

## WESTFIELD SELECTBOARD MEETING

### Minutes

March 19<sup>th</sup>, 2026 – 4:30 p.m.

Westfield Town Office, 38 School Street

Meeting Recordings Available to View at <https://www.youtube.com/@TownofWestfieldVT>

**Town Officials Present:** Jacques Couture, Selectboard Chair; Richard Degre, Selectboard; Dennis Vincent, Selectboard; LaDonna Dunn, Town Clerk; Lisa Deslandes, Treasurer; Niki Dunn, Selectboard Clerk

**Others Present:** Jeffrey Holmes, Sterling Mountain Solar (Partial Attendance); Gabe Coleman, VT Star Solar (Partial Attendance); Jake O'Connor, VT Star Solar (Partial Attendance); Eric Kilens, Green Mountain Solar (Via Zoom, Partial Attendance); Ahmad Ali, Team Sunshine (Via Zoom, Partial Attendance)

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1. **Call Meeting to Order – Jacques Couture, Chair:** Jacques Couture brought the meeting to order at 4:30PM.
  2. **Public Comment – 5 Minutes:** None
  3. **Additions and/or Deletions to the Agenda:** Added to other business: Signing Community National Bank Papers, Sign Municipal Roads General Permit, Correspondence from Shantel Daigle, Date on Price Sheet for Kennison & Son, Employee Benefits Advisor.
  4. **Approve Minutes: (emailed in advance)**
    - a. **Approve Minutes of the 3-9-26 Selectboard Meeting:** Dennis Vincent motioned to approve the minutes of the March 9<sup>th</sup>, 2026, meeting, Richard Degre seconded. Motion passed.
  5. **Appoint Town Clerk – Effective 4/1/26 until 2027 Town Meeting:** Richard Degre motioned to appoint Niki Dunn as Town Clerk effective April 1<sup>st</sup>, 2026, Dennis Vincent seconded. Motion passed.
  6. **Municipal Energy Resilience Program (MERP) Solar Project:**
    - a. **Open Sealed Bids:** Selectboard opened and reviewed bids from Green Mountain Solar, Sterling Mountain Solar, Team Sunshine and VT Star Solar.
    - b. **Review/Award Contract for the MERP Solar Project:** The Selectboard reviewed each bid/proposal individually with each companies representative in executive session.
  7. **Executive Session (if needed):** Richard Degre motioned to enter executive session to discuss contracts and invited Lisa Deslandes, LaDonna Dunn and Niki Dunn as well as the bidders present to join the executive session, Dennis Vincent seconded. Motion passed.

Exited executive session, no action taken. The Selectboard did not make any decisions, there are some more questions that the board is waiting to hear back on from the bidders. They will meet again to discuss these bids on Thursday, March 26<sup>th</sup> at 4:30PM.
  8. **Other Business:**
    - a. **Agency of Transportation Meeting April 10<sup>th</sup> @ 1PM:** Informational.
    - b. **Potential Date for Village Wastewater Study 90% Meeting:** There are no dates yet.

- c. **Sign Community National Bank Papers:** Dennis Vincent motioned to add Niki Dunn as a signer on the Community National Bank accounts, Richard seconded. Motion passed.
  - d. **Sign Municipal Roads General Permit:** Board signed.
  - e. **Correspondence from Shantel Daigle:** Shantel Daigle requested having a hidden driveway sign put up near their home on North Hill. The board will check to see if they have a hidden driveway sign available to be put up.
  - f. **Benefits Advisor:** Lisa Deslandes requested using a benefits advisor for the two town employees. They help work with employees when they have trouble with their insurance and they will also help Lisa when she has to make changes to the employees' plans. The cost to have him do this is \$480 per year. Dennis Vincent motioned to hire Jacques Roberge at the price of \$480 per year, Richard Degre seconded. Motion passed.
  - g. **Date for Price Sheet from Kennison & Son Excavating:** Lisa questioned if the new price sheet goes into effect on Town Meeting Day or on January 1<sup>st</sup>. Jacques noted that since the budget begins January 1<sup>st</sup>, the price sheet should be effective then. The contract has not yet been signed for the year, so the new prices could go into effect March 3<sup>rd</sup> this year. It was agreed to make Town Meeting Day the date that the price sheet goes into effect at this time.
  - h. **Jay Peak Area Chamber of Commerce:** Lisa requested not joining this again until one of the benefits becomes something that the town would use.
9. **Adjourn:** Dennis Vincent motioned to adjourn at 7:01PM, Richard Degre seconded. Motion passed.

Westfield Selectboard Approval Date: \_\_\_\_\_ with \_\_\_\_\_ change(s)

X

Jacques Couture  
Selectboard Chair

X

Richard Degre  
Selectboard

X

Dennis Vincent  
Selectboard