

**TOWN OF WESTMINSTER  
SELECTBOARD MEETING  
March 9, 2016**

Members Present Selectboard: K. Sheldon Beebe, Toby Young, Craig Allen, Nancy Dalzell  
and Susan Harlow

Others Present: Russell Hodgkins (Town Manager / ZA), Mark Lund (Road Foreman), Millie Barry (Recording Clerk), Alisa Allbee Daigneault, Walter & Priscilla Allbee, David Clark, David Dupuis, Nate Stoddard, Elizabeth James, Eric Anderson, Janice Wojcik and approximately 2 other people were present from the public.

**1. CALL TO ORDER:** The Town Manager called the Selectboard re-organizational meeting to order at 6:30 p.m.

**2. REORGANIZATION OF THE BOARD:** The Town Manager requested nominations for Chair of the Board starting March 9, 2016 and ending March 8, 2017. Toby Young nominated Sheldon Beebe to service another term as Chair, Craig Allen seconded. The Motion passed. Sheldon Beebe took over the meeting as the newly elected Chair and accepted nominations for Vice Chair and Clerk. Craig Allen was voted in as Vice Chair and Nancy Dalzell voted in as Clerk.

**3. ADJUSTMENTS TO AGENDA:** None

**4. ACCEPTANCE OF MINUTES: February 24, 2016 & February 27, 2016 minutes:** Toby Young made a motion to accept the minutes of February 24 as printed, Susan Harlow seconded. The motion passed.

Toby Young made a motion to accept the minutes of February 27 as printed, Craig Allen seconded. The motion passed.

**5. COMMUNICATIONS AND PUBLIC COMMENT:** David Clark stated he hoped the Selectboard was overseeing the duties and responsibilities of the hired Deputy Sherriff and hoped that traffic control was just a small part of his duties for the Town. He also went on to say he was more than disturbed about the fact that the Deputy was watching speed on Voting Day on School Street with the school closed. The Westminster Pool was discussed at length about the after-hours activities that have become more frequent in the past months. Alisa Allbee Daigneault stated that there is an active committee that has put in a lot of work into this area and she was surprised why this was being brought up. The Manager explained that it has been brought to his attention that the activity has picked up and that the Deputy Sherriff has begun monitoring this area just in the recent days. It was decided to offer the Town's cameras to the Sherriff's Department to help patrol the area on a trial basis during March and April.

**6. UNFINISHED BUSINESS (Discussions/Action):**

**A. Town Meeting Discussion:** Toby Young stated she wanted the Board to examine where the communication fell through about the Barrett House purchase. She noted that there were concerns about the structural report that was furnished to people. She also went on to say that there is a possibility that the Barrett property could be bought and donated to the Town. The Board should prepare for this option and the fact that the taxes are being paid by donation makes this transaction very attractive. David Dupuis questioned the vote at Town Meeting and wondered why the Board would even consider this again. Craig Allen stated there needed to be a concrete plan for the actual property use and how it would benefit the taxpayers. Janice Wojcik questioned the use of the land for septic replacement but explained that is far from giving the house to the Historical Society. Toby Young stated efforts to improve the Town Hall have been hampered by the lack of space. Nancy Dalzell stated that the rooms are not big enough for the Historic Society. David Clark's concern was that there was not enough information available and possibly the Board might consider a master plan for all of the town's buildings and properties. Pricilla Allbee questioned if the Barrett House was still an option even with the vote at Town Meeting? The Town Manager stated that the subdivision of the Barrett property was refused by Peter Barrett at this time.

Janice Wojcik expressed concerns about the employee raises and why was the amounts in the budget not what the employees are getting?

- B. Parking Area Behind Post Office:** Russ Hodgkins asked the Board what they wanted to do about the new parking area behind the post office now that the Barrett House is not available. Janice Wojcik asked about the screening and Sheldon Beebe requested that she ask her neighbors what they would like to see and get back to them. Susan Harlow made a motion to proceed with the permitted plan for the new parking area with 18 parking spots, Nancy Dalzell seconded. The motion passed.
- C. Buyout from FEMA:** Russ Hodgkins explained the documents for the closing will be ready soon and the closing will be in a couple of weeks or so.

