

**WESTFIELD SELECTBOARD PUBLIC HEARING FOR ZONING BYLAW
& WESTFIELD SELECTBOARD MEETING
Agenda
March 18, 2024 @ 5:00 p.m.
Westfield Town Office, 38 School Street**

ZONING BYLAW PUBLIC HEARING

1. Call Hearing to Order – Jacques Couture, Chair:
2. Review Hearing Procedures:
3. Public Questions/Comments:
4. Create a Development Review Board:
5. Adjourn Hearing:

SELECTBOARD MEETING

1. Call Meeting to Order – Jacques Couture, Chair:
2. Public Comment – 5 Minutes:
3. Additions and/or Deletions to the Agenda:
4. Approve Minutes:
 - A. Selectboard Meeting Minutes 2-12-24: *(emailed in advance)*
 - B. Joint Selectboard Meeting Minutes on Rasputitsa Bike Event 2-21-24: *(emailed in advance)*
 - C. Town Meeting Minutes 3-5-24: *(emailed in advance)*
5. Adopt Zoning Bylaws:
6. Organizational Tasks/Appointments (24 V.S.A. §871):
 - A. Elect Chair & Vice Chair (currently Jacques Couture and Richard Degre):
 - B. Elect Selectboard Clerks (currently LaDonna Dunn and Niki Dunn (minutes)):
 - C. Oath Given to New Selectboard Member, Richard Degre, by Town Clerk:
 - D. Establish Regular Meeting Dates and Times (currently 3rd Monday each month at 5pm):
 - E. Re-adopt Selectboard Rules of Procedure: *(emailed in advance)*
 - F. Designate Three Posting Locations (currently Clerks Office, General Store and Recycling Center):
 - G. Select Newspaper of Record (currently Newport Daily Express):
 - H. Appointment of Tree Warden (currently the Selectboard):
 - I. Appointment of Pound Keeper (currently Normand Piette):
 - J. Appoint NEKWMD Supervisor and Alternate (currently Jacques Couture and Richard Degre):
 - K. Re-adopt Purchasing Policy: *(emailed in advance)*
 - L. Re-adopt Policy Regarding Conflict of Interest and Ethical Conduct: *(emailed in advance)*
7. Update on Energy Audit Results (MERP) – Carter Finegan, NVDA: *(emailed in advance)*
8. Highway Update – Eric Kennison, Road Commissioner:
 - A. Rate Sheet Dated 1/1/24-12/31/24:
 - B. Letter of Understanding: *(emailed in advance)*

- C. Grant for Taft Brook Culvert: *(emailed in advance)*
- 9. Library Update – Jennifer Johnson, Librarian:
 - A. Library Website/ Facebook Page:
- 10. Discuss and Appoint Delinquent Tax Collector:
- 11. Treasurers Report – Lisa Deslandes:
 - A. Approve Warrants 2/13/24 \$12,932.82 (bills), \$6,013.23 (payroll); 2/21/24 \$8,002.23 (bills); and 2/28/24 \$30,043.78 (bills), \$6,851.55 (payroll):
 - B. Review General & Highway Fund Budget Status Reports *(emailed in advance)*:
 - C. Review Investments *(emailed in advance)*:
 - D. Edward Jones CD Expiring, Grader \$4,996.90:
 - E. Personnel Policy - Exempt Employees: *(emailed in advance)*
- 12. Discuss Purchase of Map Cabinet Storage Accessories: *(emailed in advance)*
- 13. Update on Vault Digitization with ARPA Funds:
 - A. Scanning In-House Vs. External Company:
 - B. Approve Purchase of Scanner: *(emailed in advance)*
- 14. Orleans County Tax (Rate of Taxation .0135, \$13,759.50 total due): *(emailed in advance)*
- 15. Recycling Update:
 - A. Recycling Schedule for April:
- 16. Sign Engagement Letter Bauer Gravel Farnham, LLP: *(emailed in advance)*
- 17. Sheriff's Report for December 2023 & January 2024: *(emailed in advance)*
- 18. Approve Westfield General Store Liquor License:
- 19. Discuss Mowing Contract:
- 20. Update Local Emergency Management Plan (LEMP): *emailed in advance*
 - A. Appoint a Second Voting Member to the Regional Emergency Management Committee (REMC):
- 21. Update on Village Wastewater Project – Pat Sagui, Planning Commission Chair:
- 22. Executive Session (if needed):
- 23. Other Business:
 - A. Possible Dates for Annual AOT Meeting:
- 24. Adjourn: