

## WESTMINSTER SELECTBOARD MEETING

*Tuesday, November 12, 2024 - 6:30 p.m.*

### **In person at Westminster, VT Town Hall**

**Selectboard Present:** Dan Crocker (chair), Jason Perry (vice chair), Real Bazin (clerk) and Katrina Hamilton (arrival 6:50 p.m.) - Stephen Major was absent

**Staff Present:** Millie Barry (clerk), Lou Bordeaux (town manager), Ben Masure (road foreman)

1. **Call to Order:** Dan Crocker, called the meeting to order at 6:30 p.m. The meeting was not recorded by FACT TV. 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:** None
3. **Acceptance of Minutes:** October 22, 2024 – Moved to after New Business on agenda
4. **Communications and Public Comments:** None
5. **Unfinished Business (Discussion/Action):** None
6. **New Business (Discussion/Action) -**
  - A. Curbside trash and recycling bids for FY (fiscal year) 2026 and beyond – Information included in packet – Dan Crocker noted there was one bid, Ruggiero Trash Removal, for removal of trash and recycling for three years with an option to extend two years. Real Bazin confirmed the increase was five percent per year and stated that sometimes on Fridays he observed trash and recycling material being thrown together, questioning about the Town recycling. Jason Perry said once the material left the curb the Town did not have a say about what happened with the material, believing the company was doing what was right. Real Bazin moved to accept the contract, Jason Perry seconded; motion carried by voice vote (Crocker, Perry, Bazin).
  - B. FY2026 Budget – first draft – information included in packet – In answering Mr. Perry’s question of why the proposed rental income on the post office was down, Mr. Bordeaux said the number in the budget may not be accurate.  
Chloride - Mr. Bordeaux said a fill-up of chloride was about \$5,000.00 and the current budget figure of \$17,000.00 was doubled to ensure the town doesn’t run out. Jason Perry recommended reviewing the budget numbers and discussing at the next meeting.
  - C. Reclassification of FEMA (federal emergency management agency) funds – information included in packet - Mr. Bordeaux said as there were less ARPA (American Rescue Plan Act) funds left than anticipated, the retreatment budget would be minus for the current fiscal year. The amount of FEMA payments total \$68,091.88. Adding these funds to the existing fund balance of \$32,855.36 makes the account total \$100,947.24 if the board reclassified the monies to retreatment; adding the remaining ARPA funds the account would be ‘square’. Real Bazin motioned to reclassify to retreatment, Jason Perry seconded; motion carried by voice vote (Crocker, Perry, Bazin).
  - D. Town Manager’s report – information included in packet -
    1. Post office required repairs (unbudgeted) for a pressure tank, water heater, valve, switch and labor totaled \$4,795.17. Work was done by DeCamp plumbing. Also, the

current oil tank is weeping (seal at bottom is worn) and Dead River will not fill the tank in its current condition. Dead River's estimate to replace the oil tank is \$5,500.00, other estimates are expected. Jason Perry said the building would also need other repair work.

2. Cemetery wall project is more than halfway complete.
  3. Meetings: Highway crew, sheriff deputy Jacob Cohen, regional managers, Joe Ruggiero, I T (information technology) VC3 onboarding and VTCT offboarding and Sheriff Mark Anderson. Mr. Bordeaux said a budget letter received from the Windham County Sheriff department was for a proposed increase of 21% due to academy training, staff retention and other expenses. Mr. Bordeaux said he negotiated a 3% increase.
- E. Road Foreman's Report – Information included in packet - Chairperson Crocker congratulated Ben Masure.
1. Pine Banks project is complete. Guardrails used from stock will be replaced.
  2. Fall grading is complete except for a few touch-up spots happening in the next two weeks.
  3. Minard Road has been ditched from top to bottom as well as stone lined with check dams.
  4. Thayer Road culvert will be replaced in the coming week.
  5. Brush cutting will be done in the next two weeks continuing throughout the winter between storms.
  6. Manosh was in Town on the Veterans Day holiday to clean out catch basins. Several crew members came in to help.
  7. VLCT (Vermont League of Cities and Towns) safety grant received to pay for half of the rubber cutting edges for the plows. These edges are used when roads are not frozen.
  8. Josh Hearne (new hire) is a great addition to the highway crew.  
In addition, in the next FY the Town will receive a \$200,000.00 Class II paving grant from the State of VT (SOV) and the Town will be eligible for \$200k structures grant to be used for things like culverts (not paving).  
Real Bazin and Mr. Masure discussed 'feathering out' the crown of Henwood Hill using York rake and roller. Also, Mr. Bazin questioned if the debris under and against the Route 121 bridge abutment could be removed while the river water was low. Jason Perry said he believed a State stream alterations permit was required to remove debris. In answer to bridge cleaning, Mr. Masure said the Route 121 bridge had not been washed in a couple of years, possibly due to anticipating the bridge construction.
- F. Executive Session – None needed
7. Boards, Committees and Commissions: None  
**Acceptance of Minutes** - Jason Perry motioned to approve the minutes of October 22, 2024 as presented. Katrina Hamilton seconded; motion carried by voice vote (Crocker, Perry, Hamilton).
  8. **Other Business:** Public nuisance letter included in packet –Mr. Bordeaux said the letter was at the request of Ashley Pinger, animal control officer. Jason Perry motioned to sign

the letter of public nuisance from the Windham County Sheriff's Office for Wilson the German Shepard. Katrina Hamilton seconded; motion carried by voice vote (Perry, Bazin, Hamilton).

In another matter: Mr. Bordeaux, answering Mr. Bazin's question, said a contractor would not be hired to snowplow.

**9. Executive Session:** – None

**10. Date of Next Meeting:** – Tuesday, November 19, 2024 at 6:30 p.m. **(Note Change)**  
**December 3, 2024 and December 17, 2024 will be following Tuesday Selectboard meeting dates.**

**11. Adjournment:** At 7:08 Real Bazin motioned to adjourn the meeting, Katrina Hamilton seconded, meeting adjourned by voice vote (Perry, Bazin, Hamilton).

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**Clerk**

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**Date**

Minutes composed by Millie Barry 11/17/2024