

## WESTMINSTER SELECTBOARD MEETING

*Tuesday, July 23, 2024 at 6:30 p.m.*

**In person at Westminster, VT Town Hall and remote by FACT TV**

**Selectboard Present:** Dan Crocker (chair), Jason Perry (vice Chair), Real Bazin (clerk), Stephen Major, Katrina Hamilton (arrived 6:45 p.m.)

**Staff Present:** Millie Barry (clerk), Chuck (Charles) Lawrence and Lou Bordeaux (Town Manager)

**Others Present:** 1 person from Fact TV

1. **Call to Order:** Dan Crocker, Chair of the Board called the meeting to order at 6:30 p.m. Information to access a future meeting using a remote connection (when available), is on the Town of Westminster website or by contacting the Westminster Town Hall.
2. **Adjustments to Agenda:** Mr. Crocker noted acceptance of minutes would be after New Business on the agenda.
3. **Communications and Public Comments:** None
4. **Unfinished Business:** (Discussion/Action)
  - A. Personnel Policy revision: Real Bazin motioned to accept the Personnel Policy revision Stephen Major seconded; motion passed by voice vote (Major, Bazin, Perry).
5. **New Business:** (Discussion/Action) –
  - A. Route 121 Paving Project – Mr. Bazin said he attended a meeting with the Town of Rockingham and they have two large culverts to replace on Route 12. Mr. Bazin believed working with Rockingham to pave Route 121 at the same time Rockingham replaces culverts would be beneficial. The Board discussed the possibility of a bike path through North Westminster, deciding there would not be adequate room on the new 121 Bridge (when it was constructed) or through parts of the Village of North Westminster for a bike path.
  - B. Potential shared purchase of electric Bomag roller – The shared roller has been repaired. Rockingham and Westminster will continue to share use and expense to maintain.
  - C. Dry Well Behind Town Hall – Mr. Bordeaux said a dry well was discovered behind the Town Hall when the painter's lift was stuck in a large hole. The lift broke the cover of the dry well and the hole was filled with stone by the highway department this week.
  - D. Speeding Countermeasures – Information included in packet – The Board discussed speed sign options especially in the area of the Westminster Center School. Discussion will continue after more research by the Town Manager. Stephen Major motioned to authorize the Manager to purchase two radar, solar powered speed signs up to \$4,100.00 each. After discussion, the motion was amended to, 'up to a value of \$6,500.00' each to meet the Town's needs. Jason Perry seconded; motion carried by voice vote (Perry, Bazin, Hamilton, Major). Raised crosswalks/speed tables may be a Board discussion after the speed signs are purchased and in use.

- E. Cemetery Deed – Jason Perry motioned to approve the sale of two burial plots in Section E, lots 135 and 136 in Westminster New Cemetery in the amount of \$460.00 to Ray Stetson. Katrina Hamilton seconded; motion carried by voice vote (Perry, Bazin, Hamilton, Major).
- F. Town Manager’s Report –STARS (sheriff’s town activity report system) Report June – The Town received 187 hours of coverage. This coverage includes paperwork, court time etc. Warnings issued by the Windham County Sheriff were 36, tickets issued 13, fines totaled \$1,750.00. Mr. Bordeaux said he believed the department was doing a good job. The Board requested the Manager discuss with Sheriff Anderson a regular deputy check-in time with the Town Manager. Stephen Major suggested consulting with local businesses regarding their satisfaction with police coverage/presence.
  - Meeting with Senator Harrison – Senator Harrison expressed an interest in helping the towns in her district. Discussed was affordable housing, a topic of interest for legislators and others in State and federal government.
  - Special Meeting – Held on Tuesday, July 16, 2024 to set the 2024-2025 tax rate. Homestead rate is \$2.5729 and non-Homestead rate is \$2,7365. Also, July 16, lightning knocked out the internet/phone in the Town Hall and the clerk’s copier. Internet and phone service were not available most of Wednesday, July 17, 2024 until Comcast replaced the internet modem.
  - New Sign – Information included in packet – A new sign for the front of the Town Hall, 12’ long, 2’ high will be installed over the front door within two weeks.
- G. Road Foreman’s Report –
  - Traffic Study Pine Banks Road – Information included in packet – Study done by Windham Regional. The study showed 403 cars per day on Pine Banks Road.
  - Excavator – Repairs are complete - The emissions gas recirculation valve failed causing the particulate filter to fail. The excavator is 2017 John Deere with 3,665 hours. Final cost to repair has not been determined. The mower, (2018 Kubota M511C) with 2,175 hours is being repaired due to hydraulic issues.
  - ACT 64 work will continue in the next week on Westminster West Road. Mr. Lawrence has contacted the State regarding eligibility for the Better Roads Grant as a major landowner with road frontage does not want any Town work. Mr. Lawrence said the road front was not connected to any water and may not affect the grant.
  - There were a few washes after receiving 5” of rain last week. The crew is cleaning cuts outs and culverts to be ready for the next storm. Stephen Major motioned to accept the Town Manager’s and Road foreman’s report, Katrina Hamilton seconded; motion carried by voice vote (Perry, Bazin, Hamilton, Major).

H. Executive Session (if needed) -None

- 6. **Boards, Committees and Commissions:** Mr. Major said he was disappointed there were no reports from the Planning Commission, Conservations Commission etc. He believed occasional progress reports would be helpful to the Board. Mr. Bordeaux will have representatives of a board or commission at the next Board meeting.

7. **Acceptance of Minutes: July 9, 2024** – Jason Perry motioned to approve the minutes of July 9, 2024, Real Bazin seconded; motion carried by voice vote (Perry, Bazin, Major). Hamilton abstained from vote due to absence.

**July 16, 2024 – Special Meeting** – Jason Perry motioned to approve the minutes of the special meeting July 16, 2024. Katrina Hamilton seconded; motion carried by voice vote (Perry, Bazin, Hamilton), Major abstained due to absence.

8. **Other Business:** None

9. **Executive Session:** None

10. **Date of Next Meeting:** Tuesday, August 13, 2024 at 6:30 p.m.

11. **Adjournment:** Jason Perry motioned to adjourn at 7:34 p.m., Real Bazin seconded; motion to adjourn carried by voice vote, (Perry, Bazin, Hamilton, Major).

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**Clerk**

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**Date**

Minutes composed by Millie Barry 7/26/2024