

SPECIAL MEETING OF THE WESTMINSTER SELECTOARD

Friday, July 30, 2021

Westminster Town Hall

Members Present: Kevin Hughes (Chair), Craig Allen (Vice Chair), and Susan Harlow (Clerk)

- Toby Young & Jason Perry were present via phone

Others Present: Russell Hodgkins (Town Manager)

1. **Call to Order:** Kevin Hughes (Chair) called the meeting to order at 8:32 a.m.
2. **Adjustments to Agenda:** None
3. **New Business (Discussion/Action) – EMERGENCY STORM DAMAGE & PUBLIC SAFETY**
Kevin Hughes opened the emergency meeting to discuss the Purchasing Policy Authorization, Section 3.06 created June 26, 2019. This is for immediate purchases to be authorized by the Town Manager and other Local Government Entities up to \$50,000 due to the storm damage on July 29, 2021 and for public safety. Kevin read that this Policy specifically states that procedures may be waived in the event of an Emergency. Kevin asked if he had the quorum of the Board, because this does in fact meet that definition. The Board was in agreement 5-0. Kevin continued to read the remaining Section 3.06 to the Board. Kevin made a motion to authorize the Town Manager to effectuate any purchases necessary under the Purchasing Policy for public safety, and to restore the damages. Craig Seconded the motion and the motion passed 5-0. Kevin stated that the Town Manager is hereby authorized to make purchases up to \$50,000 without authorization and to continue to effectuate these purchases and report within 24 hours or the best of his ability what the nature and total scope of the amount will be. Craig Allen brought up that this meeting was held without a 24 hour notice, and that the meeting law should be waived because this is declared an emergency. Russell Hodgkins stated that Vtrans has declared Windham County as an emergency zone. Westminster has been declared with enough damage to place us in the emergency zone, so this meeting is legal and documented.
4. **Date of Next Meeting: August 11, 2021 at 6:30 p.m. at the Westminster Town Hall**
5. **Adjournment:** Kevin made a motion to adjourn. Susan Harlow seconded, and the meeting was adjourned at 8:37 a.m.

Selectboard Clerk

date