

**Westfield Selectboard Minutes**  
**October 8, 2018**  
**6 p.m. – Town Offices**

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- **Town officials present:** Selectboard members: Yves Daigle (Chair), Jacques Couture (Vice-Chair) and Anne Lazor; Town Clerk, LaDonna Dunn; Assistant Town Clerk, Heather Johnson; Road Commissioner, Eric Kennison (for a portion of the meeting); and Constable, John Hamelin (for a portion of the meeting)
  - **Others present:** None
1. **Call Meeting to Order:** Yves called the meeting to order at 6:00 p.m.
  2. **Additions and/or Deletions to the Agenda:** None
  3. **Approve Minutes of the 9/10/18, 9/18/18 and 10/1/18 Selectboard Meetings:**
    - **9/10/18 Minutes:** Motion by Jacques and second by Anne to approve with one change. Passed.
    - **9/18/18 Minutes:** Motion by Jacques and second by Anne to approve with no changes. Passed.
    - **10/1/18 Minutes:** Motion by Anne and second by Jacques to approve with no changes. Passed.
    - A. **Business/Discussion from the Minutes:** None
  4. **Planning Commission Update – Pat Sagui:** Tabled.
  5. **Library-Removal of Steel Book Box on Front Porch to Dumpster:** The Librarian has reported to Yves the steel box at the entrance of the Library for book returns is rotted out on the bottom. She would like it to be removed. All were in agreement for Yves to remove the box and take it to the steel bin at recycling.
  6. **Roads:**
    - A. **Status of Radar Signs for VT Route 100 – LaDonna Dunn:** LaDonna said Mary Lou is moving forward with the application process this week.
    - B. **Update on Better Road Grant Work on Buck Hill Rd. – Eric Kennison:** Eric said the grant work is complete on Buck Hill Road at Taft Brook going towards Lowell. He will be submitting his bills so the paperwork can be submitted to the State for reimbursement. Heather will work with Eric on in-kind grader work. Heather will do the paperwork to submit for grant reimbursement.
    - C. **Application for Better Roads Grant FY20 – Eric Kennison:**
      1. **Proposed Project Location/Budget and Motion to Apply for Grant:** The location is Taft Brook towards Westfield on both sides of the road. Jason Sevigny will be writing the grant. This will most likely be a Category C grant. There was a motion by Anne and second by Jacques to submit an application for a 2019/20 Better Roads – Category C Grant. Passed unanimously. The Selectboard signed the grant application.

**D. Acceptance/Signature of Pike Industries Paving Contract for Kennison Rd.:** Eric reported the paving contract is from the bridge near Luke Backus then 1850' towards North Hill Road. He may go a little further past the two culverts near Reservoir Rd. Any amount exceeding the \$32,704 contract will come out of the general road budget. The Selectboard was in agreement for Yves to sign the contract.

**E. Acceptance/Signature of Cargill Salt Contract:** Eric reported the price of \$86.48/ton is lower than last year's price. The Selectboard was in agreement for Yves to sign Cargill's contract. The Clerk will give the signed contract to the Treasurer for completion and submission.

**F. Ditch at Recycling:** Yves thanked Eric for digging the trench which will get the final camera online at the Recycling Center.

**G. Tree on Buck Hill Road:** Eric made the Selectboard aware that he will be talking to a property owner about limbing an old maple tree that is in the road. There is also a tree on Loop Road that needs trimming.

**7. North Hill Cemetery Shrub Removal:** Yves said someone cut down one large cedar shrub and a portion of a second cedar shrub on the Bowen plot. They left all of the brush along the fence. The Selectboard will remove the brush. Yves will cut the other shrub down and contact Roger Morin to grind the stumps. The Selectboard will try to find the responsible party to recuperate the cleanup costs.

**8. Unlicensed Dog on School Street:** The First Constable, John Hamelin, reported the dog has not been licensed yet. When John issued the second citation, the brother, who answered the door, said the owner of the dog (Bradley Staples) moved to New York. John was going to the house again, after the Selectboard meeting, to see if the dog was at the house.

**9. Municipal Planning Grant Update:** LaDonna reported the grant application was written by Alison Low at NVDA. The Selectboard and Pat Sagui reviewed it prior to submission which was completed by the grant deadline. The grant administrator said award notifications can take a few months.

**10. Treasurer's Report:**

**A. Approve Warrants Dated 9/12, 9/19 and 9/26/18:** There was a motion by Anne and second by Jacques to approve the warrants as listed. Motion passed.