## 7. NEW BUSINESS:

- A. Yearly Appointments of Record:** Toby Young was nominated as the **DRB Alternate** by Susan Harlow, seconded by Craig Allen. Motion passed.  
The **Planning Commission Alternate** is Susan Harlow and was nominated by Toby Young and seconded by Craig Allen. The motion passed.  
The **Newspaper of Record** is the Brattleboro Reformer at present and the Town Manager noted that the rates have gone up substantially and we need to look at a different source of reporting. A representative from the “Commons” explained his newspaper and how they could supply the Town with the paper of choice postings. The Commons comes out only once a week, but places ads for Towns daily. The Town Manager will research with legal counsel if the website postings are a legal notification avenue for legal postings and he will get back to the Board with the information.  
Craig Allen made a motion to have Salmon and Nostrand as the first **Towns Legal Counsel** and Fisher and Fisher as the backup. The motion was seconded and passed unanimously.  
Toby Young made a motion to have Russell Hodgkins continue his position as **Health Officer** for a term of three years. Craig Allen seconded and the motion passed.  
The Town Manager presented the **Local Emergency Operations Plan (LEOP)** and the Board accepted the plan and signed in approval.  
Toby Young made a motion to nominate the current representatives to the **Windham Regional Planning Commission** in Norman Wright and Stephen Dotson to continue for another year. The motion was seconded by Susan Harlow and the motion passed.  
Susan Harlow made a motion to have Sheldon Beebe be the **Pager Carrier**. Toby Young seconded and the motion passed.
- B. Five Year Plan (survey):** The Town Manager brought this to the Boards attention because of the comments that were made at Town Meeting. The Board discussed what could possibly be part of the plan and equipment purchases, renovations of real estate, and goals were mentioned to name a few. The Manager will place this subject on future agendas.
- C. 2017 Trash Mandated Updates:** Russ Hodgkins presented a first draft of the new rules for 2017. He went on to explain how the Town has experienced a reduction in trash of approximately 60%. Nate Stoddard explained his disappointment in that our present Hauler does not accept #4 plastic bags in the recycling and he is generating a couple hundred pellet bags. He researched Rutland Town and they now have a source to recycle this and thinks the Town should pursue this in the future.

## 8. MANAGER’S REPORT:

- 1. Tax Maps:** Russ Hodgkins explained that the tax maps hadn’t been updated in a while and he has contacted DiBernardo Associates to do this.
- 2. Meeting on the Hartley Hill Farm and Access:** Russ Hodgkins gave the Selectboard a timeline of the three quarters of a mile of private road on Hartley Hill. A lengthy discussion followed about

the Town's position on maintaining this portion of the road. No decision was made and will be spoke about in a meeting to follow.

**3. Spring Selectboard Institute – Saturday March 12:** There is no Board members able to go.

**4. Coaching Varsity Softball:** Russ Hodgkins requested permission to continue coaching varsity softball at the Bellows Falls Union High School. He explained that he will be gone at certain times for games and assured the Board that any time missed would be made up. The Board granted permission.

**5. High Meadows Grant:** The Town Manager is requesting help in planting approximately \$3,000 worth of plants on the Saxtons River corridor in North Westminster this Spring. The date will be set soon and he will bring it to the Board. He also mentioned that the Bellows Falls High School has a group of students that have showed interest in helping.

**6. Green Mountain Power:** The Town Manager made mention to a news cast he received which stated the utility company has reached it maximum cap on renewable energy.

**7. Green Burial:** The TM will meet with the family on March 10<sup>th</sup>.

**8. Life Insurance Carrier is Dropping Municipalities:** The Town will put out to bid this policy need and more information will follow.

**9. Town Forrest:** Tim Morton from the State Forestry Division freed up some time and started marking trees in the forest for the upcoming harvest. This will be a clean-up harvest and will be done in the fall.

**9. BOARD'S AND COMMISSION:** None

**10. OTHER BUSINESS:** None

**11. DATE OF NEXT MEETING:** March 23, 2016

**12. ADJOURNMENT:** Toby Young made a motion to adjourn at 8:45 p.m. Susan Harlow seconded the motion. Motion passed.

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Signature of Clerk

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Date