

WESTMINSTER SELECTBOARD MEETING

Tuesday, February 25, 2025

In person at Westminster, VT Town Hall

Selectboard Present: Dan Crocker (chair) Jason Perry (vice chair), Real Bazin (clerk), Stephen Major, Katrina Hamilton

Staff Present: Lou Bordeaux (town manager), Ben Masure (road foreman)

Others Present: Cheryl Charles, Karen Blanchard, Annie Smith, Yvette Hendler, Margie Ferry and Cameron O'Brien.

1. **Call to Order:** Dan Crocker, chair of the Selectboard, called the meeting to order at 6:32 p.m. This 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** – February 11, 2025 – Real Bazin motioned to accept the minutes of February 11, 2025, Jason Perry seconded, motion passed by voice vote, (Perry, Bazin, Major; Hamilton abstained due to absence on February 11, 2025).
4. **Communications and Public Comments:** None
5. **Unfinished Business:**
 - A. Registration form to receive selectboard agenda – Chairman Crocker said that at the meeting of February 11, 2025, he would like to see a method for residents to get Selectboard agendas emailed to them. The Town Manager researched and added a registration form to the town website, enabling registration to have Selectboard agendas emailed after meetings are warned.
6. **New Business:** (Discussion/Action) –
 - A. Cheryl Charles: Rural School Community Alliance – Ms. Charles expressed concern about the status of rural schools in the state of Vermont. She mentioned Governor Scott's plan to close schools with a student population of fewer than 125 students. She added that the Governor sought to establish five "super districts". With declining student population in many areas of the state, the Rural School Community Alliance was formed. Real Bazin motioned for the Westminster Selectboard to join the alliance. Dr. Major seconded the motion. The motion carried 4-0 (Perry, Bazin, Hamilton, Major).
 - B. Municipal Code of Conduct – Recent events have led to the institution of a Municipal Code of Conduct. Chairman Crocker read the Code:

The Town of Westminster's commitment to providing a positive experience for those working, conducting business, and visiting Town facilities, including the town office, and other public spaces, is of the highest importance.

The Town supports a workplace that is conducive to personal safety, security and is free from intimidation, threats, or violent acts.

The Town will not tolerate workplace violence, including the threat of violence by anyone who conducts business with the Town.

The Town will not tolerate harassing conduct that affects employment conditions, that interferes unreasonably with an individual's performance or that creates an intimidating, hostile or offensive work environment.

Complying with this Visitor Code of Conduct is required by all people doing business with Town employees.

Violators who do not comply with this policy may be required to leave the premises.

Expected Conduct:

- Use common courtesy when interacting with others
- Show respect for others, Town facilities and the personal property of others
- Avoid disturbing or interfering with Town staff, other patrons and the normal operations of the Town
- Do not engage in any lewd or offensive behavior
- Any form of violence or threat of physical harm against individual(s) or property is prohibited
- Any form of fraudulent speech or obscenity is prohibited
- Smoking, drinking alcohol or appearing to be under the influence of any illegal substance is prohibited

Violations may result in suspension of facility privileges.

Mr. Bazin motioned to approve and implement the Code of Conduct. Dr. Major seconded and the motion passed 4-0 (Perry, Bazin, Hamilton, Major)

- C.** Annual Certification of Highway Mileage – This is a brief annual report for Vtrans to maintain their database of road information and accessibility to grant funding. Mr. Bazin motioned to accept and sign the report. Ms. Hamilton seconded and the motion passed 4-0 (Perry, Bazin, Hamilton Major).
- D.** Review of Town Meeting Articles – All Town Meeting articles were reviewed, with Selectboard members choosing which articles they will move at the meeting.
- E.** Town Manager’s Report –
- Offered congratulations to Alison Latham for the dedication of the Town Report to her.
 - Town Plan RFP bid opening was to take place on February 18th. However no bids were received.
 - Sgt. Norton reported that our current “Stop and Yield Sign Declaration” (August 23, 2017) should be updated.
 - Set up the web form for registrants who would like to get future Selectboard agendas emailed to them.
 - Windham Superior Court issued a Final Order denying Mr. Poore’s claim for additional compensation. His appeal period expired on January 31, 2025. With no appeal to the Vermont Supreme Court, the matter is now closed.
- F.** Road Foreman’s Report –
- Winter is going smoothly so far, many compliments on the road conditions.
 - Preparing for spring and mud season, getting grader, rake, stone and gravel ready.
 - Hoping to resume brush and tree cutting this week with less storms in the forecast.
 - Road Foreman’s meeting Wednesday in Wilmington, I was asked to speak about the Leadership Academy.
 - We have used 4,100 yards of sand so far this winter. I am hoping to put this out to bid in the next couple weeks. We like to haul as much as we can this time of year so in the summer we can focus on road projects.

- Preparing for paving bids to go out. We have had to move around the paving schedule a bit due to Bridge #5 being pushed to 2027. I am looking at doing Back Westminster Road and the I-91 Access Ramp this year, with a rough cost of \$204,917. Next year would be Rt 121 from Rockingham line to Bellows Falls line. Rockingham is paving Rt 121 as well so we will hopefully get a better price. A rough cost for that will be \$398,495. We have a Class 2 paving grant of \$200,000 (\$25,000 match) to use this year or next. Funding should be right on target to complete both of these. We will do patch paving ourselves on the Patch Road and Westminster West Road in the meantime.

G. Executive Session – None

7. Other Business:

- Second Class License (beer & wine) for The Last Stand owned by Paul, Daniel & Thomas Harlow Partnership. Mr. Perry motioned to approve the application. Ms. Hamilton seconded and the motion carried 4-0 (Perry, Bazin, Hamilton, Major)
- Dr. Major spoke briefly about the article on the Town Meeting Warning regarding the elimination of the Board of Listers. He thoughtfully added that due to the potential controversy and neighbors not wanting to disrespect one another that a paper ballot may be in order to vote on the article.

8. Executive Session: None

9. Date of Next Meeting: March 11, 2025 at 6:30 p.m.

10. Adjournment: Mr. Perry motioned to adjourn at 7:11 p.m., Mr. Bazin seconded, meeting adjourned.

Clerk

Date

Minutes composed by Lou Bordeaux 2/26/2025