

WESTFIELD SELECTBOARD MEETING
Minutes
October 28th, 2024 @ 5:00 p.m.
Westfield Town Office, 38 School Street, With Zoom Option

Town Officials Present: Jacques Couture, Selectboard Chair; Dennis Vincent, Selectboard; Richard Degre, Selectboard; LaDonna Dunn, Town Clerk; Lisa Deslandes, Treasurer; Niki Dunn, Selectboard Clerk; Mike Piper, Constable (Partial Attendance); Danny Young, Lister (Partial Attendance); Shelley Martin, Lister (Partial Attendance); Will Young, Zoning Administrator (Partial Attendance)

Others Present: Rosemary Croizet (Partial Attendance), Gerard Croizet (Partial Attendance), Cyrus Eastman (Partial Attendance), Anastasia Rousseau (Partial Attendance)

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1. **Call Meeting to Order – Jacques Couture, Chair:** Jacques called the meeting to order at 4:58pm.
 2. **Public Comment – 5 Minutes:** None
 3. **Additions and/or Deletions to the Agenda:** LaDonna added 17B - Set dates for budget meetings.
 4. **Approve Minutes of the 9-16-24 Selectboard Meeting: (emailed in advance)** Richard motioned to approve the minutes from the 9/16/24 meeting, Dennis seconded. Motion passed.

A. Business from the Minutes: None

5. **Sign Land Use Program Withdrawal, Lazor Farm – Danny Young & Shelley Martin, Listers:**
Danny explained that this form is due to removing ½ an acre of land from current use. This was triggered when the new deeds were signed between the town and Lazor Farm involving the change in Trumpass Road eighteen years ago. There will be no monetary charge to the town regarding this. Dennis motioned to sign the Land Use Program Withdrawal form; Richard seconded. Motion passed. Selectboard signed the form.

6. **Discuss Legal Trail/ Create Policy for Legal Trails – Will Young, Zoning: (emailed in advance)**
Will would like to see a policy regarding legal trails for any future issues involving development on these roads. This would aid in zoning applications and DRB hearings. Crawford Trail is the road currently at issue in an upcoming DRB hearing. The legal trail portion of Crawford Trail is .67 of a mile, this is the length of the road that Will would like a determination on as far as the town's responsibility regarding the roads, specifically the right of way. The only reference to right of way found so far is in various property owners deeds which does not have any legal standing regarding the entire length of the legal trail. Reclassification of the road from a class 4 to legal trail was found around 1986-87, but there is no mention of right of way. Jacques would prefer to get some legal advice as to how to proceed. LaDonna feels that the town attorney can go into the land records and search to see if they can find any legally binding documents regarding the right of way. Will explained that there are statutes around legal trails and what to do if the land records do not specify a right of way, with the standard being 49.5 feet (3 rods wide). Dennis motioned to hire the town attorney to give guidance on moving forward regarding legal trail policies and legal trail right of way, Richard seconded. Motion passed. Rosemary noted that she is pleased that the selectboard will be taking the time to weigh the decision with all the information available and would like them to think of all landowners involved and how changes affect everybody.

7. **Library Update: (emailed in advance)** Selectboard received and reviewed the update. LaDonna noted that the CAP grant regarding care for the taxidermy items required some questions to be answered before the consultants come to the library. She went through the questions with the selectboard, and they answered to the best of their knowledge. Mike Piper noted that the water line outside needs to be done before winter. Rosemary noted that the trustee meeting minutes that used to be in the library are gone. Richard will call B&H Plumbing to get all the furnaces serviced.

8. **Highway Update – Eric Kennison, Road Commissioner:**

A. Current Grants:

- i. BR1104 Better Roads Grant (TH2/ Route 58) \$15,000 – Submitted for Reimbursement 10/24/24
- ii. GA0461 Grants in Aid \$12,500 – Submitted for Reimbursement 10/24/24
- iii. Wild & Scenic Grant – Submitted for Reimbursement 10/24/24

B. Sign TA65 Form for Paving Grant: Selectboard signed. \$44,725.88 is the town's portion of the bill, the amount budgeted was \$40,000.

C. Application/ Location of 24/25 Wild & Scenic Grant: This grant is due November 1st; Eric needs to give a location to LaDonna before this can be applied for. She did let him know already that she needs this information.

