

Westfield Selectboard Minutes
March 14, 2016 - 5:30 p.m. – Town Offices

Present were: Selectboard members: Yves Daigle, Chair and Jacques Couture; Treasurer: Mary Lou Jacobs; Town Clerk: LaDonna Dunn; and Eric Kennison (for the road portion of the meeting)

1. **Call Meeting to Order:** The meeting was called to order at 5:40 p.m.
2. **Additions and/or Deletions to the Agenda:** There were no changes to the agenda.
3. **Approve Minutes of the January 28, 2016 Selectboard-Budget Meeting:** Motion by Yves and second by Jacques to approve the minutes with no correction. So moved.

4. **Treasurers Report:**

A. Approve Warrants for Expenditures dated (1/28/16, 2/3/16, 2/10/16, 2/23/16, 2/25/16, 3/2/16 and 3/9/16): Motion by Jacques and second by Yves to approve the warrants as listed. So moved.

B. Understanding of Constable Fees Relating to Dogs/Stipend: Recently there was a request from Normand Piette for the town to bill a dog owner for the constable's \$25 dog housing fee. Mary Lou asked for clarification as to how this works because in the past the town occasionally paid Normand \$25 in addition to his stipend. The consensus was that Normand collects \$25 from the dog owner for housing the dog. Normally the money is paid directly to him by the dog's owner. It was decided that Yves would talk to Normand to confirm he has the same understanding. *Normand will provide the dog owner with a receipt. If Normand is unable to collect his \$25- fee from the dog owner then he will bill the town for \$25-.*

5. **North Hill Cemetery:**

A. Fencing from North Hill Cemetery: After Town Meeting, John Elliott mentioned he would like half of the fencing around the cemetery. Rob Brewster also would like the fence and can remove it. Yves will talk to Rob and John and see if they each are willing to take half of the fence. This will be discussed again at the next Selectboard meeting.

B. Update from Bill Davies Office on Deed Work: Bill Davies told Yves that a title search may be needed depending on what he learns while preparing the deed. Motion by Jacques and second by Yves to do a title search, if necessary, to make ~~ens~~ure there is no question about the property boundaries. So moved.

6. **Roads:**

A. Municipal Highway Grant Application - Annual Paperwork for AOT Dist. 9 Meeting - Due 4/15/16: Yves said this paperwork can be filled out at the April 7 meeting with Shane.

B. Discuss FY2017 Better Roads Grant – Deadline 4/15/16: This grant is now known as Better Roads Grant. The Selectboard asked Eric and Larry to think about how many grants we should apply for. Eric and Yves are planning to attend the upcoming informational meeting and Eric will fill out the grant paperwork for submission by the deadline.

C. Status of Floor Drain Work at Town Garage – Deadline 5/7/16: Eric will order the correct filter for the floor drain. He will contact LaDonna when this is completed so the compliance report can be submitted by the May 7, 2016 deadline.

7. Petition for Redetermination of CLA & COD: The Listers met with their District Representative, John Westinghouse, to re-evaluate the sales study. The new CLA is 100.08 and the COD is 17.38. The Listers were satisfied with these new numbers. Yves signed off on the stipulation agreeing that the town accepts the redetermination. No further action is required at this time.

8. Letter from Vermont Land Trust: Yves said the town received a letter regarding an 11.5 acre parcel of land off of Route 58 in Westfield which is jointly owned by Vermont Land Trust and the Nature Conservancy. The letter was notification that within the next two years this parcel may be sold. No action was required by the Selectboard.

9. Recycling Report: Yves reported the waste management district is receiving a very low price for recyclables at this time. The district is still looking into a more cost efficient way to collect recyclables from member towns. Yves said he had been approached by a woman who recycles asking if her son could volunteer at the recycling center as community service. Jacques was in agreement to try it on a trial basis. Mary Lou will check with VLCT to see if volunteers are covered on the town's liability insurance.

10. Sheriff's Report for December 2015 and January 2016: Yves reported there were 39 patrol hours with \$425 in fines for December 2015, 16 patrol hours with no fines for January 2016 and 21 patrol hours with \$528 in fines for February 2016.

11. Sign Liquor License for Westfield General Store: The Selectboard members present signed the annual liquor license application.

12. Update and Adopt Local Emergency Operations Plan (LEOP) by 5/1/16: The LEOP document was reviewed and LaDonna will make the necessary corrections. The document will be adopted at the next Selectboard meeting and will be submitted (annually) to Bruce Melendy at NVDA who submits it to Homeland Security. The NIMS document that was adopted last year does not need to be re-adopted annually.

13. **Other Business:** There was no other business.

14. **Adjourn:** Motion by Jacques and second by Yves to adjourn at 7:15 p.m. So moved.

Minutes submitted by: LaDonna Dunn
LaDonna Dunn, Town Clerk

Westfield Selectboard Approval:

Date: 4/14/16 with 1 changes

Yves Daigle
Yves Daigle, Chair

Richard Degre
Richard Degre

Jacques Couture
Jacques Couture