

Westfield Selectboard Minutes
November 14, 2016 – 6:00 p.m. – Town Offices

Present were: Selectboard members: Yves Daigle, Chair; Richard Degre and Jacques Couture; Treasurer: Mary Lou Jacobs; Town Clerk: LaDonna Dunn; 911 Coordinator: Scott Dunn; Disaster Shelter Initiative Coordinator: Dennis Neumann and property owner/resident Thomas Schrock.

- 1. Call Meeting to Order:** The meeting was called to order by Yves at 6:00 p.m.
- 2. Additions and/or Deletions to the Agenda:** Thomas Schrock was added as Article 3A to discuss a Convex Mirror.
- 3. Approve Minutes of the October 10, 2016 Selectboard Meeting:** Motion by Richard and second by Jacques to approve the minutes as read with no changes. So moved.

3A. Convex Mirror: Resident Thomas Schrock requested permission to place a convex mirror across the road from his property located at 390 North Hill Road. He stated it is difficult to safely exit his driveway and he feels this mirror will help. He is willing to purchase the mirror and will work with Larry or Eric Kennison to get it installed. The Selectboard granted permission for the property owner to place the mirror in the town's right-of-way.
- 4. Disaster Shelter Initiative (DSI)– Dennis Neumann:** Dennis said the Community Center was recently opened for Rural Edge Scenic View Community Care Home as a shelter when they experienced a mandatory evacuation of their facility due to a fuel leak. Everything went smoothly. Dennis recently learned the Red Cross is no longer supporting the local Shelter Initiative. He would like to know if the Town is still interested in having the Community Center serve as an emergency shelter if needed. He said the expenses, as well as the liability, would then fall upon the Town if the shelter were to be activated. Dennis expressed his concern that the DSI committee workers would be held personally liable in the event of a problem. Dennis also reminded the Selectboard that the Community Center is the backup shelter location for the Jay/Westfield Joint Elementary School. Dennis reported he spoke with the Red Cross representative and they are having a meeting to clarify their position on the local shelters so more information will be forthcoming. The Red Cross representative did tell Dennis that the supplies such as the bottled water, 24 cots, boxes of blankets and signage materials now belong to the Town. Dennis said he and the committee feel there is a real need to keep the shelter active even though it will not be sponsored by the Red Cross. Dennis said this discussion will be ongoing and he hopes the town will resolve the liability questions and commit to the financial aspects by including this in the budget each year. He will work with the DSI committee and will review/establish reporting methods to be used should the shelter be activated. Mary Lou reported she spoke with VLCT and the Town's insurance covers all liability for any type of event held at the Community Center (including a shelter) and the Town's insurance also covers the DSI workers. The Selectboard was in agreement that the Shelter is needed and wants to keep the DSI team together. Dennis will report back to the Selectboard when he has more information.
- 5. Lister's Report – Scott Dunn:** Rather than Lister's Report this article should have been E911 Report. 911 Coordinator Scott Dunn said he has been contacted by the State E911 Coordinator to clarify some road names. The first road name in question is the Westfield section of Route 58. Lowell has named it Hazen Notch Road. Westfield named it Route 58. Montgomery named it Hazens Notch Road. Scott stated the State Coordinator wants Westfield to change the road name to align with either Lowell or Montgomery. The Selectboard asked if this was mandatory and Scott stated no it was a request from the State. After discussion the Selectboard agreed to not change the road name and it will remain Route 58 in Westfield. The second road name in question is a legal trail near Trumpass

Road. The Selectboard was in agreement to use Legal Trail, with the corresponding road number, as the road name for any legal trails that are not currently named.

6. Treasurer's Report:

A. Approve Warrants for Expenditures dated 10/10, 10/19, 10/26, 10/27, 11/2 & 11/9/16: Motion by Richard and second by Jacques to approve the warrants as listed. So moved.

