

## WESTMINSTER SELECTBOARD MEETING

*Tuesday, December 3, 2024 – 6:30 p.m.*

Remote and in person at Westminster, VT Town Hall

**Selectboard Present:** Dan Crocker (chair), Jason Perry (vice chair), and Katrina Hamilton, Real Bazin and Stephen Major were absent

**Staff Present:** Millie Barry (clerk), Lou Bordeaux (town manager), remote – Jackie Atwood

**Others Present:** Arthur Dufresne and Cassaundra James

1. **Call to Order:** Dan Crocker, chair of the Board, called the meeting to order at 6:35 p.m. The meeting was 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:** November 19, 2024 – Acceptance of minutes was tabled due to absent board members and Katrina Hamilton’s absence at meeting November 19, 2024.
4. **Communications and Public Comments:** None
5. **Unfinished Business:** (Discussion/Action) –
  - A. FY2026 Budget – second draft discussion – Board reviewed the second draft of the budget included in packet. Dan Crocker noted \$10,000.00 had been added to the Planning Commission budget. Mr. Crocker also noted FY2026 transfer to equipment fund \$250,000.00, transfer to bridge fund \$175,000.00 and transfer to retreatment \$200,000.00. Jason Perry recommended a full board be present to approve the final budget.
6. **Other Business:** Jason Perry motioned to approve the sale of two burials, lots in the Westminster West cemetery to Thomas Goldschmid for \$450.00 section C row 14 bounded on the south by Allaire and Zimmerman, on the east by Miller and on north and west by unassigned lots. Katrina Hamilton seconded the motion, motion carried by voice vote (Crocker, Perry, Hamilton).
7. **Executive Session:** Katrina Hamilton motioned to go into executive session after other business to discuss a contractual matter. Jason Perry seconded; motion carried by voice vote (Crocker, Perry, Hamilton). **CLERK NOTE: Order of agenda items were changed by Board Chair**
8. **New Business:** (Discussion/Action) –
  - A. Town Manager’s Report – Information included in packet -
    - Mr. Bordeaux said the 2015 Town Plan was sent to Jenni Lavoie, State of VT Contracts and Grants Administrator. Mr. Bordeaux read part of her response including, “Westminster’s Municipal Plan is currently expired. The town cannot resubmit an expired plan without any public engagement at the town level, and public hearings. WRC (Windham Regional Commission) will be able to assist on the legal process.”
    - Mr. Bordeaux met with the road foreman to plan for pickup truck specifications and revise the equipment replacement schedule. Bids close 12/16/24 @2:00 p.m. for the truck. Joe Aiken will start on 1/6/2025. Highway crew was

- scheduled to install a culvert on Daigel Road to alleviate a long-time drainage problem.
- VC3, a company managing IT (information technology) and cybersecurity for companies and businesses continues onboarding. VC3 now manages the Town Hall email accounts.
- Town Charter was submitted to legal counsel to ensure that no charter change would be required to ask voters to consider changing elected positions to appointed of treasurer, town clerk and listers to appointed ones. Legal counsel agrees no charter change is required and the articles can go to Town Meeting.
- Tim Lillis responded regarding the Hearse shed and will be starting work in December. Jason Perry confirmed Mr. Lillis would work within the approved budget amount for the shed

**9. Date of Next Meeting:** Tuesday, December 17, 2024 at 6:30 p.m.

**10. Executive Session:** – The Board moved to executive session at 6:48 p.m. The Board returned to regular session at 7:08 p.m. motion by Jason Perry, seconded by Katrina Hamilton carried by voice vote (Crocker, Perry, Hamilton) No decisions were made.

**11. Adjournment:** Katrina Hamilton motioned to adjourn at 7:08 p.m., Jason Perry seconded, motion carried by voice vote (Crocker, Perry, Hamilton).

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Clerk

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Date

Minutes composed by Millie Barry 12/6/2024