

WESTFIELD SELECTBOARD & BUDGET MEETING (continuance from 12-7-21)

Minutes

December 21, 2021 @ 8:00 a.m.

Westfield Town Office, 38 School Street

Town Officials Present: Selectboard members: Jacques Couture (Chair), Anne Lazor, and Richard Degre; Treasurer, Lisa Deslandes; Town Clerk, LaDonna Dunn; Listers, Danny Young (Chair) and Shelley Martin; Planning Commission Chair, Pat Sagui; and Librarian, MaryLee Daigle

1. **Call Meeting to Order – Jacques Couture, Chair:** Jacques called the meeting to order at 8:05 a.m.
2. **Public Comment – 5 Minutes:** None
3. **Additions and/or Deletions to the Agenda:** None
4. **Approve Minutes of the 12-7-21 Budget Meeting:** Tabled
5. **Review Highway Budget for FY22:** Lisa said she continues to work with NEMRC to work out some of the discrepancies such as VMERS and gave the Selectboard the second draft of the Highway Budget to review. She will email the final version when she has completed her work with VMERS.
6. **Draft General Fund Budget for FY22:** The Selectboard met with Board Chairs to discuss budget requests and then reviewed the General Fund Budget, item by item, to draft a proposed budget to present to taxpayers at Town Meeting. Another proof will be provided at the January 13, 2022 Selectboard meeting.
 - A. **Library Budget Requests:** MaryLee Daigle brought to the Selectboards attention the following:
 - The Children’s Library roof is losing shingles when it is windy. They are curling up and blowing off. She said she may need a new roof over that part of the building. The Selectboard will look and decide if a whole roof, or a portion, needs to be budgeted for.
 - The water continues to freeze in the bathroom when it is very cold. Anne suggested having Efficiency Vermont come and look at the bathroom set up, as well as the other Town buildings, to see if they have programs that may be beneficial to the Town.
 - Extension cords that were previously wrapped around doorways to be plugged into the nearest outlet are now plugged into power strips to correct the problem identified by VLCT/PACIF Insurance. The Selectboard felt a better solution would be to have additional outlets installed by D & D Electric. They will be contacted to access the situation and give a quote.
 - MaryLee requested two extra payroll hours per month to have a game night. Anne asked about using the time for a Book Club or other book related activities. She suggested possibly a speaker with knowledge of historic Westfield. Anne said the Vermont Humanities Council also has speakers. MaryLee will investigate these ideas
 - B. **Planning Commission Budget Requests:** Planning Commission Chair, Pat Sagui said the Board exceeded their budget due to meeting every two weeks in 2021 to revise the Zoning Bylaw document. She felt there would be three more months of meetings and two public hearings to complete the project. Pat suggested budgeting \$2,000 in 2022 to complete the rewrite of the Bylaws.
 - C. **Listers Budget Request:** Listers Danny Young (Chair) and Shelley Martin requested the property tax maps be updated in 2022. Normally they are updated every other year (on odd numbered years) but due to the large number of sales in 2021 it will be more effective for property owners, title searchers/lawyers, Listers and the Town Clerk if the parcels are updated with the current property owners’ names and subdivisions are correctly identified. Danny stated he was pleased with the product provided by our new map company CAI. They have quoted \$1,000 to update every year vs. \$1,700 every two years. Richard made a motion and Anne seconded to approve the new map contract in the amount of \$1,000 to be added to the FY22 Budget. We will be provided the same quantities/sizes of maps as our previous orders. All agreed. The Selectboard signed the contract.
 - D. **Salary Increases:** It was decided a 5.9% cost of living increase will be given to hourly employees to take effect October 1, 2022. Minimum wage employees increase to \$12.55 on January 1, 2022. The

Constable stipend increases to \$400 (1st Constable) and \$350 (2nd Constable). The Auditors will be asked by the Treasurer to review the stipend for the Selectboard.

E. Tire Pricing: The waste management district is increasing the tire disposal fee from \$130/ton to \$180/ton, effective January 1, 2022. Because of this increase tire disposal at the Westfield Transfer Station needs to increase. There was a motion by Jacques and second by Anne to increase the cost of tire disposal by \$.50/per tire. Motion passed unanimously. LaDonna will create new signage and post it on the website as well as social media and Front Porch Forum to get the word out.

F. Painting Community Center: LaDonna stated the Community Center needs painting maintenance. The doors and walls in the main room and kitchen haven't been painted since it was converted to the Community Center which is almost 30 years ago. The Selectboard will work on getting quotes.

7. Other Business: None

8. Motion to Adjourn: Following a motion by Anne and second by Richard all agreed to adjourn the meeting.

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

Jacques Couture, Chair

Anne Lazor

Richard Degre

Minutes submitted by: _____
LaDonna Dunn, Town Clerk