

MEETING OF THE WESTMINSTER SELECTBOARD

Wednesday, October 10, 2018

Westminster, VT Institute

Members Present: Craig Allen (Vice Chair), Toby Young, Susan Harlow (Clerk) and Kevin Hughes.

(K. Sheldon Beebe was absent)

Others Present: Russell Hodgkins (Town Manager/Zoning Manager), Jan Ameen, Nancy Dalzell, Gary DeRosia (Manager, Rockingham/Westminster Recycling Station), Wendy Harrison (Municipal Manager for Town of Rockingham/Village of Bellows Falls), Millie Barry (recording clerk) and FACTV

- 1. Call to Order:** The meeting was called to order at 6:30 p.m. by Craig Allen, Vice Chair of the Board. Due to construction at the Westminster Town Hall the meeting was held at the Westminster Institute as previously warned.
- 2. Adjustments to Agenda:** The Town Manager (TM) noted the minutes of a special Selectboard meeting held October 4, 2018 needed to be approved formally and are in the packet.
- 3. Acceptance of Minutes:** September 26, 2018 - Susan Harlow motioned to approve the minutes of September 26, 2018 as printed. Toby Young seconded the motion, the motion carried. Susan Harlow motioned to accept the minutes of October 4, 2018 as printed, Kevin Hughes seconded the motion. The motion carried after noting the spelling correction of Frances, not Francis (Nancy) Dalzell as written in the minutes.
- 4. Communications and Public Comments:**

Gary DeRosia – Coordinator Rockingham/Westminster Recycling Center spoke to the Board regarding the many programs offered at the full service center. Mr. DeRosia encouraged the use of the Paint Care Stewardship Program (information available at the center), talked about the purchase of a new trash compactor, the new (3 month) sticker program, requiring a sticker on cars of Westminster and Rockingham residents using the center. Mr. Hodgkins said the Town of Westminster has issued about 750 car stickers. Also, the center is complying with the eventual ban of food scraps in landfills by 2020, required by The Universal Time Line Recycling Law. A tote is offered for food scrap drop off and picked up by an organic company, Grow Compost. The center pays a monthly charge to Grow Compost for this service. The center does single stream recycling based on cost of trucking and convenience of use. Mr. DeRosia talked about the re-use, drop off part of the center and taking all types of batteries, including alkaline. There are two paid staff at the center while others work on a volunteer basis. Mr. DeRosia spoke about the different districts the two towns are involved with making some aspects of the center more difficult such as the hazardous waste collection program. Rockingham/Bellows Falls belongs to the Southern Windham Windsor Solid Waste and Westminster with Windham Solid Waste Management District out of Brattleboro. The center operates annually at a loss. This year, by purchasing a new compactor (\$37,500.00), the loss at the facility, including compactor purchase will be about \$110,000.00 paid by Rockingham tax payers. Jan Ameen spoke saying she believes Westminster takes advantage of a full service transfer/recycling facility by swapping taxes, basically paying nothing for 20 years. She asked the Board to consider the services provided to Westminster residents versus the dollars the Town pays for the use of the center. Mr. DeRosia noted that due to curbside pick-up in Westminster that includes food scrap and recyclable pick-up, use of the center by Westminster residents should not be that much.

5. Unfinished Business: (Discussion/Action) -

- A. New Dog Ordinance – Discussion of new changes - The animal control ordinance, with changes from prior meetings was included in the package. More changes were noted by Susan Harlow and Jan Ameen. The TM will make additional changes and the Board will discuss the ordinance at the next meeting before sending to legal counsel.
- B. Property Sale – Zdunek Property (update if needed) - The TM and Earl Buffum, realtor will walk the 19.1 acres in the next few days. There are three people interested in the property valued at approximately \$30,000.00.
- C. Mandich – NH Law Suit (update if needed) - The TM noted the NH court is recognizing posting in the newspaper as service notice.
- D. Piano and Hearse update - The TM told the Board he had received complaints due to security issues surrounding the historical society space created by the Town Hall construction process. In addition, Ruth Grandy has expressed concern about damage to the hearse (currently in the historical society space) by moving to the North Westminster Community House, an unheated space. She is opposed to multiple moves and would like to see just a one-time move to a new building. An estimate for a new building to be built in Westminster West to house two hearses, including excavation and foundation is between \$16,000.00 and \$18,000.00. Craig Allen suggested researching other options for a building such as Jamaica Cottage.
- E/F. Quarterly Financials (questions) - Included in the packet were Westminster General Ledger Budget Status Report, FY 20 Revenue Budget and FY 20 Budget Worksheet Report – 2nd Draft. The TM and Board discussed specific spending to date in multiple categories. These included the new floor at the Post Office, increase in costs of an offsite storage unit and the labor and truck expense by the road department due to the recent storm. The Manager spoke about the radio system installed at the Windmill off Patch Road and how well the signal, from several different locations, was received. Also discussed were line items for bank service charges (bounced checks etc.), clerical salary for zoning administration and recycling expense. The 2nd draft of the budget continues to change due to items such as Windham County Sheriff Department, ambulance service, mowing, insurance for road crew employees being unknown at the present time. The Manager also answered questions about the animal control officer and postage budget items and noted all costs were going up two to three percent. The Board agreed a public hearing on the budget was a good idea before Town Meeting.
- G. Animal Control Officer – appointment - The packet included a letter of interest from Jeanne Bridges, a Westminster resident interested in the animal control officer position. Susan Harlow motioned to appoint Jeanne Bridges as animal control officer. Kevin Hughes seconded the motion, the motion carried.

