dunn  
LaDonna Dunn, Town Clerk

**Westfield Selectboard Approval:**

Date: 3/14/16 with 0 changes

Yves Daigle  
Yves Daigle, Chair

Richard Degre  
Richard Degre

Jacques Couture  
Jacques Couture