

MEETING OF THE WESTMINSTER SELECT BOARD

WEDNESDAY, MAY 23, 2018, WESTMINSTER, VT TOWN HALL

Members Present: K. Sheldon Beebe (Chair), Susan Harlow (Clerk), Toby Young and Kevin Hughes. Craig Allen (Vice Chair) was absent.

Others Present: Russell Hodgkins (Town Manager/Zoning Administrator) Nancy Dalzell, Millie Barry (Recording Clerk), Jan Ameen, Kathy Kingston and FACTV

1. **Call to Order:** The meeting was called to order at 7:20 p.m. following an Animal Ordinance Public Hearing by K. Sheldon Beebe, Chair of the Board
2. **Adjustments to Agenda:** Town Manager, Russell Hodgkins requested to move 6A under New Business – Village Sanitation Pilot Study – Kathy Kingston – to after # 4 – Communications and Public Comments. The Chair noted the change.
3. **Acceptance of Minutes:** May 9, 2018 – Susan Harlow motioned to approve the minutes of May 9, 2018 as written. Kevin Hughes seconded the motion, the motion carried.
4. **Communication and Public Comments:** Kathy Kingston asked about signs on either end of the Village of Westminster West designating the historic village. In addition, it would be nice to have these signs in the Village of North Westminster. The Manager said a petition would be formally submitted to the State addressing these new signs after the State of VT High Risk Roads grant work (in process) was completed.

Village Sanitation Pilot Study: – Kathy Kingston – Ms. Kingston explained Rich Earth Institute, in conjunction with the Windham Regional Commission, would like to do a pilot study with one Village in the State of VT, meeting certain criteria and wanting to participate in a pilot study. Information (with details) is included in the Selectboard packet. Rich Earth Institute would analyze a waste disposal system to see what it would take to divert a family's urine out of a toilet to a holding tank. There are 16 Westminster West families interested in being a part of the pilot study. Susan Harlow motioned to sign and submit a letter of interest for the Village Sanitation Pilot Study. Toby Young seconded the motion, the motion carried. The Chair signed the letter of support.

5. **Unfinished Business (Discussion/Action):**

- A. New Dog Ordinance – Discussion after Public Hearing: K. Sheldon Beebe noted there would be additional public hearings. Also, to appoint a committee to discuss the current ordinance and changes would be a good idea. The Town Manager noted three different people attending the hearing had unregistered dogs. An article by Noel Hoffman will be published in the next edition of the Westminster Gazette.
- B. Allocate Money From Emergency Management Fund – Fire Dept. This item is tabled to a future Selectboard meeting.
- C. Reserve Fund Balance Policy – Discussion and next step – Information in the packet for Board members to read before the next meeting.
- D. Town Hall Renovation – update: Russell Hodgkins said a pre-construction meeting was held. The Contractor was on board moving the man-lift entrance location to in front of the window in the present meeting room. The Board agreed stairs were not required inside beside the man-lift. A person accompanying someone in a wheel chair, using the lift, would also use the lift (staying with the individual in a wheel chair). This location for the lift will

eliminate the maintenance of a long wooden ramp. The handicap part of the program will be substantially completed by November 1 meeting one guideline of a grant the Town is applying for.

6. New Business (Discussion/Action)-

- B. Land Purchased by the Town (Zudnek) update: Mr. Hodgkins told the Board the Town now owned 19.1 acres with a value of \$60,000.00 on Pine Banks Road formerly owned by Zudnek. The property will be placed on the market as soon as legal counsel has completed research back to 2009 of money owed to the Town. Kevin Hughes asked about the possibility of taking 2 acres from this property for a 'dog run' or 'park area' for dogs.
- C. Delinquent Tax Sale - Town Interest: Included in Board packet of information was a list of property owners, amount owed in delinquent taxes and lister value. The Manager stated 18 out of 22 properties listed were valued at more than the taxes owed. The tentative date for the tax sale is June 28, 2018. He believes most of the properties would be of interest and there would be bids to purchase.
- D. Delinquent Tax – write offs: The Manager is pursuing four properties where Owners cannot be located to get the taxes off the Town books, but it was premature to ask the Board for this because Legal Counsel is pursuing other avenues.
- E. Request for New Signs? – Hartley Hill Road North: Mr. Hodgkins described a situation where an Owner is requesting two news signs for Hartley Hill North for animal control crossing purposes. The location is multi town jurisdiction with the Town of Rockingham. The State has recommended not putting up animal crossing signs for chickens, ducks and guinea hens that are free range crossing the road because it would place liability on the Town. The Owners at this property are interested in petitioning the Selectboard to lower the speed limit on this section of road from 35 to 25 miles per hour. Susan Harlow motioned to not buy animal crossing signs for Hartley Hill North. Toby Young seconded the motion, the motion carried.

7. Manager's Report:

- 1. Windmill Project – Fire Department/Road Crew/Sheriff's Office (Repeaters for Service) update: Permission from David Helmkamp (owner closest to the windmill) to utilize his land to access the tower. Presently the power is hooked to his system and the Town will pay the difference in his electrical bill to get the tower up and running. At some time in the future a solar battery system could be purchased to provide power. This will help with radio service to the Westminster West Village and other surrounding areas.
- 2. High Risk Road Grant – Signs on Westminster West Road – This work started on May 21 and will be done in two weeks.
- 3. Pavement bids for the current year paving projects are due on May 25, 2018.
- 4. Carpet need to be replaced at the Post Office. The post mistress is suggesting linoleum or tile to replace the current carpet. Pricing options will be available at the next board meeting.
- 5. Windham Solid Waste Management District – Presentation by Bob Spencer and Kristen Benoit will be at June 13, 2018 Selectboard meeting.

- 8. Boards and Commissions:** Arthur Davis has expressed an interest in serving as a member of the Conservation Commission. Susan Harlow motioned to appoint Arthur Davis to the Conservation Commission. Toby Young seconded the motion, the motion carried.

9. Other Business: Susan Harlow suggested having the Town’s website re-done so there was plenty of space and would be easy for people to navigate. When the website is re-designed, it should be frequently updated. The Board Chair suggested getting prices to re-design.

10. Date of Next Meeting – June 13, 2018

11. Adjournment: Susan Harlow motioned to adjourn the meeting at 8:10 p.m. Kevin Hughes seconded the motion, the meeting was adjourned.

Clerk

Date

Minutes prepared by Millie Barry 5/24/2018