

Town of Westminster Select Board Meeting

**June 10, 2015**

**Present:** K. Sheldon Beebe- Chair, Craig Allen- Clerk, Toby Young, Peter Barrett and Paul Banik- Vice Chair.

**Others Present:** Russell Hodgkins (Town Manger), Alison Bigwood (Town Clerk), Mark Lund (Road Foreman), Millie Barry (Recording Clerk), Ned Lester, Christian Blake and Nancy Dalzell

1. **Call to Order:** In the absence of the Select Board Chair, Paul Banik- Vice Chair, called the meeting to order at 6:36 p.m. The meeting was passed to the Chair of the Board at 6:39 p.m.
2. **Adjustments to Agenda:** None
3. **Acceptance of Minutes:** Craig Allen made the motion to accept the 5/27/2015 minutes as printed, Toby Young seconded, passed unanimously.
4. **Communications and Public Comments:** The board voted 3-1 (Peter Barrett dissenting) to uphold a citation and fine of \$250.00 issued to Ned Lester of 896 Hartley Hill for illegally disposing of trash (unlawful dumping) at another person's property on Hartley Hill. Mr. Lester appeared before the board to appeal the fine and to request a warning, not a citation.
5. **Unfinished Business:**
  - A. **Year End Budget Report Update** (w/Town Clerk and Road Foreman) - TM referred to packet, Expenditure/Revenue Reports noting a surplus of unexpected tax revenue, approximately \$250,600. The surplus, in part from maximizing participation in VTrans reporting. TM- for several years, due to storm Irene etc., explained that there was not enough "rainy day" surplus in the Town's accounts and will need to be addressed. Budgeted expenditures are \$2,045,188 with approximately \$1,910,500 expended, leaving approximately \$134k in expenses to the end of the fiscal year. Laurie from NEMRC will clarify expenditure report. The Board and TM discussed the clarity of the report and all agreed the report could be clearer and more user friendly. TM - At the next meeting, the last of the fiscal year, the figures will be more exact. Mark Lund said Lane Construction will take care of the 'bump' on route 121 and that no grants were received for paving.
  - B. **Trash Update:** TM- The informational packets, including tags, have been mailed to taxpayers. Approximately 20 totes have been sold. Toby Young commented the packet contents were very good and very clear. The Board thanked Nancy Dalzell for helping with trash update information and packets for the last two weeks. TM- noted the tags/stickers (for trash bags) can be carried over from year to year if a taxpayer does not use those allotted. Russ explained that taxpayers could return the stickers/tags, not used, back to the Town office to be distributed to someone in need or with a large household of children generating more than one trash bag per week. He also noted if someone gave one or more of their stickers to someone else, to keep track of the information for follow-up purposes as the stickers are numbered by household. Addresses for mailing to taxpayers was from the Grand List. Taxpayers owning/paying taxes on one or more properties were issued one or more set of tags. Rental property owners are responsible for distributing tags to tenants. Tabled until the next meeting was discussion on tags for the Westminster Institute, Fire Station, Westminster Center Post Office, two libraries and three churches located within the Town.
  - C. **Camera Purchase Update:** TM- Installed and running. The meeting (barring problems) would be on the Town website 6/11/2015.

- D. **Review Town Trash Ordinance:** TM- The Ordinance will be sent to legal counsel as the Board had no further updates/changes to the Ordinance.
  - E. **Solar Tax Exemption:** Paul Banik attended a Windham Regional Commission meeting about up and coming solar projects and referred to Sovern, Inc. preparing to file with the Public Service Board, a request to build and operate a solar project at the remaining industrial park spaces in Westminster. The information from this meeting, was that the Commission believes there is no regional significance for the greater good. They will help the Town, but will not take the lead as economic value is only to the Town of Westminster, not the region, in their opinion. TM- Another meeting has been scheduled for further discussion. The Select Board agreed a renewable energy taxation ordinance changes should be seriously considered involving a possible special Town Meeting with taxpayers to change the present ordinance. The Board is to confirm that the power beneficiary would be solely the Vermont National Guard Armory.
  - F. **Town Plan Review:** TM- The Regional Planning Commission made some small changes. The next steps are feedback from the Select Board and Legal Counsel. TM- requests comments and changes to the plan by June 24<sup>th</sup>.
  - G. **Assessment Firm- FY 15-16:** TM- Referred to packet information. There are many open ended items requiring attention in the Lister's office. Russ recommended the Board sign the contract for NEMRC to continue service at the fixed (budgeted) amount to complete the fiscal year. Craig Allen made the motion to sign the NEMRC contract, Peter Barrett seconded, passed unanimously.
  - H. **Contractual Matter:** Paul Banik made a motion to adjourn to executive session at a later time in the meeting to discuss a contract matter and invited the Town Manger to join them. Peter Barrett seconded, passed unanimously.
- 6. New Business:**
- A. **Sullivan, Powers & Co., P.C. contract** - Craig Allen moved to sign the contract for Sullivan, Powers & Co., P.C. for audit services, year ending June 30, 2015. Paul Banik seconded, passed unanimously.
- 7. Manger's Report:** TM - The Recycling Storage Facility Expense (question from last meeting) is Westminster charges Rockingham for the use of land at Recycling Center and in turn, Rockingham charges Westminster the same amount for use of the facility. TM- Referred to Statement of Internal Controls in the Board packet. This statement is required by law. TM- requested continuation/signing contract with HB Fuels for #2 heating oil at \$2.279, propane at \$ 2.399 and off road diesel at \$ 2.57. Toby Young made the motion to accept and sign the contract, Peter Barrett seconded, motion passed. Paul Banik abstained from voting as an employee of another local fuel company.
- 8. Boards and Commissions:** TM- Historic Review Board has met two times, doing a great job! Board is newly formed group; Peter Tyrell, Bobbi Bolton and Matt Sargent, diverse and active up and down the Village. Christian Blake (a late arrival to the meeting) questioned the board about the new revised Town Plan, plans to increase the Grand List and rezoning his property from residential to commercial? Members of the Board and the TM agreed the endeavor to change zoning was huge as the State does not encourage 'spot zoning'. Further, there are a lot of steps, two public hearings, meetings with Windham Regional, legal counsel, before the State makes the final determination. TM- will research steps to change zoning. Mr. Blake's questions will be addressed at the next Select Board meeting.

**9. Other Business : None**

**10. Date of Next Meeting:** June 24, 2015

The Chair declared the meeting over and that the Board was going to move into Executive Session at 8:14 PM. to discuss a contractual matter and invited the Town Manager. The Board came out of Executive Session at 9:10 PM. No further action was taken.

**11. Adjournment:** At 9:15 PM the Selectboard moved to adjourn.

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Selectboard Clerk – Craig Allen

Minutes prepared by Millie Barry

6/11/2015