

Town of Westmore
Selectboard Meeting Minutes
October 16, 2017

In attendance: Bill Perkins, Chair, Burton Hinton, David Stevens, Melissa Zebrowski, Town Clerk, Chris Evans, Lister, Amanda Cook, Andrea Cook, Katherine Busby, Bruce Wheeler, Clayton Butler, Rose Marie Lanier, Raymond Lanier

Bill called the meeting to order at 6pm.

Additions to Agenda

- None

Road Foreman Report

- Clayton discussed the various projects they have been working on. Clayton gave pricing on tires for the International and Mack truck. Both need tires. For the Int'l it is \$760 per tire for the front and \$550 for the rear. David moved and Bill seconded to authorize Clayton to go ahead and purchase tires for both trucks. Passed.
- Clayton discussed wanting to try the Schaeffer oil. All but the International isn't using this oil, however the oil is quite expensive. Discussion ensued about the pros and cons about this purchase. David moved and Bill seconded to have Clayton order the oil for the truck. Passed.
- Missy presented the letter that Jim Barlow wrote up to mail to Steve in acceptance of his verbal resignation and last paycheck. Burton abstained from the conversation. The letter was reviewed. Bill moved and David seconded to sign the letter. Passed.
- Discussion ensued about advertising the Road Foreman position. The position will not be advertised at this time and any applications received will be kept on file.
- Discussion ensued about what office equipment is needed at the Town Garage. They do not have any office equipment. Office supplies have already been ordered, and a new email address has been created. It is westmorevthighway@gmail.com. The highway department feels a laptop would be best for them along with a phone that isn't cordless.

Local Citizens and visitors

- Miriam discussed the site visit she had at Corey Kreig's property about the clearing of recent trees on his property without permission. She believes this isn't a fence viewer/town issue but rather a neighbor issue. The board agreed and suggested to give Mr. Krieg the state forester's information to possibly help him.

Approval of Minutes

- Burton moved and Bill seconded to approve the meeting minutes of October 2 & October 4, 2017. Passed.

Review of bills and sign Select Orders & Payroll #21

- Bill moved and David seconded to approve select orders & payroll #21 for the highway department. Passed.
- Burton moved and David seconded to approve select orders & payroll #21 for all other town departments. Passed.

Old Business

- Tax Sales DTC – Bill moved and David seconded under Jim Barlow's recommendation to Ann Parenteau to hire a different lawyer to handle the Pearo property as Jim doesn't handle probate cases. Passed.

New Business

- 2016 Audit – Missy presented the management representation letter to the board for signature along with a summary of responses given to us from Pace & Hawley in regards to 1)controls over cash received at the Transfer Station and garbage bag sales 2)segregation of duties regarding custody and accounting functions. David moved and Burton seconded to sign the letter. Passed.
- Dog ordinance – Burton asked the status of this. Missy indicated it was her impression that Renee would work on the ordinance during the Winter months in hopes to have it completed and be better enforced next Summer.
- Ski-doo club – Burton moved and David seconded to okay the ski-doo club to cross at the beach area as done in the past. Passed.
- Milfoil – Ray and Katherine presented the final 2017 Greeter program report along with the news article he will be submitting to the paper. He indicated Katherine will be taking over the greeter program next year.

Transfer Station

Bill Perkins (Chair)

David Stevens

Burton Hinton

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- Danny is no longer working at the Transfer Station. He gave his keys to Amanda whom returned them to Missy on October 5th.
- Amanda presented the board with a list of written questions about the Transfer Station and whom to contact for various things that need to be taken care off. The board advised her regarding these questions. Missy provided her with the town garage number to contact for the things the highway department helps with. The hazard identification survey was given to Amanda so she would know the items that need to be corrected.
- Bill suggested buying a smaller scale for the smaller items that are weighed.
- Bill indicated people are happy with zero-sort. We may need a 3rd dumpster. Bill called Denise about getting a 3rd and she indicated it would be an additional \$100 month. We also may need to consider a compactor for next year. Bill motioned and Burton seconded to approve getting a 3rd dumpster. Passed.
- Discussion ensued about putting Amanda in charge of the transfer station and the rate of pay. Burton moved and David seconded to have Amanda be in charge of the Transfer Station at a rate of pay of \$16/hr. Passed.
- Burton moved and David seconded to pay the transfer station attendants at a rate of pay of \$15/hr. Passed.

Correspondence

- Missy gave Bill correspondence from FEMA and the Census for review.

David moved and Burton seconded to adjourn at 8:45. Passed.

Signed by,

Melissa S. Zebrowski
Westmore Town Clerk

Bill Perkins (Chair)

David Stevens

Burton Hinton