

Westfield Selectboard Minutes
May 26, 2021 @ 5:00 p.m.
Westfield Town Offices & via Zoom

Due to COVID-19 an electronic option was offered via Zoom.

Town Officials Present: Selectboard members: Yves Daigle (Chair), Jacques Couture (Vice-Chair) and Anne Lazor; Treasurer, Mary Lou Jacobs; Town Clerk, LaDonna Dunn; and Lister Chair, Danny Young (for a portion of the meeting)

Members of the Public Present: Shelley Martin

1. **Call Meeting to Order – Yves Daigle, Chair:** Yves called the meeting to order at 5:15 p.m.
2. **Public Comment – 5 Minutes:**
 - Jacques reported he participated in the conference call about the American Rescue Plan Act (ARPA) of 2021. He learned VLCT will serve in an advisory capacity helping towns to learn what this money can be used for and how to navigate through the process. Dave Snedeker from NVDA hosted the meeting. The speakers urged towns to be thinking of needs in their communities and where to best utilize the funds. There is no town financial match for this money as with other traditional grants the town receives. Possible areas to use the funds included: digitizing land and vital records in the Town Clerks vault; land/vital record restoration; and broadband coverage. NVDA said separate funds are being allocated to CUDS for broadband. The Selectboard thought it would be a good idea to have a representative from VLCT attend a future meeting to discuss this further.
3. **Additions and/or Deletions to the Agenda:** None
4. **Approve Minutes of the 4/19/21 Selectboard Meeting:** Tabled
 - A. **Business from the Minutes:** None
5. **Discuss/Appoint Candidate for Lister Position (Shelley Martin) – Lister Chair, Danny Young:** Yves stated Shelley Martin has expressed interest in being a Lister. Shelley was present at the meeting. Yves asked her why she was interested in the position. Shelley stated she wanted to get involved in the community and town. She worked in the Financial Department for the City of Davis in California for nine years before moving to Vermont. She has been in Westfield for almost 25 years and is now retired. She thought it was a good time to get involved. She also worked for the State of Vermont for almost twenty years in the Environmental Assistance Division within the Department of Environmental Conservation for the Agency of Natural Resources. Danny Young said the Listers worked with Shelley for a few hours, and it went well. Jacques was pleased there was someone interested in serving as a Lister. There was a motion by Jacques and second by Anne to appoint Shelley Martin to the Board of Listers to serve until Town Meeting. Motion passed unanimously. LaDonna explained that Shelley could run for the unexpired Lister term at Town Meeting 2022 if she liked the position and wished to continue.
6. **Make Recommendation to Health Commissioner for Town Health Officer (Theresa McAvinney):** LaDonna reported after Theresa read the manual, she declined the position. Shelley asked what was involved with the job. Mary Lou explained the types of calls she went on when she was the Town Health Officer. These calls involved mold complaints, septic issues, dog bites, and picking up needles from the roadside. Shelley volunteered to be the Town Health Officer. There was a motion by Anne and second by Jacques to recommend Shelley Martin as Town Health Officer. Motion passed unanimously. The Clerk was instructed to mail the Selectboards recommendation form to the Commissioner of Health. This position is appointed by the Vermont Commissioner of Health. Once appointed Shelley will be notified by the State.
7. **Evaluate New Trash Setup and Pricing – Treasurer, Mary Lou Jacobs:** Mary Lou said she received a statement from Dave's. She said to get an accurate assessment we need to have the cash turned in weekly and we need the receipt that shows the pounds from the hauler on a weekly basis. Yves will ask Dave's for a larger rolloff. This will be evaluated once we have a months' worth of weight receipts and trash money. It was also decided that Mary Lou will give Yves \$100 start change to keep out each week..

8. **Review and Sign Local Emergency Management Plan (LEMP):** The Selectboard reviewed the LEMP document that was updated by Anne and LaDonna. Motion by Jacques and second by Anne to adopt the Local Emergency Management Plan (LEMP). LaDonna will submit to NVDA for their review before sending it to the State of Vermont Emergency Management Division. Shelley asked if anyone had talked to the state about their extensive plan. Anne said one of the changes that she made was to give a higher rating/priority to infectious diseases.

9. **Other Business:**

A. Board of Civil Authority (BCA) Biennial Checklist Review: LaDonna polled the Selectboard for the best possible dates for the required meeting. It was determined July 12th at 5 or 6 p.m. would be best for the Selectboard members. LaDonna will poll the other members of the BCA (Justices of the Peace).

B. Library Computer Purchase: LaDonna emailed the Selectboard that MaryLee felt only one new computer was needed. MaryLee stated she wanted to use the remaining money from the grant to buy a picnic table for the outside area so people can sit outside when accessing the Wi-Fi afterhours. MaryLee has cleaned out the history memorabilia room by relocating those items upstairs in the museum. By doing this the computer can be on the wall abutting the other computer lab. According to Carrie Glessner there will be little wiring required. Anne stated she felt it would be better to have two new computers. Jacques suggested if a picnic table is purchased it not be the wood type that would deteriorate in seven years. Shelley suggested something could be purchased from the State Surplus in Waterbury. Jacques asked if there was a timeline to use the money from the grant. Jacques wanted to know if there was something else more beneficial the library could use. Anne asked if MaryLee had signed up for computer classes. LaDonna suggested MaryLee should come to the next meeting to give the Selectboard an update. No decision was made.

C. Seed/Topsoil at Jerry Bouchard, Jr. and Alicia Couture's yard: LaDonna stated she has been contacted twice by Jerry to see when the seeding & topsoil can be put in around the radar sign in their yard. It was discussed that the radar sign by the Recycling Center is not working. Jacques will look at it to see if it needs to be reset.

D. Dykeman Culvert: LaDonna reported Debbie said her culvert is plugged up. Eric Kennison will be asked when he will get the new culvert installed. Yves suggested because Eric is so busy, maybe the Selectboard should consider hiring someone else to do these small jobs.

10. **Adjourn:** Following a motion by Anne and second by Yves all agreed to adjourn the meeting at 6:45 p.m.

Westfield Selectboard Approval: Date: 6/21/21 with 0 change(s)

Yves Daigle, Chair

Jacques Couture
Jacques Couture, Co-Chair

Anne Lazor
Anne Lazor

Minutes submitted by: LaDonna Dunn
LaDonna Dunn, Town Clerk & Selectboard Clerk