

Westfield Selectboard Minutes

February 20, 2022 @ 5:00 p.m. In-Person Meeting at the Westfield Town Office, 38 School St. with Zoom Option

Town Officials Present: Jacques Couture, Selectboard, Chair; Richard Degre, Selectboard; Anne Lazor, Selectboard, Vice Chair (Zoom); Shelley Martin, Lister (Partial Attendance); Lisa Deslandes, Treasurer (Zoom); LaDonna Dunn, Town Clerk; Niki Dunn, Selectboard Clerk; Eric Kennison, Road Commissioner (Partial Attendance); Danny Young, Lister (Partial Attendance)

1. Call Meeting to Order – Jacques Couture, Chair: Jacques called the meeting to order at 5:00 pm.

2. Public Comment – 5 Minutes: None

3. Additions and/or Deletions to the Agenda: None

4. Approve/Sign 1/23/23 Minutes: Richard motioned to approve the minutes of January 23, 2023; Jacques seconded. Passed

A. Business from the Minutes: Richard and Jacques talked to Denny Lyster regarding gifting the church to the town and he was okay with the town selling the church if that's what the town decided to do. This will be discussed at town meeting under other business.

5. Executive Session to Discuss Personnel Issue: Richard motioned to enter executive session at 5:03pm, Jacques seconded. Along with the selectboard members, LaDonna Dunn, Lisa Deslandes, Eric Kennison and Niki Dunn were present.

Jacques motioned to exit executive session at 5:33pm, Richard seconded. Passed

Jacques motioned to increase the hourly rate for Eric Kennison's employee by \$2 per hour, to \$22.73, retroactive to January 1, 2023; Richard seconded. Passed

6. Listers – Danny Young, Chair:

A. Certificate of No Appeal: Danny Young presented the Certificate of No Appeal to the board. This gets filed with the grand list for 2022. Board signed.

B. Sign Contract with CAI for 2023 Tax Maps: Danny Young then presented the new contract for tax maps. The contract is the same as last year with the exception being that the rate went up to \$1300 from \$1000 last year. Richard motioned to approve the new contract; Anne seconded. Passed. Board signed.

7. Ambulance: Roger Gosselin sent out a draft of the joint statement regarding the change in ambulance services to Jacques and the other members of the ambulance committee. Jacques would like all four towns to approve the statement before it gets sent out and he would like it out before town meeting day. LaDonna will check with Roger to see if they have a final draft of the letter.

8. Highway Updates – Eric Kennison, Road Commissioner:

A. Taft Brook Culverts Update: Ted Sedell sent an email regarding updates on funding for the three culvert projects. He has been working on and submitting applications. Eric said the culverts are in good shape, so if the funding does not come in high enough it may not be worth it to change them. The Corrow Basin Road culvert is the one that needs to be done the most.

B. Town Highway Grants Due to Dist. 9 by 4/15/23 – Discuss Possible Sites: Eric will look into this with Jason Sevigny to see what it entails.

C. Monteith Road: Eric let the board know that Monteith Road is being widened. He hired two people to do the work and they are keeping some of the wood and the landowner is keeping the rest. Eric will send an invoice to the town once the work is complete. Jacques asked Eric if there are many Ash trees in the road right of way throughout town because the state is starting to push towns to remove the trees due to the Emerald Ash Borers. Eric did not think there were very many around town.

9. Efficiency Vermont Lighting Program: LaDonna will call Jason at D & D Electric to see what kind of rebates the town could get. Jacques thought the town should look into having an energy audit done. Jason might know who does this. The town garage could be upgraded, including a new furnace. The library, Town Clerks Office and Community Center could use upgraded lighting.

10. Discuss Details for Town & School Annual Meeting, March 7, 2023 @ 10 a.m.: LaDonna will get donuts and fruit and Denny usually makes the coffee. Town reports will be out this week.

11. Treasurer's Report – Lisa Deslandes:

A. Approve Warrants 1/5/23 \$2,603.80 (bills) & \$4,514.38 (payroll); 1/11/23 \$3,685.63 (bills); 1/13/23 \$6,025.42 (bills); 1/19/23 \$5,934.34 (bills) & \$5,173.51 (payroll); and 1/23/23 \$3,692.61 (bills): Richard motioned to approve the warrants; Anne seconded. Approved.

