

Town of Westminster Select Board Meeting

Wednesday, March 25, 2015

Present: K. Sheldon Beebe – Chair, Craig Allen - Clerk, Paul Banik – Vice Chair (arrived 6:35 PM), and Peter Barrett (by telephone).

Others Present: Russell Hodgkins (Town Manager), Mark Lund (Road Foreman), Jason Perry, Fran Renaud, Jan Ameen, Fred Yates, Dan Green, Tatiana Schreiber, Walt Allbee and David Dupuis

1. **Call to Order:** The meeting was called to order at 6:30 p.m. in the Westminster Town Hall.
2. **Adjustments to Agenda:** None
3. **Acceptance of Minutes:** (March 10, 2015) Craig Allen moved to accept the minutes as printed, Peter Barrett seconded. K. Sheldon Beebe brought to the Boards attention an error on page 2, Item # 8 (Manager's Report) second line had gas seed and it needed to read grass seed. After amending the motion to include the correction, the minutes were accepted unanimously.
4. **Communications and Public Comments:** None
5. **Unfinished Business:**
 - A. Trash discussion update (if any):
 1. The Manager handed out a discussion sheet and warned the Board that their decision about the trash collection has many levels of consideration. The Manager described the various choices that have to be determined before even a Hauler can be chosen. Trash discussion: Peter Barrett has the concern of who picks up multiple bags that are deemed unsuitable? The Manager will get a copy of the Town Ordinance as it pertains to the Trash issue. Fred Yates explained his concerns about what was given to the Board as directive with the amendment to the budget at Town Meeting. The Board explained that there is a process and nothing has been determined, yet. Tatiana Schreiber explained her dismay with the entire tote proposal. They are just too big and she explained that she would not be able to handle the 64 gallon tote, never mind the 96 gallon tote that has been proposed. She also mentioned the single stream recycling vs. dual stream recycling and the contamination factor with single stream. She is in favor of dual stream because it is recycling as it should be, clean. Jason Perry was questioning the amount and quality of trash that a few different residents discard. He was wondering and was concerned with how the Town was and is going to deal with it. Jan Ameen handed out a cost analyst that she created for the Board to consider. Paul declared his preference in the hauler and their option with Ruggiero and his option # 3 (weekly pickup). Fred Yates also volunteered to help educate the public about this new trash program. Fran Renaud said that more information is needed to the taxpayer and the minutes of the Town Meeting did not even mention the trash amendment. The amendment was confusing. Craig told Fran that more information will follow the decision.
 - B. Listers Office Update:

The Manager asked the Chair to sign the contract that NEMRC gave us to close out the fiscal year for the Listers office. The grand list close out deadline is April 1st and NEMRC has assured us that they will make the deadline and will be within our remaining budget. Craig made the motion to have the Chair sign the contract, Paul seconded. It passed with Peter abstaining because he hadn't seen the document. The Manager continued the discussion with the interest from NEMRC to continue this service long term.

The Manager explained that this service is a possibility being put out to bid and this was confirmed by Larry Slason, the Towns legal counsel. He went on that the Listers will still be needed (3) and this job description will need to be determined by the Board. The Manger will have it on the agenda for the next meeting. The request for volunteers will be in the Brattleboro Reformer, Gazette, and on the website.

C. Yearly Appointments of Record:

1. Town Grand Juror – Peggy O’Toole appointment (Craig made the motion to appoint, Peter seconded. Motion passed).
2. Windham Regional Commission – Norm Wright annual appointment, with a vacant spot still available (Craig made the motion to appoint, Paul seconded. Motion passed).
3. Robert Rules of Order (Craig made the motion to accept, Paul seconded. Motion passed). Mr. Beebe mentioned he will only vote when there is a tie.

6. New Business (Discussion/Action)

- A. Emergency Management – Pager Carrier: The Manager explained that there are two pagers for the Emergency Management. One is held by him and the other is presently carried by Nate Stoddard. He went on to say that Nate has shown interest in keeping the pager if the Selectboard would allow him. Paul asked about history of the pagers. Craig Allen said he had no problem leaving it with Nate if no other interest was shown from a Board member. Craig made the motion to give the pager to Paul who is interested in carrying the pager, seconded by Peter. Discussion followed to keep the pager in the Selectboard’s hands. Motion passed.
- B. Sign “Notice” of Road Weight Restrictions: TM – Explained the document. Craig made the motion to sign the Notice of road restrictions. Peter seconded. Motion passed.
- C. Sign the Structures Grant: TM – Explained the difference this year from last and also mentioned the Towns exposure lessened this coming year for storm related incidents around \$10,000. When a storm hits the exposure lessened by approximately \$10,000 before the State will help with the repairs. Craig made the motion to sign the Structures Grant. Paul seconded. Motion passed.
- D. Sign the Mitigation Plan: TM – Explained that this has been a long time coming and is the final document for their approval which will allow us to receive different grants for several different needs. One very prominent need is the buy-out from FEMA for a house we lost in “Tropical Storm Irene”. Peter made a motion to sign the final Mitigation plan as presented. It was seconded by Craig, and the motion passed.
- E. New Truck – 6 wheeler: TM – Explained the new truck with trade will cost approximately \$127,000 with truck, body, and plow. Patriot has already ordered the truck waiting for our approval because the demand is substantial. Paul mentioned his concern for the lack of three bids and explained that he understands why, but still has concerns. Craig explained the Guarantee Buyback program offered by Patriot. The Manager told the Board that we are still waiting for another bid on the body and will keep them in the loop.

7. Manager’s Report:

1. Confirmed signing of the front door contract with Woodstone and explained the up and coming schedules for the building. TM is still looking for grants that might help with this venture.
2. TM went to a seminar sponsored by Windham Regional about “Joint Municipal Ventures”. He explained that this was the best meeting that he has attended since becoming the Town Manager. Multiple Towns were represented and many needs were explained and how Towns working together could turn into savings. Subjects like assessors, buying salt or gravels, purchasing equipment, to swapping services were explained are all ways to lower the overall Town budget. Further information will be presented by a new list serve that WR will be sponsoring.
3. Explained the need for a Town only posting board in the West. TM to check with the school to see if one could be placed there.

4. Roof leaked at the Post Office due to an ice jam on the north side of the building. Light damage occurred and will be fixed by Cole Streeter.
5. In the Boards packet was the 3rd quarter financials. TM explained no real eye openers, except the salt and sand item is over by \$10,000, but relatively speaking we didn't experience the huge deficits that some towns did.
6. TM handed the Selectboard his contact information because of the flag incident at the Town Hall.
8. **Boards and Commissions:** The Planning Commission's new version of the "Town Plan" is in its final review stage and is expected for Selectboard review next month.
9. **Other Business:** Paul Banik asked about skunks this year and was any preventive work done to help with this problem. TM answered that the road crew created a barrier to stop the progression of skunks under the building. Paul also volunteered to plug the sewer service at the North Westminster Community house. Sheldon agreed to help and so the two of them will address this soon. Fran Renaud questioned the pager carriers and how did it work when someone left Town? The TM explained that's why there is two.
11. **Date of Next Meeting:** Wednesday, April 8, 2015 at 6:30 p.m. (note changes)
12. **Adjournment:** Craig Allen moved and Peter Barrett seconded to adjourn the meeting at 8:18 p.m.

Clerk Signature

Minutes prepared by Russell Hodgkins