

## Westfield Selectboard Agenda

October 11, 2021 @ 5:00 p.m. In-Person Meeting at the Westfield Town Office, 38 School St.

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**Town Officials Present:** Selectboard members: Jacques Couture (Chair), and Anne Lazor; Treasurer, Mary Lou Jacobs; Town Clerk, LaDonna Dunn; Assistant Town Clerk, Karen Blais; Planning Commission Chair, Pat Sagui (for a portion of the meeting); CUD Representative, Carrie Glessner Young (for a portion of the meeting); and Road Commissioner, Eric Kennison (for a portion of the meeting).

1. **Call Meeting to Order – Jacques Couture, Chair:** Jacques called the meeting to order at 5 p.m.
2. **Public Comment – 5 Minutes:** None
3. **Additions and/or Deletions to the Agenda:** Added as 9E: Cement Slab for Rolloff at Recycling Center.
4. **Approve Minutes of the 9/29/21 Meeting:** There was a motion by Anne and second by Jacques to approve the minutes.
5. **Update on Special Selectboard Australian Ballot Election 12/15/21:** LaDonna reviewed the flyer that will be distributed at Recycling and posted on the website and social media. The Selectboard approved the flyer explaining the purpose of the election and the process to become a candidate, along with the deadlines.
6. **Road Update:**
  - A. **Update Better Roads Projects/Grants:** More ditching and new culverts on Buck Hill Road are being planned. Jason Sevigny is helping Eric complete the paperwork by the deadline for the upcoming grant cycle.
  - B. **Update on Grants in Aid Work:** Eric said he has to remove a very large rock and re-mulch at the Monteith Road site. After completion, Doug Morton from NVDA needs to inspect the work and sign off on it. Eric will talk to Doug about his availability.
  - C. **Status of Salt Order for Winter:** Eric will make a call to see where the contact is. He said he has enough salt right now to put the sand up.
  - D. **Possible Grant for Taft Brook/Buck Hill Culvert:** Eric met with Sara Demsel regarding tributaries and the possibility of fixing five culverts (Sniderbrook at Buck Hill and Balance Rock at Ducharme Basin). She told Eric she is doing some engineering at their expense and will bring this to the Selectboard for discussion in the future.
  - E. **Reclassifying Reservoir Road and Lane Road:** Reservoir Road is a class 3 road. New property owner, Marc Olhoeft, who will be building on the Reservoir Road has asked Eric to plow the road this winter. It is usually closed beginning December 1 each year. There was discussion about reclassifying Reservoir Road as well as Lane Road. LaDonna will talk with Jason Sevigny about coming to a meeting to discuss this process. No action was taken.
  - F. **Wild & Scenic River Community Grants-Deadline 11/1/21:** This is on the Loop Road near Emily Austin's.
7. **CUD Update and NEK Broadband Member Community Survey – Carrie Glessner-Young:** Carrie gave an update about the progress the Communications Union District (CUD) has made. She said currently, the ARPA money is the major infusion of dollars funding the project. Carrie stated in a few years the CUD will be a competitor to other internet companies. She explained the Community Survey is a way to get a resource list of potential existing sites. Rather than building something from scratch, the CUD may be able to tap into an existing resource a town already has. Tapping into existing resources will save the CUD money and allow more connectivity to happen faster. It was decided the only feasible location in Westfield would be near the generator at the Community Center. A 10' x 10' pad could be laid to house a connection hub cabinet. Carrie will complete the survey for Westfield.
8. **Treasurer's Report – Mary Lou Jacobs, Treasurer:**
  - A. **Approve Warrants for Expenditures Dated: 10/7/21 \$7261.31:** There was a motion by Anne and second by Jacques to approve the warrant as listed.

**B. Review Budget Status Report, Checking Account Balance & Investment Accounts:**

- The 9/30/21 Community National Bank General Fund checking account balance was \$662,090.83. Also at Community National Bank: Restoration Fund savings \$6,480.98; Grader Fund CD \$7,534.03; Reappraisal Fund CD \$5,022.69; Unexpected Expense CD \$10,045.37; and Good Neighbor Fund CD \$31,872.08.
- North Country Federal Credit Union Investment Accounts: Reappraisal CD \$4,474.94; debit account and savings \$415.49.
- Edward Jones Investment accounts total: \$167,807.13 (a decrease from the August total \$168,330.62)

**9. Recycling Update:**

**A. Update on Applicants for Recycling Center Attendant & Make Schedule for Oct. & Nov.:**

The Selectboard had hoped there would be multiple applicants so a team approach could be taken by hiring a few people to alternate weeks. People seem reluctant to commit to Saturdays especially with the cold months upon us. It was decided to alternate weeks between Jacques, Anne and LaDonna until permanent workers can be hired. Whoever is working will be responsible to find their own helper for that week.

