

Town of Westminster

Select Board Meeting October 14, 2015

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

Others Present: Russell Hodgkins (Town Manger), Ali Bigwood (Town Clerk), Millie Barry (Recording Clerk), Mark Lund (Road Foreman) Nancy Dazell, Fran Renaud, Don Slie and Christian Blake

1. **Call to Order:** The meeting was called to order at 6:30 p.m. by the Board Chair
2. **Adjustments to the Agenda:** None
3. **Acceptance of Minutes:** Toby made a motion to accept the Select Board minutes of September 23rd as printed, Peter Barrett seconded making a note to correct: 6. New Business – C. in the eighth line, adding years after the word three to read: Deen intends to pursue to have the shore land protection provisions that went into law three years ago. The motion passed unanimously to accept minutes with correction. Regarding the Town of Westminster Select Board Public Hearing Minutes: Fran Renaud questioned having a meeting without a quorum present. Toby Young clarified this was a Public Hearing. Toby Young requested under B: Tammy Kissell's statement was "in her opinion". The Chair made a motion to accept the minutes as amended. Toby Young seconded. Before the motion was voted, Fran Renaud noted under A: The public hearing began with Christian Blake making comments that the Town Plan was a joke and the Town was anti-commercial growth. The minutes read, 'the public making comments'. The Chair tabled approval of the minutes until the next meeting pending corrections.
4. **Communications and Public Comments:**

TM-Included in packet is communication from Christian Blake. The Chair noted the communication, as written was not understood due to spelling, grammatical and word error. Don Slie specifically questioned the Chair about sub-contracting work he was involved in with Cole Streeter. The Chair responded he did not sub-contract, had never done work with Cole Streeter. The TM and Chair confirmed Cole Streeter's outdoor boiler had been shut down since Memorial Day. Mr. Slie asked for specific visit dates to Mr. Streeter's boiler by the TM and Board Chair. Mr. Slie relayed his furnace would be inspected by two people. The Chair confirmed his belief Mr. Slie's furnace should be inspected as a next step and that Mr. Slie's health was as important as any other person's health in the Town.
5. **Unfinished Business:**
 - A. TM-The Adoption of the Vermont Implementation Plan for the National Incident Management System was approved at the last Select Board Meeting. To be official the Certificate of Compliance requires all Select Board Member signatures. Certificate was signed.
 - B. Solar Agreement in Industrial Park: TM-Packet includes letters (3). Sovern will be required to re-file with the Public Service Board as the original petition was filed inappropriately.
 - C. Discussion-Public Hearing #2 on the new "Town Plan". After discussion Toby Young motioned and Peter Barrett seconded that no more public hearings were required on Town Plan 6.2. Toby Young confirmed there will be additional public hearings when the by-laws are finished. Peter Barrett would like the Board to show concern or expression on the 5 lots and industrial land change. Further, is it possible when the by-law hearings take place that

changes be suggested? TM confirmed this possibility. The motion for no more public hearings passed unanimously.

- D. Possible Adoption of Town Plan: Toby motioned to adopt the Town Plan with the corrections currently made. Peter Barrett seconded, motion passed unanimously.

6. New Business: (Discussion/Action)

- A. Approve/Disapprove Driveway Culvert Maintenance Policy: TM-The policy currently in place is not written. The access permit for a new driveway is \$100.00. For stream crossing, the Town maintains the culvert completely. Seasonal run-off culvert the property owner installs the initial culvert, the Town would supply and install a replacement culvert if or when replacement is required. After discussion, Toby Young made the motion to establish an ordinance that when a culvert requires replacement in a private driveway within the Town right of way, it is the responsibility of the property owner to purchase the culvert, the Town will install, as has been done in the past. Peter Barrett seconded. The motion passed unanimously.
 - B. Hire Architectural Firm for the Town Hall renovation project: TM-Packet includes questions regarding architect proposals and grading per their individual answer on proposals. The firms interviewed stood out as exceptional and were: Arnold and Scangas, Catlin & Petrovick and Jay White. The TM and Town Clerk expressed their thoughts regarding architect interviews as did the Board members attending discussions. Their summary was that all architectural firms were very well qualified. Toby Young made a motion to engage Arnold and Scangas. The motion died with no second. Fran Renaud requested information about pursuing a committee to oversee the renovations of the Town Hall. The Board Chair said it was possible a committee could be formed once an architect was hired. Mark Lund asked about getting a petition together to bring the Town Hall project/renovation to voters at Town Meeting and let the Historical Society take over the project? He also stated there was an elected Select Board to make decisions. Peter Barrett motioned to engage Jay White, Paul Banik seconded. Peter Barrett and Paul Banik voted yes, Toby Young and Shell Beebe voted no. The Select Board Chair tabled further discussion until the next meeting when all Board members were present.
 - C. Adopt Waterfall Names (2): TM-Packet contains information, request from the Rockingham Conservation Commission (RCC), specifically Peter Bergstrom (member) to name two water falls in North Westminster. A motion was made by Toby Young and seconded by Peter Barrett to name Gages Falls a waterfall on the Saxtons River viewed from the bridge on the Covered Bridge Road and Twin Falls viewed from Forest Road. The motion passed unanimously.
 - D. Pace Program: TM-Packet contains Efficiency VT PACE (Property-Assessed Clean Energy) program description. This home improvement and low interest loan program for home improvement energy projects was tabled 1.5 years ago TM advised the Board read information carefully as the responsibility is a lot for the Town to administer. TM requested the Board bring the Pace documents to the next meeting.
- 7. Manager's Report:** **1.** TM reminder he was away for Emergency Management Directors meeting October 19, 20, and 21st. **2.** Confirmation was sent adopting the two new brook names making the names official. **3.** There is an invite from WRC for forest management classes in

- packet; *Shedding Light on the Working Forest*. 4. Packet contains handout on Open Meeting Law Toby Young requested. 5. Status on Bridge #2424 (Henwood Hill location). The work order (TA65) from Vtrans for amount previously discussed is last hurdle to receive funds. Monies should be received at any time. 6. Packet contains 'Building Flood Resiliency Through Better Land Management' seminar invite for Saturday, 10/17/15. This specifically pertains to High Meadows Grant and protection of the Saxtons River Banks in Gageville/North Westminster. 7. Town received contract for Sandra Dupuis buyout, procedure will be implemented to tear building down.
8. **Boards and Commissions:** TM- The Planning Board formally approved the 6.2 version and are now working on the zoning bylaws.
Mark Lund questioned the status of the North Westminster Community Hall? The Board Chair confirmed the status of the Hall may be a Town Meeting item. Mark also asked about forest management of land owned by the Town? The Board Chair suggested having Tim Morton (Forester) evaluate for logging and possibility of generating revenue for the Town.
9. **Other Business:** TM-Packet includes quarterly revenue update report. Nowhere in the budget does it show what the Select Board approved and voted on. On the last line of the 2nd page, "end of year surplus" shows the Board took surplus from last year and put into this year's budget to lessen the cost. The TM 'installed' the line to be clear/show what was done. Also the Select Board voted the 'rainy day' fund for expenses the Town has for emergencies.
Fran Renaud noted she is the only member of the Westminster Community Improvement Committee due to resignation of other members. Fran would like to advertise there is money available (amount undetermined). The Chair noted there should be other members.
10. **Date of Next Meeting:** October 28, 2015
11. **Adjournment:** Toby Young motioned, Peter Barrett seconded to adjourn at 8:17 p.m., motion carried.

Select Board Clerk, Craig Allen

Minutes prepared by Millie Barry 10/17/2015