B. Review Budget Status Reports and Balance Sheets: Lisa went through the balance sheet figures, and the Edward Jones balances.

C. Update on Edward Jones: Lisa would like to have the two grader fund accounts and the two cemetery fund accounts put together. The board agreed to having the two grader accounts together but wanted to keep the cemetery accounts separate. LaDonna noted that if the town went back to having cemetery commissioners again then you would need to know how much money each cemetery has. Currently North Hill Cemetery has about \$12,000 in their account and the Westfield Cemetery has about \$31,000 in their account. Anne wondered where the interest went each month. LaDonna explained that the interest goes into the money market account. Lisa would also like to move the money market funds into CD's as they have better interest rates right now. There is a CD through Community National Bank right now that Jacques heard about. It is a 14-month CD with a 4% return. He thought there were a few different qualifications you had to meet to get it

but thought it would be worth looking into. Lisa will ask Dan from Edward Jones to attend the meeting next month.

12. Recycling Update: Richard found a bunch of plastic and other trash in the compost bin. He will check the cameras.

A. Work Schedule for March:

4th – Richard Degre

11th – Maurice Doyon, Roger Tetreault

18th – Jacques Couture

25th – Dennis Vincent

April 1st – Richard Degre

B. Email from NEKWMD Regarding Removing Tape on Styrofoam: NEKWMD sent a letter asking for tape to be removed from the Styrofoam before it is recycled. LaDonna will put a copy of the letter at the Recycling Center so everyone is aware and can inform people who are bringing their Styrofoam to be recycled.

13. Library Survey Report – Anne Lazor: The town received eleven of the library surveys back. LaDonna looked into what the Library Board of Trustees does and she found that it varies depending on the type of library that you have. She thought it would be very helpful to get input from the State Library Association regarding this. Anne noted that the Board of Trustees needs to be established before you can get help from the state. Jacques thought it would be best to phase this in more slowly as there are still a lot of questions regarding what the Board of Trustees would do and how they would get funding/ would the selectboard retain control of the funding. Richard suggested electing the Board of Trustees at town meeting and having them work as a committee at first to figure out all the questions that remain on how to make this work. Anne thought that was a good idea especially since the election of the board members is already warned on the agenda for town meeting. The election for each member of the board will take place during the meeting and will be a floor vote so they will need someone there to nominate them for the position. There are five open spots on the board and the terms will be staggered, with one position up for re-election each year.

14. Sheriff:

A. Sheriff's Report for January 2023: LaDonna has not received the report yet, item tabled until next meeting.

B. Call from Deputy Cotnoir Regarding Highway Ordinance and 35 MPH Section of VT Route 100: The 35-mph section of Route 100 is currently not listed on the highway ordinance, so judges have been throwing out any tickets written for that stretch of road. The ordinance will need to be revised to add the 35-mph section of Route 100. There is a process to get this change made which will include public hearings. Richard motioned to revise the highway ordinance to include the 35-mph section of Route 100, Anne seconded. Passed.

15. Review VLCT Inspection Report from Larry Smith's Visit 10/27/22: LaDonna had Jacques and Richard go through the list and mark down the things that have been done. Most of the items on the list have been completed.

16. Other Business:

A. Schedule Next Meeting Date: The next selectboard meeting will be on March 20, 2023 at 5pm.

B. Reminder: Remote School Information Meeting is 2/28/23 @ 6 p.m. Links on Municipal Website.

C. Reminder: Bylaw Work Session with Pat Sagui and Ellen Fox on 2/23/23 at 6 p.m.

D. Library Roof: Richard received a quote for the library roof that included roughly \$9,000 for labor, \$6600 for materials, and around \$800 to \$1,000 for the dumpster. This company could do the job this summer. At least two quotes are needed, and Richard has another person lined up to submit a quote.

17. Adjourn: Richard motioned to adjourn at 7:19pm, Anne seconded. Passed.

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

WESTFIELD SELECTBOARD:

X

Jacques Couture
Chair

X

Anne Lazor
Vice Chair

X

Richard Degre

Minutes Submitted by: Niki Dunn, Selectboard Clerk