
In attendance: Bill Perkins, David Stevens, Peter Hyslop, Melissa Zebrowski, Peg Hyslop, Louisa Dotoli, Vince Dotoli, Miriam Simonds, Chris Evans

Bill called the meeting to order at 6:03pm.

Additions to Agenda

Personnel Issues - Peter moved and David seconded. Passed.

Road Foreman Report

- AOT contacted Clayton. The drainage system around the garage building is failing. They said they will provide the material and we can provide the labor to complete this.
- Peene Hill paving – Todd Eaton from Local Roads suggested narrowing the road to 20 feet from 22 feet to help decrease the speed on this road.
- Highway job applications – Selectboard discussed and decided to wait and schedule a special Selectboard meeting for Thursday December 13th directly after the budget meeting to give time for SB members to review applicant(s) to interview.
- Finance Options for new truck – discussed the finance options for the new truck. 3 year term with 20K down for 3.99% is one option with Clark's Trading Post. Missy will contact CNB and the state to see what their finance options are. David would like Clayton to get a price on an International 7300 chassis and then compare each truck and price before making a decision. Tabled further discussion and decision until special Selectboard meeting to be held on December 13th.
- Peter moved and Bill seconded to approve the expense of the International truck tires getting capped and the purchase of chains for the grader. Passed.

Transfer Station Report

- Burton gave the board the estimate from J&S Electrical to fix the electrical lines that are hanging. David moved and Peter seconded to have J&S Electrical complete this work. The estimate came in at \$1250.00.
- Discussion about the 2019 fee schedule occurred. Burton recommended the fee for the bedding be 17cents per pound instead of a flat fee. David moved and Peter seconded to change this fee to 17 cents per pound. Passed.
- Missy asked the board if we could give Jim Morin a \$50 gift certificate to the Gap as a thank you for his years of service to our community. The board agreed to do this.
- Discussion about a letter to taxpayers regarding transfer station changes. A letter will be drafted and sent to all taxpayers as well as published in The Chronicle.
- Miriam reported the WMD will be held on 12/11/2018. Miriam and Burton plan to attend.

Planning

- Richard Amore – Village Center Designation
Louisa said the planning commission has been working with NVDA regarding energy and village center designation wording. Richard Amore from the State of Vermont gave a presentation about the process to obtain a village center designation.

New Business

- Auditors – Missy presented the 2017 management representation letter from the auditors for signature. Peter moved and David seconded to have Bill sign. Passed.
- Direct deposit – Missy presented the forms for signature to move forward with direct deposit. David moved and Peter seconded for Bill to sign. Passed.

Approval of Minutes – Peter moved and Bill seconded to approve the 11/26/18 & 12/4/18 meeting minutes. Passed.

Approve of Select Orders & Payroll #25 – David moved and Peter seconded to approve SO & Payroll #25. Passed.

Executive Session – Peter motioned to go into executive session to discuss personnel issues at 8:30pm, seconded by David. Bill motioned to come out of executive session, seconded by Peter at 9:15pm. Action: Peter motioned to discuss personnel issues with Clayton and review applicants on Thursday seconded by David. Passed.

Peter motioned to adjourn at 9:18pm, seconded by David. Passed.

Signed by,

Melissa S. Zebrowski
Westmore Town Clerk