Westfield Selectboard Minutes
September 8, 2014 – 6 pm – Town Offices

Present were: Selectboard Members: Yves Daigle, Richard Degre; Jacques Couture; Treasurer Mary Lou Jacobs; Lister Scott Dunn; Guests Rachel and Nolan Gunn and Town Clerk LaDonna Dunn.

1. **Call Meeting to Order:** The meeting was called to order by Yves at 6:00 p.m.

2. **Additions and/or Deletions to the Agenda:** There were no changes to the agenda.

3. **Approve Minutes of the August 11, 2014 Meeting:** Jacques moved and Richard seconded to approve the minutes with corrections. Passed unanimously.

4. **Lister's Report-Scott Dunn:** Scott reported that CLA and COD percentages can trigger a State mandated town wide reappraisal. The Listers are waiting for the sales study numbers to be returned. It is possible we will need a reappraisal in the next couple of years. He told the Selectboard there is approximately $33,000.00 in the reappraisal cd fund. The town gets $8.50 per parcel/per year from the state to help offset the reappraisal costs. We currently have 518 parcels. Lowell and Montgomery recently reappraised at an approximate cost of $52,000.

5. **Appoint Librarian-3 Candidates:** Yves reported there were three people who expressed an interest in the Librarian position. Rachel Gunn was present and was asked to share with the Selectboard why she was interested in the job. She stated she likes books and people and can assist with computer questions as well as keeping the library clean. She has filled in for Tonya recently and has a feel for the job. Richard moved and Jacques seconded to hire Rachel Gunn for the position effective September 9, 2014. Passed unanimously.

6. **Update Fire Hydrant-Buck Hill:** LaDonna will contact the grant administrators and see where we stand with this and if we need to reapply for next year.

Road 7. **Town Highway Structures Program:** The applications are all approved for the Balance Rock site ($38,000) and the Buck Hill (below Quintal Pond) site ($48,000). We have until 2016 to complete the work but the State can cancel the program at any time according to the agreement. Yves will ask Eric Kennison to complete this project before the ongoing work on Balance Rock Road. The Selectboard wants to make sure that State funding is not lost by delaying the projects into next year.

8. **Cargill-Quote Letter:** Yves said Larry Kennison wants to get 75 tons of deicing salt this year. The quote is for 60 tons. Jacques moved and Richard seconded to order 75 tons. Passed unanimously. LaDonna will send in the signed agreement to Cargill and will notify Larry.

9. **Sheriff's Report:** There were 14 patrol hours and no fines issued in July.

10. **Better Back Roads Grant:** Yves reported the agreement is in place and Eric has copies.

11. LED Street Lights: The Selectboard reviewed the program information. It will take approximately 25 months before the Town will realize a savings of approximately $67.12 per month. We currently have 22 street lights in Westfield. Yves moved and Jacques seconded to move forward with further inquiries about the lights and complete the Incentive Agreement between the Town of Westfield and Efficiency Vermont. Passed unanimously. LaDonna will gather the required paperwork.

12. Update on Pine Tree: On October 7 both trees on the Dykeman property (School Street/North Hill Road) will be removed. Vermont Electric Coop (VEC) has agreed to split the cost of removing the large pine tree 50/50 with the Town. VEC will arrange for a 5 hour power outage. The Community Center will be the staging area. John Molleur of New England Tree Experts will be removing the tree with a crane and will handle traffic control and chipping the limbs. Roger Morin will grind down the stump. New England Tree Experts will bill the town directly for its 50%. All the work will be completed in one day. Robert Tetreault will take the logs. October 8 is the alternate date.

13. Appointment of Zoning Administrator: Jacques moved and Richard seconded to appoint Dennis Neumann to the position of Zoning Administrator effective January 1, 2015. Passed unanimously. Gordon Lesperance will work with Dennis to do some training during the next couple of months. Yves will arrange a meeting with Dennis and Gordon. LaDonna will provide copies of a Zoning Handbook, the Westfield Zoning Bylaws, pertinent statutes and any cheat sheets on when a permit is required, sub-divisions, wastewater permits, current use, etc. that may be helpful to Dennis.

14. Other Business:

A. Pike Industries will be tarring from the O'Donnell Farm to Route 100 on 9/9/14 at a cost of $30,100.00.
B. Yves reported the underground power line has been installed on Corrow Basin.
C. The Emergency Shelter Operations Team will meet on 9/16/14 at 7 pm.

15. Adjourn: Jacques moved and Richard seconded to adjourn at 7:15 pm. Passed unanimously.

Minutes submitted by: LaDonna Dunn

LaDonna Dunn, Town Clerk

Westfield Selectboard Approval Date:

October 13, 2014

Yves Daigle

Yves Daigle, Chair

Richard Degre

Richard Degre

Jacques Couture

Jacques Couture