

Westfield Selectboard Agenda
May 1, 2017 – 8 a.m. – Town Offices

Selectboard members: Yves Daigle (Chair), Jacques Couture and Anne Lazor; Treasurer Mary Lou Jacobs; Town Clerk LaDonna Dunn; and property owner and bidder Thomas Schrock.

- 1. Call Meeting to Order:** The meeting was called to order at 8:07 a.m. by Yves.
- 2. Additions and/or Deletions to the Agenda:** Additions under other business: Green Up; sewer at Community Center; reminder of Bridge #16 pre-bid meeting; sign paving grant; and library update.
- 3. Open/Review Request for Proposals for Mowing Contract:** Yves opened the three sealed proposals. All three proposals included mowing and fall clean-up. The Selectboard reviewed the bids which were from: Darren M. Pion (Lowell) in the amount of \$3,375 (mowing) and \$400 (fall clean-up); Tom's Lawn Care (Westfield) in the amount of \$2,050 (mowing) and \$400 (fall clean-up); and International Landscape, Inc. (Westfield) in the amount of \$2,000 (mowing) and \$450 (fall clean-up). Jacques felt because the quotes from International Landscape and Tom's Lawn Care were the same when adding the mowing and fall clean-up amounts together, the Selectboard should consider that International Landscaping has done a good job for many years with no complaints. Tom Schrock commented if he were in the position of the Selectboard with two bidders with the same price, he would probably award the contract to the company who had been providing the service in the past. The Selectboard thanked him for sharing his thoughts. They asked him questions about his experience with landscaping and since he is new in town offered suggestions of other possible jobs he could bid on. Motion by Jacques to award the contract to Don Berthiaume of International Landscape, Inc. Anne seconded the motion and all three Selectboard members were in agreement. The Selectboard thanked Tom for offering a bid, attending the meeting and encouraged him to bid again in future years. The Clerk will send out letters to the three companies which will include the proposal amounts from each company. It was decided that Eric Kennison will coordinate and hire the required workers to complete the spring road clean-up.
- 4. Approve Minutes of the April 10, 2017 Selectboard Meeting:** Following the reading of the minutes there was a motion by Anne and second by Jacques to approve the minutes with no changes. So moved.
- 5. Award Mowing Contract:** Discussed in Article 3.
- 6. Discuss Broken Tire Swing at Playground:** Yves said it was discovered one of the legs on the tire swing has snapped horizontally a foot above the ground. Yves said the company the tire swing was purchased from in 2010 has been contacted and they will provide a replacement leg under their 100 year warranty. The company does not normally cover the cost of shipping but made the offer, as a one-time agreement. The Clerk opened a claim with VLCT and learned we have a \$1,000 deductible. The playground company said if they send a crew to dig out the cement footing and re-cement the new leg into the ground it would cost approximately \$800. They suggested it would be more feasible to have a group of volunteers complete the repair for a lot less money. Jacques offered his tractor and Yves will work with him to complete the repair. The replacement leg has been ordered and will be installed as soon as it arrives. In the meantime, the safety tape and signs will remain in place to alert children and parents that the tire swing is closed. LaDonna reported one of the toddler swings is broken and asked for authorization to replace it. The Selectboard was in agreement. LaDonna asked the Selectboard about seeking a resident who would be willing to inspect the playground equipment on a regular basis for safety and/or equipment issues.

They thought this would be a good idea. LaDonna will report back when she has found an interested person.

7. Set Selectboard Meeting Dates for June and July: Due to the Clerk being away for the regularly scheduled Selectboard meetings in June and July, the schedule was changed. There will be an additional Selectboard meeting May 22nd, no meeting in June and the July meeting will be a week earlier on July 3rd. The Clerk will warn the meeting changes.

8. Other Business:

A. Green Up: Green Up Day is Saturday, May 6th. Green Up bags are here.

B. Sewer at Community Center: Yves said in November 2016 the old bathrooms in the cellar at the Community Center were capped off. There was a bad odor recently during the meal site and it was discovered that one of the caps had come off. Yves and Normand Piette cleaned up the mess and fixed the cap. There will be a discussion at the next Selectboard meeting about a new plan for the sewer piping.

C. Bridge Pre-Bid Meeting: The meeting will be May 4th at 2:30 p.m. at Bridge #16 on the Loop Road. Yves will not be able to be there. Anne and possibly Jacques will be in attendance to represent the Selectboard. Eric Kennison and Shane Morin (AOT) will be in attendance as well. J.P. Sicard, Inc., R.G. Gosselin, Inc., Tracy Degre Concrete and G.W. Tatro Construction, Inc. are expected to bid on the project. Sealed bids are due by May 18th at 3:30 p.m. to the Town Clerk's office.

D. Sign Paving Grant: Yves signed the Paving Grant emailed by AOT.

E. Library Update: LaDonna and Mary Lou spoke to the Selectboard about the upcoming Rummage/Bake Sale at the Library on Memorial Day weekend. MaryLee Daigle will be invited to the May 22nd Selectboard meeting to discuss her upcoming projects.

9. Adjourn: Motion by Jacques and second by Anne to adjourn the meeting at 9:50 a.m. So moved.

Minutes submitted by: _____
LaDonna Dunn, Town Clerk

Westfield Selectboard Approval:

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

Yves Daigle, Chair

Jacques Couture

Anne Lazor