

**Westfield Selectboard Minutes**  
**October 12, 2015 – 6 p.m. – Town Offices**

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**Present were:**

Selectboard members: Yves Daigle, Chair; Richard Degre and Jacques Couture; Treasurer, Mary Lou Jacobs; Town Clerk, LaDonna Dunn; Librarian, Marylee Daigle and guest Merlin Backus

1. **Call Meeting to Order:** Yves called the meeting to order at 6:04 p.m.
2. **Additions and/or Deletions to the Agenda:** No changes were made to the agenda.
3. **Approve Minutes of the September 14, 2015 Selectboard Meeting:** Motion by Yves and second by Richard to approve the minutes with 2 corrections to Articles 6B and 6F. Passed unanimously.
4. **North Hill Cemetery-Merlin Backus:** Merlin Backus was present to discuss the expansion of the cemetery with the Selectboard. Yves asked what needs to happen at the cemetery and what type of fence and agreement are to be considered. The land will need to be subdivided. The Town will pay for this expense, i.e. survey, etc. It was suggested to have a meeting with the Selectboard, Merlin and John Monette to write up a deed. There was discussion about changing the present fence to encompass the new land being added and what to use for boundaries. Richard will see about getting a surveyor. Merlin will come up with a list of what he would like to see happen. The Selectboard and Merlin will meet at the cemetery and discuss the size of the land expansion within the next couple of weeks.
5. **Library:**
  - A. **Librarian Report-Marylee Daigle:** Marylee proposed adding back weekend hours on a trial basis. She said many children can't get to the Library during the current hours because their parents work. She thought adding Sunday hours when people aren't as busy might work out. Marylee has added a puzzle table and some arts and crafts to involve both adults and children. There was discussion about ways to promote the library to bring in new patrons. Social media, local newspapers and the website will be utilized more in the future. Motion by Jacques and second by Richard to add trial Sunday hours from 11 a.m. to 3 p.m., for two month starting December 6. Passed unanimously. After the trial period this will be re-evaluated to see if the new hours will continue or another day will be considered. It was suggested to make a flyer promoting the new hours and distribute it at the Recycling Center, Jay/Westfield School and the Lowell School.
  - B. **Update on Library Ramp and Yard:** Yves said all the permits are ready. Gosselin will come as soon as possible, hopefully this fall. Depending on scheduling and the weather, the project could be pushed until the spring.
6. **Dykeman Tree Quote:** Yves spoke with Ben Farney about getting a quote to remove the tree. When the quote arrives, it will be emailed to the Selectboard.

## 7. Treasurer:

**A. Warrants:** Mary Lou learned at the Treasurers annual training meeting that the Selectboard should approve, at each monthly Board meeting, all the warrants signed between meetings. Motion by Jacques and second by Richard to approve the warrants for bills paid in the month of September. Passed unanimously.

**B. Letter of Understanding:** Mary Lou spoke with Fred Satink to clarify Larry Kennison's position with the Town. Mary Lou gave the Selectboard a draft of a letter of understand for their review. This item will be discussed further at the next meeting.

**C. Sign Better Back Roads Grant:** The Selectboard signed the grant paperwork to be submitted for reimbursement.

**8. Update on Dry Hydrant Grant Work:** Yves reported he has asked Larry Kennison to involve Dennis Vincent on this project.

**9. Floor Drain at Town Garage:** Yves stopped by the State Garage to look at the design of their floor drain. He will also visit Laliberty's.

**10. Discuss Capping Tuition at Jr. High/Special Meeting-Jay/Westfield Joint Elementary School:** The Selectboard discussed the current arrangement regarding Jr. High tuition. LaDonna will call VLCT for legal clarification and report back to the Board next month. There is a special School Board meeting on October 13<sup>th</sup> to discuss joining the Jr. High School District.

**11. Discuss Policy for Borrowing Town Equipment:** No action was taken on this item.

**12. Ambulance Advisory Board Update:** LaDonna is the representative for this Board. She reported the group has had their first meeting. Another meeting is scheduled for November 3<sup>rd</sup> after which the group will meet quarterly. The purpose of the Advisory Board is to be a liaison between the ambulance and town officials.

**13. Town Report-LaDonna Dunn:** LaDonna asked the Selectboard for suggestions on the cover design. The consensus was to focus on promoting the Library.

**14. Recycling Update:** Yves reported there was an issue with trash not being picked up a couple of weeks ago from the Recycling Center. Jacques brought his trailer and it was used for trash storage until the hauler picked up. There is a very important NEKWMD Board meeting on October 13<sup>th</sup> that will include the trash haulers. NEKWMD is applying for an exemption which will allow haulers to opt out of providing curbside recycling services. Yves read a letter stating the Waste Management District and Towns will no longer receive payment for e-waste. Currently we are accepting #1-4 plastics at the Town Recycling Center.

**15. Sheriff's Report:** There were 7 patrol hours and no fines issued for September.

**16. Other Business:** There was no other business to discuss.

**17. Adjourn:** Motion by Richard and second by Jacques to adjourn at 8:18 p.m. Passed unanimously.

Minutes submitted by: \_\_\_\_\_  
LaDonna Dunn, Town Clerk

**Westfield Selectboard Approval:**

**Date:** \_\_\_\_\_ **with** \_\_\_\_\_ **changes**

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Yves Daigle, Chair

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Richard Degre

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Jacques Couture