

Westfield Selectboard and Budget Meeting Minutes
January 25, 2021 @ 9:00 a.m. – Westfield Town Offices & via Zoom

Due to COVID-19 some people participated in person and some participated remotely via Zoom.

There will be NO IN-PERSON TOWN MEETING March 2, 2021.

All voting takes place via Australian ballot on March 2, 2021 at the Westfield Community Center, 9 a.m. until 7 p.m. There will be an electronic Town Informational Meeting on February 25, 2021 via Zoom at 6 p.m. and a School Informational Meeting on February 23, 2021 at 6 p.m. Visit the website www.westfield.vt.gov for login credentials.

Town Officials Present: Selectboard members: Yves Daigle (Chair), Jacques Couture (Co-Chair)- via Zoom and Anne Lazor; Treasurer, Mary Lou Jacobs; Town Clerk, LaDonna Dunn; Road Commissioner, Eric Kennison; and Lister Chair, Danny Young (for a portion of the meeting)

1. **Call Meeting to Order – Yves Daigle, Chair:** Yves called the meeting to order at 9:05 a.m.

2. **Public Comment – 5 Minutes:** None

3. **Additions and/or Deletions to the Agenda:** Added 15B: Letter from the Croizet's

4. **Approve Minutes of the 1/5/21 Selectboard Meeting:** There was a motion by Anne and second by Jacques to approve the minutes with no changes. Motion passed unanimously.

A. Business from the Minutes: None

5. **Listers Report – Danny Young, Chair:**

A. Discuss Reappraisal Evaluation (emailed in advance): Danny reported as the final step in the reappraisal process, the state performs an evaluation known as the 3 Prong Test. All areas were deemed satisfactory in Westfield's reappraisal by Property Valuation and Review at the Vermont Department of Taxes. Danny said the reappraisal is officially complete. The Selectboard thanked the Listers for a job well done.

B. Sign Errors & Omissions (emailed in advance): Danny explained there were changes to Current Use which created the need for the Errors & Omissions to be signed. Anne questioned why the values of those who withdrew from Current Use appeared to change value in the wrong direction. Danny will review the documents and provide a better explanation at the next meeting.

6. **Request for Reconsideration of Reopening Library – Librarian Mary Lee Daigle:** Mary Lee asked the Selectboard to reconsider opening the Library on Tuesdays and Thursdays from 1 p.m. to 6 p.m. (winter hours). She said that all of the area libraries are open in some capacity. She stated there is not a problem with large groups gathering as this is a small-town library with small groupage. She said she will require masks, social distancing, ensure proper disinfecting, keep the required contact log, and will limit the computer lab to one person at a time. She further stated it is important for the library to be open because many people who use the library are off the grid and it is creating a hardship for them to not have access to the computers and the internet. Mary Lee stated she misses the children and families and would like to reopen February 16th. Anne asked Mary Lee if she would be willing to take some library training courses and set up a catalog system to be able to locate books in the library easier for patrons as well as a book checkout system to ensure the books are able to be located if not returned. Mary Lee agreed to participate in training and investigate courses. There was a motion by Anne and second by Jacques to reopen on February

16th with the winter hours discussed. Yves recused himself from voting. The Selectboard requested Mary Lee attend the March Selectboard meeting to provide a progress update.

A. Town Office: LaDonna requested the Town Office remain closed until the Covid-19 count in our area starts decreasing. The Selectboard agreed.

7. Speed Sign on South Side of Town – Eric Kennison, Road Commissioner: Eric stated he and Jason Sevigny, from District 9 AOT, are working on getting the signs functioning properly on both ends of town.

8. Treasurer’s Report – Mary Lou Jacobs, Treasurer:

A. Approve Warrants for Expenditures Dated: 1/7/21 \$35,737.48 (bills) & \$2,609.21 (payroll); 1/13/21 \$6,105.94 (bills); and 1/21/21 \$15,087.71 (bills) & \$4,879.37 (payroll): There was a motion by Yves and second by Anne to approve the warrants as listed. The motion passed.

9. Review/Approve Town Warning: The Selectboard reviewed the warning which was emailed in advance. There was a motion by Yves and second by Anne to approve the warning with changes to the budget articles. LaDonna will make the changes and email a final copy for review prior to printing in the Town Report.

10. Sheriff’s Report for December 2020: There were 40.50 patrol hours and .50 administrative hours with five incidents resulting in zero fines issued for December 2020. There was a note from Sheriff Harlow stating since April 1, 2020 the Sheriff’s Department has provided 173 hours of patrol service and expects to finish with approximately 275 hours by the end of the contract, March 31, 2021.

11. Sign Liquor License for Westfield General Store: The Selectboard signed the license.

12. Update on NEKWMD H48 (emailed in advance): Yves reported the legislature voted as part of this bill that the Supervisors of the Waste Management District can vote on their own budget in 2021 due to Covid-19. No town vote will be required this year. Yves also discussed the problem in Chittenden county with the glass that was being disposed of by throwing it over a bank instead of going through the proper channels and paying to properly dispose of. Yves said Chittenden county wants everyone to pitch in to pay the costs to clean up the illegal dumping. The Selectboard did not feel other member towns should have to pay for Chittenden counties problem which they created for themselves. Yves will report the Selectboards opinion to Paul Tomasi at Northeast Kingdom Waste Management District.

13. Executive Session to Discuss Planning Commission Personnel Issue – Pat Sagui, Chair:
Tabled

14. Review and Adopt Budgets for Highway and General Fund (emailed in advance): During discussion about the budget the following was noted:

- Anne reported she spoke with Dan Backus regarding the Emergency Management co-coordinator position. Dan will take over and look for a person to assist him.
- Mary Lou said she has hired Colleen Mayhew to be the Assistant Treasurer beginning in February. It will be on a trial basis.
- Update the Library expense section of the General Budget adding money for training for the Librarian.
- Mary Lou stated she will be submitting a Treasurers Report for the Town Report to explain the changes in the budget in hopes of educating voters who will be voting on the General Fund and Highway Budgets by Australian ballot in 2021.

- Mary Lou will calculate the unspent money raised by taxes in the 2020 Highway Budget and will carry it over as income in the 2021 Highway Budget.
- Once these changes are made to the budget a final copy will be sent to the Selectboard before printing in the Town Report.

15. Other Business:

A. Next Meeting Date: The next meeting will be at 5 p.m. on February 15th via Zoom.

B. Letter from the Croizet's: LaDonna read a letter from Gerard & Rosemary Croizet thanking the town for getting the radar signs up on Route 100.

16. Adjourn: Following a motion by Anne and second by Yves all agreed to adjourn the meeting at 11:15 a.m.

Westfield Selectboard Approval: Date: _____ **with** _____ **change(s)**

Yves Daigle, Chair

Jacques Couture, Co-Chair

Anne Lazor

Minutes submitted by: _____
LaDonna Dunn, Town Clerk & Selectboard Clerk