

Westfield Selectboard Minutes
June 13, 2016 – 6:00 p.m. – Town Offices

Present were: Selectboard members: Yves Daigle, Chair; Richard Degre and Jacques Couture; Treasurer: Mary Lou Jacobs; Delinquent Tax Collector: Joyce Crawford (for a portion of the meeting); Road Commissioner: Larry Kennison (for a portion of the meeting); Town Clerk: LaDonna Dunn and property owners (for a portion of the meeting) Carolyn Lyster and Dave and Kellie Flanders.

- 1. Call Meeting to Order:** The meeting was called to order by Yves at 6:03 p.m.
- 2. Additions and/or Deletions to the Agenda:** added Cargill and Gorman Group pricing as #5D; added Library Report as #16 moving Other Business to #17 and Adjourn to #18.
- 3. Approve Minutes of the April 25, 2016 Selectboard Meeting:** Motion by Jacques and second by Richard to approve the minutes as read with no changes. So moved.
- 4. Delinquent Tax Process for 2016-17 - Joyce Crawford:** Joyce explained she would like to hold the delinquent tax sale in April rather than February for the upcoming year. The Selectboard agreed this was a good idea.
- 5. Roads:**
 - A. Sign Letter of Understanding with Larry Kennison:** Larry Kennison reviewed the Letter of Understanding that had been suggested by VLCT. Motion by Jacques and second by Richard to adopt the Letter of Understanding. So moved. The document was signed by all parties and the Treasurer will keep it on file and forward a copy to VLCT.
 - B. Order Missing Road Signs for Taft Brook Road, Buck Hill Road, Trumpass Road and Bessette Road:** Lowell is also experiencing people stealing road signs. LaDonna said the reported missing Buck Hill Road sign is in Lowell not Westfield. The Corrow Basin sign is also missing. The Bessette Road sign has already been ordered and is at the Town Garage ready for Eric Kennison to install. LaDonna got a preliminary quote from the Prison print shop and it seems we can save a little money by ordering from the Prison. Motion by Richard and second by Jacques to order the signs from the Prison print shop. So moved. Richard will work with Eric to get the missing road signs installed as well as the curve signs on North Hill Road.
 - C. North Hill Road & Reservoir Road-Denny & Carolyn Lyster and Dave & Kellie Flanders:** Residents from North Hill Road, Kellie and Dave Flanders and Carolyn Lyster, spoke to the Selectboard about the ongoing speeding problem on North Hill Road. Kellie said they moved into their house in September 2015 and have had 3 cars in their yard since that time. She suggested rather than having the Sheriff paroling up and down the road they should park on the Reservoir Road to catch speeders. They felt having a permanent speed sign with flashing lights might also help. The 'S' signs will be installed and the town will also order a 'Children at Play' sign. The Selectboard said they would contact the Sheriff's office and ask them to park on Reservoir Road to catch speeders, inquire about the speed cart being placed on North Hill Road and get the signs installed at the curve near Reservoir Road. Yves said he was just made aware that the barriers had not been ordered to block off Reservoir Road during the winter. The Selectboard will make sure those are in place to close the road for the winter of 2016/17.
 - D. Cargill & Gorman Group Pricing:** The pricing has remained the same as last year: Cargill \$83.73/ton for salt and the Gorman Group \$.94/gallon for chloride.

6. Treasurer's Report – Mary Lou Jacobs:

A. Approve Warrants for Expenditures dated 5/5, 5/11, 5/18, 5/26, 6/1 and 6/8/16: Motion by Richard and second by Yves to approve the warrants as listed. So moved.

B. Update on Acceptance of Credit Cards: Mary Lou reported the application has been completed and staff should receive training soon from The Satellite.biz. The Selectboard requested being informed when the training was to take place as they would like to attend.

C. Discuss Interest in Afflac Insurance: Mary Lou reported Afflac Insurance would like to offer Town employees life and disability insurance benefits which would be paid by the employee. There must be a minimum of 3 employees for the long term disability insurance so we would not be eligible for that program.

D. Selectboard to Sign Powers & Duties Form: The Selectboard reviewed and signed the Powers & Duties document presented by the Treasurer.

