

WESTFIELD SELECTBOARD MEETING

Agenda

March 9th, 2026 @ 5:00 p.m.

Westfield Town Office, 38 School Street

<https://us06web.zoom.us/j/2250879875?pwd=UjB5ZlpodkJEeEVlL3RYSTdTeWdDdz09&omn=85132390278>

Meeting ID: 225 087 9875 Passcode: 169484 **Join By Phone:** +1 646 558 8656 US (New York)

1. Call Meeting to Order – Jacques Couture, Chair:
2. Public Comment – 5 Minutes:
3. Additions and/or Deletions to the Agenda:
4. Organizational Tasks/Appointments (24 V.S.A. §871):
 - a. Elect Chair & Vice Chair (Currently Jacques Couture & Richard Degre):
 - b. Elect Selectboard Clerks (Currently LaDonna Dunn and Niki Dunn-minutes):
 - c. Oath Given to New Re-Elected Selectboard Member, Dennis Vincent, by Town Clerk:
 - d. Establish Regular Meeting Dates & Times (Currently 3rd Mon. 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)*
5. Approve Minutes: *(emailed in advance)*
 - a. Approve Minutes of the 2-16-26 Selectboard Meeting:
 - b. Approve Minutes of the 3-3-26 Annual Town & School Meeting:
6. Correspondence:
 - a. Public Utility Commission Modification on Existing Telecommunication Structure at 649 Loop Road: *(emailed in advance)*
7. Library Report:
8. Adopt Westfield Class 4 Highway & Legal Trail Ordinance: *(emailed in advance)*
9. Treasurers Report – Lisa Deslandes:
 - a. Approve Warrants for February 2/10/26 \$16,319.19 (Bills) & \$6,766.03 (Payroll); 2/17/26 \$49,928.67 (Bills); 2/20/26 \$15,249.19 (Bills); 2/24/26 \$1,242.28 (Bills) & \$6,796.21 (Payroll): *(emailed in advance)*
 - b. Review General & Highway Fund Budget Status Reports: *(emailed in advance)*
 - c. Discuss/Approve Getting Quotes for New Alarm System at Town Office:
10. Highway Update – Eric Kennison:
 - a. Sign Letter of Understanding Between Kennison & Son Excavating, Inc and the Town of Westfield for January 1st, 2026, through December 31st, 2026: *(emailed in advance)*
 - b. Approve Kennison & Son Excavating, Inc Price Sheet for FY26:

- 11. Approve Westfield General Store Liquor and Tobacco Licenses:**
- 12. MERP Update: (emailed in advance)**
 - a. Library Insulation:**
 - b. Timeline for Next Projects:**
- 13. Village Wastewater Study:**
 - a. Discuss Potential Dates for April 90% Progress Meeting:**
- 14. Review County Tax FY26: (emailed in advance)**
- 15. Recycling Updates:**
 - a. Schedule for April:**
 - b. New Procedure for Hardback and Softback Books:**
- 16. Sheriff's Report January 2026: (emailed in advance)**
 - a. Tickets: 1, Warnings: 0, Fines: \$105, Arrests: 0, Hours Billed: 11.25**
 - b. Contact Sheriff's Department to let them know about New Contract Amount of \$17,485:**
- 17. Resignation Letter from LaDonna Dunn, Town Clerk:**
- 18. Executive Session (if needed):**
- 19. Other Business:**
 - a. Selectboard Meeting – MERP Solar Bids – March 19th @ 4:30PM:**
 - b. Agency of Transportation Meeting April 10th @ 1PM:**
- 20. Adjourn:**