B. Blue Cross and Blue Shield Insurance Premiums for 2017: Mary Lou pointed out it is open enrollment time for the health insurance. The Town currently pays 80% of LaDonna's and Larry's insurance. The 2017 insurance rate reflects an approximate 5% increase. Motion by Jacques and second by Richard to continue with the Platinum plan in 2017. This increase will be included in the 2017 budget.

C. Set Date for Budget Meeting: The date was set for January 4, 2017 at 8:00 a.m.

7. Policy for Paid Training Hours: When new officers are elected they frequently attend workshops to receive training for their new positions. LaDonna requested the Selectboard set a policy stating the payroll hours that can be submitted for offsite workshop training. It is currently unclear if the hours start from the time they leave their home to the time they return home or just the actual hours of the workshop. Mary Lou will look into the labor laws and report back at the next meeting.

8. Sheriff's Reports for September & October: The September report reflected 16.5 patrol hours and October's reflected 24.5 hours. No fine amounts were reported with the new VALCOUR reporting system. Yves asked LaDonna to call the Sheriff's Department and see if future reports can reflect the fine amounts levied.

9. Recycling Updates: The Northeast Kingdom Waste Management District (NEKWMD) 2017 budget reflects a 5.4% increase totaling \$38,554. The proposed budget includes a surcharge of \$1/ton and a \$30 stop charge that each member town will be assessed. Recyclables are currently selling at a low rate. Mary Lou suggested we increase the trash fee charged for an 18 gallon bag by 25 cents/bag and by 50 cents/bag on the 30 and 50 gallon bags to help offset the proposed new charges.

A. Tool Purchase for Recycling: Yves asked permission to purchase some basic tools to keep at the Recycling Center. Thomas Schrock generously offered to donate the tools. The Selectboard expressed their appreciation.

10. Road Updates:

A. North Hill Rd. Paving Update: The paving is complete. Yves suggested not paving a little section each year but waiting and doing a larger paving project every few years. This will be discussed again at the budget meeting in January.

B. Buck Hill Rd. Better Road Grant Update: The culvert work is complete and the guardrails will be put in this fall. Mary Lou stated the grant paperwork has been submitted for reimbursement.

11. Library Report:

A. Broken Window Repair: Yves reported a ball or stone broke one of the windows at the Library. A new window has been ordered in the amount of \$110 (window & shipping). Yves will install the window.

12. Other Business:

A. Note from American Red Cross: Yves read a letter thanking the Town for the appropriation money.

B. Letter from the Vermont Center for Independent Living: A letter of appreciation thanking the Town for the appropriation was read.

C. Set Date for Caroling on the Common: The date of Thursday, December 8th at 6 p.m. was selected. Yves will arrange for the beverages, donuts, candy for the kids and will arrange for Santa's visit.

D. Dog to Vet: On behalf of Constable Normand Piette, LaDonna reported he has picked up a dog found on Taft Brook Road that has mangy fur. Normand asked about taking the dog to the vet. The Selectboard felt the dog would be at the animal shelter in a couple of days and would be attended to there. This led to a discussion about when dogs/cats are picked up by the Constables and when they should be left to possibly find their way home. Dogs/cats that are picked up are photographed and posted to social media sites and called into MOO radio to help reunite them with their families.

E. Wild and Scenic River Committee: Jacques reported Dianne Laplante has resigned as the Westfield representative on the committee. Ellen Fox has expressed an interest to be on the committee. Jacques will speak with Ellen. Jacques reported they have received a \$77,000 federal grant this year. Protocol is currently being developed to offer three \$5,000 local grants.

13. Adjourn: Motion by Richard and second by Jacques to adjourn the meeting at 8:05 p.m. So moved.

Minutes submitted by: _____
LaDonna Dunn, Town Clerk

Westfield Selectboard Approval:

Date: _____ **with** _____ **changes**

Yves Daigle, Chair

Richard Degre

Jacques Couture