D. There was a second Grants in Aid that was not done, that money is not available now.

9. Treasurers Report – Lisa Deslandes:

A. Approve Warrants for September 9/4/24 \$10,500 (Bills); 9/10/24 \$40,017.86 (Bills), \$5,772.55 (Payroll); 9/19/24 \$9,000 (Bills); 9/24/24 \$6,832.55 (Bills), \$16,365.38 (Payroll): Richard motioned to approve the warrants for September, Dennis seconded. Motion passed.

B. Review General & Highway Fund Budget Status Reports: (emailed in advance) No questions.

C. Review Investments: (emailed in advance) No questions.

D. Choose 2025 Healthcare Plan (Currently have MVP VT Platinum): (emailed in advance)

Lisa noted that the increase for 2025 for the current plan will be \$108.23 a month for the single plan, and \$304.12 per month for the family plan. The total cost per month will now be \$1,203.09 for a single plan and \$3,380.68 for a family plan. The Blue Cross Blue Shield plans averaged around \$100 more per month than MVP. Richard motioned to approve the MVP VT Platinum Plan for 2025, Dennis seconded. Motion passed. The board will decide at the budget meetings what percentage of the plans the town pays and what percentage the employee pays.

10. Update on ARPA Funds:

A. Request for Purchase of Chairs at Community Center: (emailed in advance) Connie LaPlume is looking for around 13 chairs to replace the ones where the metal backing is coming loose, can get a final number from her on how many chairs she needs before ordering. Richard noted that Costco has some for around \$20 a piece, metal with padding. The board agreed to purchase the chairs.

B. Current List of Anticipated ARPA Projects: There was \$36,811 left as of the meeting. The MERP grant has not been decided upon yet, which would affect how much is left. The sign still needs to be purchased. The Community Center windows will be around \$20,000 but could be covered by MERP. There is an unanticipated expense fund that could be used if needed for the windows.

C. Update on Digital Display for Recycling Center: Needs to be ordered. Comes with a template to build the base and that will be sent as soon as the order is placed so the concrete work can get started before the sign arrives. No interested parties came to the DRB hearing, so no appeal can be made against the decision.

11. Decide on Date for Removal of Porta Potty & Tennis/ Pickleball Nets: November 1st is the usual date for the porta potty removal. LaDonna will call to get that picked up. She would like to play it by ear on getting the nets put away as people are still coming to use them almost daily. The nets can be stored at the library in the basement.

12. Choose Date for Caroling on the Common (Jay is having theirs 12/6/24): Caroling on the Common will be held on December 12th.

A. Authorize Purchase of Christmas Lights: Some sets needed to be thrown out last year. Richard will pick some up when he goes to Home Depot.

13. Appoint New E911 Coordinator: Will Young has been thinking about it but would like some more time to discuss it with the outgoing coordinator. LaDonna explained that after giving each new house a

number there are some maps and paperwork to do to get the address into the E911 database. This will be put on the agenda for next meeting.

14. Sheriff's Report – August & September 2024: (emailed in advance) August – 0 Tickets, 2 Warnings, 0 Arrests, \$0 Fines, 16.5 Hours Billed. September – 0 Tickets, 2 Warnings, 1 Arrest, \$0 Fines, 26.75 Hours Billed.

15. Recycling Update:

A. Schedule for November:

November 2nd – Jacques

November 9th – Richard

November 16th – Maurice, Roger

November 23rd – Dennis

November 30th - Dennis

16. Executive Session (Anticipated): Richard motioned to go into executive session for a personnel issue at 6:12pm, Dennis seconded. Motion passed. Dennis motioned to leave executive session at 6:32pm with no actions taken, Richard seconded. Motion passed.

17. Other Business:

A. November 12th at 6pm, Westfield Community Center – Joint meeting of the Selectboard and DRB: LaDonna will warn a simultaneous meeting so the board can act on information on the legal trail if they are ready to do so.

B. Set Dates for Budget Meetings: December 6th 12:30pm- General Fund Budget. December 13th at 12:30pm – Highway Budget.

18. Adjourn: Dennis motioned to adjourn at 6:32pm, Richard seconded. Motion passed.

Westfield Selectboard Approval Date: 11/18/24 with Ø change(s)

X Jacques Couture
Jacques Couture
Selectboard Chair

X Richard Degre
Richard Degre
Selectboard

A handwritten signature in black ink, appearing to read "Dennis Vincent". The signature is written in a cursive style with a large initial "D" and "V".

Dennis Vincent
Selectboard