

Westfield Selectboard Minutes  
April 25, 2018 – 8 a.m. – Town Offices

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Present were Selectboard members: Yves Daigle (Chair), Jacques Couture and Anne Lazor; Town Clerk, LaDonna Dunn; Assistant Town Clerk, Heather Johnson; Treasurer, Mary Lou Jacobs.

1. **Call Meeting to Order:** Yves called the meeting to order at 8:04 a.m.
2. **Additions and/or Deletions to the Agenda:** None
3. **Approve Minutes of the April 9, 2018 Selectboard Meeting:** There was a motion by and second by to approve the minutes with no changes. All were in agreement.
  - A. **Business from the Minutes:**
    - #4: Bill Salmon will be present at the next meeting.
    - #8: Yves asked for names of people who may be able to plow and sand for Sandra Kennedy.
    - #14: Dennis Frink kindly cleaned up the trash that was dumped on Balance Rock Road near Kettle Farm Road.
    - #16C: Mary Lou found another company to get prices from. She will email the results to the Selectboard.
4. **Treasurer's Report:**
  - A. **Approve Warrants for Expenditures Dated 4/11 & 4/18/18:** Following a motion by Jacques and second by Anne, all were in agreement to approve the warrants as listed.
5. **Open and Review Mowing Bids and Award Mowing Contract:** There were two bids submitted: International Landscape; and Tom's Lawn Care. Both are Westfield residents/businesses.
  - International Landscape: \$2000 mowing and \$450 fall cleanup for a total of \$2450.
  - Tom's Lawn Care: \$1440 mowing and \$360 fall cleanup for a total of \$1800.There was a motion by Anne and second by Jacques to award the contract to Tom Schrock, owner of Tom's Lawn Care. Motion passed unanimously. The Clerk was asked to send the award announcement including the price each bidder submitted.
6. **Review/Adopt Local Emergency Operations Plan (LEOP) due 5/1/18-Anne Lazor (emailed in advance):** The document was reviewed with the suggestion to add the maps from the Town Plan and creating a separate list of vulnerable residents. There was a motion by Jacques and second by Yves to adopt the LEOP with changes. The motion passed unanimously. Yves thanked Anne for undertaking this project.
7. **Sign Deed for Debra Dykeman Cemetery Plot in the Westfield Cemetery:** The deed was signed and will be recorded in the land records.
8. **Flag at Community Center:** Debra Dykeman reported the flag at the Community Center needs to be replaced as it is tangled in the surrounding trees.

She suggested moving the flag pole to the Common so the flag entanglement wouldn't be an issue in the future. Yves said he will replace the flag and trim the surrounding trees.

**9. Sheriff's Report for March:** There were 27 patrol hours, three administrative hours and \$1244 in fines reported for March.

**10. Road Signs:**

**A. Policy for Private Road Signs:** LaDonna asked the Selectboard to consider drafting a town policy to address road signage on private roads. Owners on private roads continually have questions about who purchases and installs signs on these roads. The Selectboard asked LaDonna to research how other towns handle this as well as the town's statutory requirements.

**B. Missing Signs Installed:** Many speed limit signs are missing on North Hill Road according to the Sheriff. LaDonna was asked to draft a note to Eric Kennison asking him to re-install the following signs: 35 mph signs on North Hill Road and Kennison Road; the missing Buck Hill Road sign; the yield sign on North Hill Road/Route 100; and any other missing signs he is aware of. The Selectboard would like the signs installed by May 15th.

**11. Other Business:**

**A. Selling Steel at Recycling:** Yves said a check for \$275.20 has been received for the sale of steel at the Recycling Center.

**12. Adjourn:** Following a motion by Jacques and second by Anne, all were in agreement to adjourn the meeting at 9:35 a.m.

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Minutes submitted by:

LaDonna Dunn  
LaDonna Dunn, Town Clerk

**Westfield Selectboard Approval:**

Date: 5/14/18 with 0 changes

Yves Daigle  
Yves Daigle, Chair

Jacques Couture  
Jacques Couture

Anne Lazor  
Anne Lazor