7. Update on Fence Removal at North Hill Cemetery: Yves stated Rob Brewster said he will have the fence removed by the fall. Yves read an email from Lynn Danforth expressing her concerns and dissatisfaction about the fence being removed from around the cemetery. She feels there could be vandalism. While the Selectboard understood her concerns, they were still in agreement to proceed with the removal of the fence.

8. Update on Fitz Small Claims Action: Our claim was reopened from 2014 with VLCT/PACIF. VLCT has hired Attorney Brian Monaghan from Burlington to represent the Town in this small claims action. He will be preparing the answer to the initial complaint by Gerald Fitz for the July 2, 2014 tree accident on Buck Hill Road.

9. Dog License Update – LaDonna Dunn: All dogs are licensed at this time.

10. Public Service Awards for 2016-Presented by LaDonna Dunn: Every 5 years the Secretary of State's office presents public service awards to community volunteers who have been in public service for 20 plus years. Westfield residents recognized were: Yves Daigle for 58 years; Louis Berthiaume for 57 years; Jacques Couture for 33 years; Richard Degre for 29 years; and Connie LaPlume for 24 years of service. They received a certificate and pin thanking them for their service.

11. Recycling Report:

A. E-Waste Collection Program Update: Yves stated a new contract has been negotiated. The Town can receive 8 cents/pound if we sort the covered electronic devices eligible for reimbursement. These items include: computers; computer peripherals (external drives, scanners, mouse, keyboard, speakers, cords, etc.); computer monitors; printers; cathode ray tubes (old style monitors and tv's); televisions; and power cords from above items. These items must be kept separated from the other e-waste items which are accepted at the Recycling Center for free. Motion by Jacques and second by Richard to continue accepting e-waste items at the Recycling Center. So moved.

12. Review Estimate PILOT on State Owned Property: Yves reported the PILOT program on state owned property estimated payment will be \$2,417. We also received an estimate for Hold Harmless (Current Use) of \$29,479. The budgeted amount was \$26,000.

13. Bikes on Playground and Tennis/Basketball Courts: Yves gave an update about the recent problems with children and a parent riding their bikes on the playground. The Selectboard was in agreement if the problems continue the Sheriff will be contacted.

14. Sheriff's Report for April and May: In April there were 22.75 patrol hours with no fines and in May there were 25 patrol hours with \$360 in fines reported.

15. Quotes/Contract for 2016 Town Report – LaDonna Dunn: LaDonna reported that Repro had sent a quote which if signed within 30 days would lock in the price from two years ago for the upcoming year. The UPS Store was contacted for a quote which came in quite a bit higher than what we paid last year. Motion by Jacques and second by Richard to sign a new two year contract with Repro locking in the price at \$790.00/ \$3.26 per copy for 230 books. So moved.

16. Library Report-Librarian MaryLee Daigle: MaryLee told the Selectboard she thought it would brighten up and improve the Museum display cases to paint the display shelving. She has been brainstorming to come up with ways to bring in more patrons. One idea was to have a small food and flea style market outdoors between the Library and the Daigle's house on Thursday mornings. This would bring in people who may not have been to the Library before. \$75 in donations has been raised so far this year. She had a birthday party downstairs which she received a donation for. The Selectboard wanted to make sure that the donation was comparable to what would be received if the Community Center was rented. She said it would be a minimum of \$50 since there is no kitchen or bathroom downstairs. The Selectboard authorized the painting of the display case shelving in the Museum.

17. Other Business:

A. Rescheduling of July 11 Selectboard Meeting to July 18 (Set Tax Rate):

LaDonna will be away at a conference during the regularly scheduled meeting. The Selectboard agreed to reschedule the meeting for July 18.

B. Ramp at Library: Yves reported he was very pleased with the work done on the ramp at the Library. The ramp ended up being a little longer than planned but Gosselin's kindly stayed with their quoted price. The railings will be installed soon.

18. Adjourn: Motion by Jacques and second by Richard to adjourn at 8:50 p.m. So moved.

Minutes submitted by: _____
LaDonna Dunn, Town Clerk

Westfield Selectboard Approval:

Date: _____ **with** _____ **changes**

Yves Daigle, Chair

Richard Degre

Jacques Couture