

Town of Westmore
Selectboard Meeting Minutes
August 6, 2018

In attendance: Bill Perkins, Chair, David Stevens, Peter Hyslop, Melissa Zebrowski, Town Clerk, Peg Hyslop, Miriam Simonds, Maree Bushey, Russell Curtis, Andrea Cook, Ron Dunsford, Steve Lewis, Allan MacDonald

Bill called the meeting to order at 6:00pm

Additions to Agenda

Bill moved and David seconded to add the following to the meeting agenda. Passed.

- 1st Responder program
- Employee policy review
- ICS 402 Training

Road Foreman Report

- Clayton was not in attendance
- Question about the manufacturer date of the Volvo truck? Trying to determine if this is a qualifying piece of equipment for a potential grant.

Health Meeting

- Missy reported that Glen Harter completed 2 water tests at North Beach. One on 7/23. The e-coli level was 22.1 and the other on 7/30. The e-coli level was 3.1 which are well below normal limits.

Local Citizens

- Sweet Tree concerns – several in attendance expressed concerns about Sweet Tree’s sugaring operation on Red Dam Conservatories land and the impact of the noise in the area from the generators they will be installing. Questions were raised whether any permits were needed. Maree Bushey said agriculture use doesn’t require a permit however they are supposed to notify the zoning administrator and provide a description of the project. Missy mentioned that she spoke with Andy earlier that day to let him know about the concerns that were brought to her attention. Andy plans to look into this from a zoning aspect. David suggested writing a letter to Sweet Tree expressing our concerns but waiting until Andy has a chance to look at things and for Clayton to look at the roads. David also wondered if there is a noise ordinance for agriculture in the state of Vermont. Bill will call Lou Bushey to see who at the state level people can talk to.

Transfer Station

Approval of Minutes

- Bill moved and Peter seconded to approve the 7/23/18 meeting minutes. Passed
- David moved and Peter seconded to approve the 7/17/18 Special SB Meeting. Passed.

Review of bills and sign Select Orders & Payroll #16

- David moved and Peter seconded to approve select orders & payroll #16. Passed.

Old Business

- Dog Ordinance – The selectboard reviewed the dog ordinance Renee suggested we use. A draft of the ordinance will be sent to Jim Barlow for review and clarification of a few areas. Municipal tickets have been ordered.
- Jason BreMiller – Jason reported there has been improvement with the number of vehicles going to his property since the new large trailhead sign was installed. He’s very pleased.
- Status of Westside Lane survey – Peter recused himself due to conflict of interest. The board reported the surveyor Ken Saulzman agrees that in all probability the road probably went straight. In order to get the map corrected Kerry Ally from the state said the Selectboard minutes need to reflect that and that they agree with the information they have been given by several sources. Bill motioned that we, the Selectboard, feel Westside Lane based on several sources (Chad Hickey, May & Davies & Ken Saulzman) feel the road goes straight and does not have the curve in it. A request for Ken to provide us with a map to go along with the minutes to support this. David seconded, passed.
- Status of Mad Brook Ln – The survey has not yet been completed. They told Jason that the purpose of the survey is due to not knowing the direction the road goes and they would like clarification. Jason asked when the survey is scheduled to notify him.
- Tim Wilkenson – discussion ensued about the next steps to take. The board wants to know if Tim Wilkenson’s lawyer May & Davies have asked to review the donation agreement and if the town fills the agreement out first with their signature or vice versa? Missy will follow up.
- North Beach – based on feedback received thus far the cones seem to be working well at the North end. There are concerns about the no parking at the South end and the fact that there are no signs. Bill will ask Shane Morin at VTrans and/or Lou Bushey about this.

New Business

- Grant Agreement – Lacross Lane David moved and Peter seconded to sign the grant agreement on Lacross Lane. Passed.
- Letter of Intent – MGRP Permit – Bill moved and Peter seconded to sign the agreement and pay the required \$240 processing fee.

Bill Perkins (Chair)

David Stevens

Peter Hyslop

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- 1st Responder program – Peter explained he learned AT&T has a new network for cell coverage for 1st responders. It is almost guaranteed service in which you keep your same phone number, get a new phone every year however the town has to pay for it. Peter asked if the board would like Sherry from Audiocarve to come in and talk about this as she has been setting up several towns. The board agreed to invite Sherry to the September 17th SB meeting.
- ICS 402 Training – Peter completed the training. The completion of this training now entitles us to FEMA money should we have a qualifying event.
- Employee Policy Review – Peter gave each board member a copy of the draft/recommendations that Jill from VLCT recommended for their review. Once they review the changes and are okay with it, they will send it to Jim Barlow for legal approval and will then adopt it.

Executive Session

- Peter moved to go into executive session to discuss personnel issues at 7:58pm. David seconded. Peter moved to come out of executive session at 8:34pm, David seconded. Bill Perkins recused himself due to conflict of interest.
 - Action Taken –
 - David moved and Peter seconded to accept Amanda Cook’s letter of resignation. On the day Peter was given Amanda’s letter 8/4/18 Peter gave Amanda the option to work her 2 weeks or resign immediately. Amanda decided to resign effective August 4, 2018 and not work her two week notice. Peter will fill in for the time being. He will ask Burton Hinton if he can fill in when Peter is out of town. Upon Peters return, the board will take a closer look and see how to fill the management role and discuss the trash/recycling pickup for the upcoming year. Miriam Simonds will also fill in as needed temporarily.
 - Peter moved and David seconded to offer Amanda a severance of a week’s pay - 15hrs at her normal rate of pay and a thank you letter acknowledging our appreciation for all she has done.
 - Thea Pion’s 30 day review – A 30 day review was completed. Peter will give Thea a verbal assessment.

David moved and Peter seconded to adjourn at 8:53pm. Passed.

Signed by,

Melissa S. Zebrowski
Westmore Town Clerk