

Westfield Selectboard-Budget Meeting Minutes
January 8, 2016 – 8 a.m. – Town Offices

Present were:

Selectboard members: Yves Daigle, Chair; Richard Degre and Jacques Couture; Treasurer: Mary Lou Jacobs; Town Clerk: LaDonna Dunn; for a portion of the Budget meeting Road Commission: Larry Kennison and Eric Kennison; and Librarian: Marylee Daigle.

1. Call Meeting to Order: Yves called the meeting to order at 8:10 a.m.

2. Additions and/or Deletions to the Agenda: LaDonna requested adding Dry Hydrant (Buck Hill Rd.) Flow Test and Newport Police Department Dispatch Meeting under Other Business.

3. Approve Minutes of the December 14, 2015 Selectboard Meeting: Motion by Richard and second by Jacques to approve the minutes as read with no corrections. Motion carried.

4. Update Town Garage Drain: The stall between Recycling and the Garage will be used for maintenance and a filter system will be installed in the floor drain. LaDonna will contact Tara at the Town of Jay to get the contact information to order the filters.

5. North Hill Cemetery Update (Land): Richard reported that Lonnie Brow has been to the Cemetery to begin the survey work. He has gotten the signatures from Merlin and Luke Backus to begin the State subdivision paperwork. He also discovered the Town owns the 50 feet of land behind the existing chain link fence going down the hill towards Merlin's new construction site. The Selectboard was in agreement that this land is steep and not suited for cemetery plots. There was a motion by Yves and second by Jacques to deed the back 50 feet of the Town's property to Merlin and Luke Backus since they are donating land to the Town to expand the Cemetery. Motion carried.

6. Draft 2016 Town and Road Budget:

- **Salary Increase:** The Selectboard was in agreement to increase the hourly rate of pay for town employees by \$1.00 per hour. This increase would make the Town Clerk, Town Treasurer and Recycling Managers rate of pay \$16/hr. The Road Commissioners new rate of pay would be \$17/hr. and other hourly employees would be \$13/hr. These increased wages were included in the proposed budget pending the acceptance of the voters at Town Meeting. The Selectboard discussed reviewing this annually rather than waiting years between wage increases as has been the past practice. The last pay increase was 5 years ago.
- **Library:** While discussing the Library budget the Selectboard was in agreement that:
 1. Old books can be discarded making sure to retain any books that have been signed by the author. Encyclopedias can be discarded. Richard will have his book specialist review the books we wish to discard to ensure they are not of value.
 2. The prep work required for Library programs/workshops should be done during the posted Library hours. It will be suggested that some volunteers assist with preparation for workshops if necessary.
 3. The Library will be open on Sundays excluding June, July and August.

- **Figuring Tax Rate:** The ADA ramp at the Library and the two road grants will be deducted from the money needed to run the municipal government and Highway Fund when the Articles are drafted for the Town Meeting Warning.
- **Appropriations:** The Selectboard was in agreement to increase the appropriations amount for the Jay Food Shelf to \$500 because in past years the voters have increased this appropriation to \$500 at Town Meeting.

7. Set Meeting Date to Approve Warning for Town Meeting: The next meeting was scheduled for Friday, January 29th at 8 a.m. to approve the budget and the Warning for Town Meeting. Later in the day the time was changed to 7:30 a.m. at the request of Jacques.

8. Other Business:

A. Dry Hydrant (Buck Hill Rd.) Flow Test: The site inspection with Grant Administrator, Troy Dare, was December 31, 2015 at which time the paperwork was turned in. The flow test must be performed by the Troy Fire Department before the grant payment will be issued. It was reported that Fire Chief, Bobby Jacobs said the water level in the pond needs to increase before a flow test can be performed. Bobby will speak with the Troy Dare to give him an update. Richard will follow up with Bobby.

B. Newport Police Department Dispatch Meeting 1/6/16: Jacques gave a report about the meeting he attended at the Newport Police Department. Many of the counties Towns were present to hear the presentation and ask questions. The consensus was that 911 dispatch services will not remain free much longer. The proposal is for the 22 service agencies that would be using the 911 dispatch service to split the funding estimate of \$218,000. There are still many unanswered questions about how the program would be administered. The Selectboard was in agreement to add a line item of \$10,000 for 'Dispatch Expense Anticipated' to the proposed budget and no further action was taken.

9. Adjourn: Motion by Jacques and second by Richard to adjourn at 1:15 p.m. Motion carried.

Minutes submitted by: _____
LaDonna Dunn, Town Clerk

Westfield Selectboard Approval:
Date: _____ **with** _____ **changes**

Yves Daigle, Chair

Richard Degre

Jacques Couture