**B. Update on Town of Troy Tire Pickup & Discontinuance of Accepting Tires from Commercial**

**Businesses:** Jacques reported the Town of Troy has decided to postpone the tire pickup until Spring 2022. Jacques said the cost to dispose of tires at the Northeast Kingdom Waste Management District is going from \$130/ton to \$180/ton. There was a discussion about commercial auto repair businesses bringing their tires to the Recycling Center. They charge to take those tires from their clients and at a much greater fee than the Town charges. Accepting tires is an expense for the Town. There was discussion about keeping the tire cost as close to the Town's expense as possible, so people will pay to bring their tires rather than dumping them on the roadside. After considerable discussion, there was a motion by Jacques and second by Anne to no longer accept tires from commercial establishments. LaDonna will make signs for recycling and post the new policy on the website and also on Facebook alerting people of this change.

**C. Status of Cameras:** The cameras are operational. Recycling workers need to be trained on how to playback the feed. The Selectboard and Town Clerk will also sit in when D & D does the training.

**D. Request from NEKWMD to Plant Tree in Honor of Yves Daigle:** Postponing until the spring was discussed. Jacques will discuss with Paul Tomasi at NEKWMD. It was decided to plant the tree near the sign at the Town Office.

**E. Cement Slab for Rolloff:** The revised quote from Richard McAllister Concrete was reviewed in the amount of \$7,100 (see attached quote). Anne said we may need to get a compactor eventually. The site work will be completed on 10/12/21 by Eric Kennison and the cement work will be completed the same week. There was a motion by Anne and second by Jacques to accept the revised quote of \$7,100 from Richard McAllister Concrete.

**10. Sheriff's Report for August & September:**

- August: Two fines totaling \$286 with no arrests and 11 total hours.
- September: One fine totaling \$220 with no arrests and 9.75 total hours.

**11. Cemetery Plots:**

**A. Sign Quit-Claim Deed for Farney Plots (7) Sold at North Hill Cemetery:** Signed. The Clerk will record in the land records. Cornerstones have been ordered and will be placed in the cemetery before winter.

**B. Sign Quit-Claim Deed for Flint/Wilson Plot (1) Sold at North Hill Cemetery:** Signed. The Clerk will record in the land records. Cornerstones have been ordered and will be placed in the cemetery before winter.

**12. ARPA Funding-Suggestions for Uses:** LaDonna will look on VLCT's website to see if there is a form that can be filled out by those requesting a portion of the ARPA funds. Pat Sagui said the Planning Commission was considering if there would be more density with development and how that would impact water and sewer capacities in the Village. The Planning Commission wondered if the Selectboard/Town should have a conversation with the Troy Selectboard about joining the Troy Sewer District. They also feel this is important to explore because most of the private sewer systems in the Village Zoning District are the original systems and, in the years to come could become faulty. They wondered if this communication should be Selectboard to Selectboard or come from the Planning Commission. Jacques thought, if it was

even a possibility, it would be very costly. He said he felt it would be quite a lot more than the Town would be receiving from the ARPA funds. The Planning Commissions idea will be considered. Pat is planning to attend the October 19<sup>th</sup> ARPA webinar sponsored by NVDA/VLCT.

**13. Executive Session:** There was a motion by Anne and second by Jacques to enter Executive Session to discuss a confidential attorney/client communication. Motion by Jacques and second by Anne to exit Executive Session and resume the meeting.

**14. Other Business:**

**A. Next Selectboard Meeting Date:** November 15, 2021, 5 p.m. at the Town Office.

**15. Adjourn:** Following a motion by Anne and second by Jacques, the meeting adjourned at 8:25 p.m.

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Westfield Selectboard Approval: Date: 12/7/21 with 0 change(s)

Jacques Couture  
Jacques Couture, Chair

Anne Lazor  
Anne Lazor

Minutes submitted by: LaDonna Dunn  
LaDonna Dunn, Town Clerk