6. New Business (Discussion/Action):

- A. Search for new treasurer – The TM told the Board there was one letter of interest for the position so far with the deadline for applications being October 25th, 2018.
- B. Personnel Matter – Executive Session – Susan Harlow motioned to move to executive session to discuss a personnel matter. Kevin Hughes seconded the motion, the motion carried. Mr. Allen noted the executive session would be held after ‘other business’ on the agenda.
- C. Letter regarding Hartley Hill Road – Private section – The packet included a letter sent to Steve Piluski, caretaker of land on Hartley Hill. The Manager noted Mr. Piluski was blocking the road with his truck initiating calls of complaint from residents, Fed Ex and UPS drivers. The letter requested Mr. Piluski communicate (in writing) with the Town about changes in ownership of the parcel of land or other changes impacting Mr. Piluski closing this portion of the road.

- D. Grant Opportunity – EV charging station: The packet contained information from the State regarding an EV (electrical vehicle) charging station for the park and ride across from the state police facility. The Manager has completed initial paperwork to obtain more information. The State would pay 90% of the cost of the charging station with a match from the Town of 10%.
- E. Errors and Omissions (3) – Kevin Hughes motioned pursuant to 32 V.S.A. S 4261 correcting errors and omissions for 2018, parcel number 015049100 owned by David Walter and Suzanne West located at 545 Daigle Rd., Putney, VT with a current value of \$33,300.00 added to the grand list to correct property value after acreage was split off. Susan Harlow seconded the motion, the motion carried. Kevin Hughes motioned pursuant to 32 VSA S 4261, correcting errors and omissions for 2018 parcel number 015049200 owned by AAC Realty LLC, address: 445 Broad Hollow Rd., Suite25, Melville, NY 11747. Property located off Daigle Road. Current value \$45,900.00 added to the grand list due to creating a new parcel of 19.3 acres split off parcel #015003000. Susan Harlow seconded the motion, the motion carried. Kevin Hughes motioned pursuant to 32 VSA S 4261. correcting errors and omissions for 2018 parcel number 015003000 owned by David Walter and Julia Ricklis, property located at 545 Daigle Road, Putney VT 05346. Current value \$289,500 that \$57,800 be subtracted from the grand list due to correction to property value after acreage was split off. Susan Harlow seconded the motion, the motion carried.

7. Manager’s Report 10-10-18:

1/ Town Hall Renovation – update – The floor has been cut in the main floor to the size of the elevator, footings poured for the elevator and walls. Framing will start October 13/14 for the shaft. The elevator has been ordered, is in stock and will be installed in the Town Hall during the week of October 22nd.

2/. New building to house the two hearses owned by the Town – Road crew tears down the old building with an estimated cost of \$16,000.00 to \$18,000.00 for a new building. The Manager questioned the Board if their plan was for this expense to be a line item or an article before the Town residents at Town meeting.

3/. Greater Falls Connection - Laura Schairbaum will speak to the Board on October 24.

4/. SeVEDS will also attend the October 24th Selectboard meeting to address their progress.

5/. Fire District #5 presented their case to the Village of Bellows Falls on October 9. The TM attended the meeting to assist the Fire District in addressing the 25% increase in rates and other problems/complaints. The Manager noted the District has received a good amount of help from Municipal Manager Wendy Harrison on this issue. The Fire District #5 will seek legal counsel in updating the 1982 agreement to make it legal and fair to Westminster residents. The TM noted Fire District #5 concerns were not well received by the Village of BF.

8. Boards and Commissions: The Conservation Commission has offered to help with the Town Plan renewal.

9. Other Business: Toby Young inquired about a letter to the editor in the *Brattleboro Reformer* regarding noise. The TM will research the letter. Susan Harlow inquired about interim treasurer Nancy Dalzell’s meeting with NEMRC. Ms. Dalzell and the Manager said the meeting went well.

10. Date of Next Meeting: October 24, 2018 – Susan Harlow and Kevin Hughes will be absent for this meeting.

The meeting moved to executive session at 8:26 p.m. Upon coming out of Executive Session at 8:31 PM, Susan Harlow made a motion for the TM to sign the letter to a Lister for them, in the absence of the Chair. The letter is in regards to time and budget. Toby Young seconded the motion and the motion passed.

Discussion occurred about the Treasurer changes and Clerk changes as it pertains to the FY20 budget. Further discussion will be on the next agenda.

11. Adjournment: Toby Young made a motion to adjourn at 8:39 PM. Susan Harlow seconded the motion and the motion passed.

Clerk

Minutes prepared by Millie Barry 10/11/2018

Date