**B. Discuss Edward Jones Investments:** Yves gave an update on CD's and reviewed the monthly Edward Jones Investment mailing. Jacques asked what the current CD rate is at the credit union. Mary Lou will be asked to get this info by the next meeting. Anne asked about bringing this up at Town Meeting to let the voters decide if additional funds will be invested with Edward Jones. More information will be gathered and this will be discussed at the next Selectboard meeting.

**C. Fire Extinguisher Bill:** Yves wanted the Selectboard to be aware that some fire extinguishers needed to be replaced because they did not meet the UL requirements. The fire extinguishers at the Town Garage were replaced this year because they did not pass the annual inspection.

**D. Open Enrollment for Health Insurance:** LaDonna discussed new pricing for the Platinum Plan on the Blue Cross and Blue Shield of Vermont health insurance. LaDonna is currently the only town employee insured on the plan. The new 2019 monthly premium will be \$786.86 which represents a \$34.94 per month increase over the 2018 rate for the same insurance. The Town pays 80% of the premium and the employee pays 20%. LaDonna said this is discussed at budget time but considering November 1, 2018 through December, 2018 is the open enrollment period, if the Selectboard would like to change the offering, now is the time to make the decision. There was a motion by Jacques and second by Anne to continue with the same Blue Cross/Blue Shield Platinum insurance plan at \$786.86/month with eligible employees on the plan paying 20% of the premium through a payroll deduction. The motion passed unanimously. The other eligible employee, Eric Kennison will be contacted by the Treasurer to see if he wants to continue to be covered by his personal insurance with a stipend from the Town.

**E. Establish Price to Sell Treasurer's Computer:** LaDonna reported a government wipe has been completed on the Treasurer's old computer at a cost of \$115 by PC Med. This completely wipes all the NEMRC sensitive information from the computer and restores it to the factory settings. The motion by Jacques and second by Anne to sell the computer for \$200 passed unanimously. The price includes the computer, monitor and keyboard. LaDonna/Mary Lou will advertise the computer on Craigslist and post a flyer in town.

**11. Village Center Designation Program Update:** Tabled.

**12. Recycling and Tire Update:** A plan is being worked on for the waste management district to pick up the tires in Westfield and we will pay the Troy Town Clerk for the tires at \$2/tire up to 17". Yves referenced a letter from the Good Point Recycling, the contractor that picks up our e-waste. It said Good Point Recycling collected 5 million pounds of electronics in 2017. The letter stated "after several meetings, we have to announce a change in fees for non-covered devices beginning September 1, 2018. Due to negative plastics markets, new ANR Procedures, and increasing payroll costs, Good Point Recycling must follow the lead of other recyclers and charge a 15 cent per pound fee for the current mix of "non-covered" devices. Alternatively, will continue to accept metal breakage (VCRs, stereos, etc.) and antiques for free (no cherry picking), but may then charge up to 30 cents per pound for CRTs and other non-covered displays on a case-by-case basis". Yves said e-waste includes computers, printers, monitors, keyboards, radio's, television remote controls. He said employees at recycling centers are required to be certified to accept e-waste. Yves has been certified.

**13. Community Center:**

**A. Oil Tank Replacement at Community Center:** Yves is ready to purchase the replacement oil tank from Pick and Shovel. He will paint it and move it into the cellar where it will stay until the fuel is used up in the old tank and the tanks are swapped out.

**B. Dishwasher:** The parts are on order. The leak has been fixed. LaDonna called Nadeau's to check the status and is waiting for their return call. The dishwasher is functional until the parts arrive.

**C. Sewer:** Yves said the work will be done before winter. He will coordinate with Rondeau's and Eric Kennison.

**14. Sheriff's Report for August:** There were 21 patrol hours (18 patrol and 3 administration) and no citations reported for August.

**15. Discuss Replacement Candidates for Vacant Town Officer Positions:** Possible candidates were discussed. The Planning Commission will be making recommendations to the Selectboard for the vacancies on their Board. Kay Courson, Chair of the Auditors, will be contacted to see if she has any recommendations. The Clerk will check with the Secretary of State's office to see if the position of Town Agent is still required by statute. The positions will be posted in town to seek candidates for the Planning Commission (2 positions), Town Agent and Auditor.

**16. Other Business:**

**A. Swing at Playground:** Yves said the new leg will be put in place this week to repair the tire swing. The leg was replaced by the manufacture at no cost to the town.

**17. Adjourn:** Following a motion by Anne and second by Jacques, all were in agreement to adjourn the meeting at 8:40 p.m.

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Minutes submitted by: \_\_\_\_\_

LaDonna Dunn, Town Clerk

**Westfield Selectboard Approval: Date: \_\_\_\_\_ with \_\_\_\_\_ changes**

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Yves Daigle, Chair

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Jacques Couture

\_\_\_\_\_  
Anne Lazor