

Meeting of the Westminster Select Board

Wednesday, October 9, 2019

Town Hall - Westminster, VT

Members Present: Susan Harlow (Vice Chair), Kevin Hughes (Clerk), Toby Young, Craig Allen - K. Sheldon Beebe (Chair) arrived at 6:45 p.m.

Others Present: Russell Hodgkins (Town Manager/Zoning Administrator), Millie Barry (Recording Clerk) and FACTV

1. **Call to Order:** In the absence of the Board Chair, Susan Harlow called the meeting to order at 6:30 p.m.
2. **Adjustments to Agenda:** None
3. **Acceptance of Minutes:** September 25, 2019 - Craig Allen motioned to accept the minutes of September 25, 2019 as printed, Toby Young seconded, motion carried
4. **Communications and Public Comments:** None
5. **Unfinished Business - Discussion/Action:**
 - A. Treasurer's Follow-up - Model Policies: Item tabled to a November meeting.
 - B. Mandich Lawsuit - Town Manager (TM) relayed to the Board the court date was October 28, 2019. The parties are hoping to settle out of court. The TM said the Town had spent over \$11,000.00 in legal fees. The Town has won the lawsuit, still to be determined is the amount received to be split evenly between the State of VT and the Town.
 - C. Manager's Evaluation: **Under Other Business on the agenda**, Craig Allen motioned to go into executive session to discuss the evaluation. Kevin Hughes seconded, motion carried. This motion was postponed until the Chair arrived at the meeting.
 - D. 2020 Census - update and plea - After speaking to a census bureau person, the TM emphasized it was very important to reply to the census. State payments to the Town are determined by the number of people residing in the community. Also, a student attending school out of state is considered a member of the Westminster community and anyone renting in the Town is considered a Westminster resident. Any questions may be directed to Mr. Hodgkins at the Town Hall.
 - E. FY 21 Budget - update and discussion
 - Town Garage - insulation proposal - TM relayed the Town garage is not insulated. Spraying foam on the inside blocks of the shop would cost approximately \$15,000.00. To insulate all walls would cost about \$40,000.00 in addition to the \$15,000.00. **The Board will hold their next meeting October 23, 2019 at the Town Garage beginning at 6:00 p.m.** The Board discussed storage of equipment, keeping equipment under cover as opposed to outside, wear and tear on equipment caused by outside storage and paying a person to load the wood boiler on weekends in winter months. Also, long term plan/use of the present garage opposed to building new.

- NWCH (North Westminster Community House) - TM questioned what the next phase of repair would be in the next year. Craig Allen suggested a feasibility study to determine the needs to use the building.
 - IT Support - No discussion
- F. Land Gift - Island Corp - discussion -** Susan Harlow and the TM visited the area Stewart Reed has offered (4.6 acres) as a gift to the Town. The TM told the Board the Pinnacle Association is not interested in the gift of land but that the Saxtons River Trail Initiative is interested. Vanessa Stern, chair of Trail Initiative will contact Mr. Reed. Tony James is also interested in the area and has been keeping the area clean, disposing of chairs, couches and other paraphernalia. The Board discussed the area, its borders and adjoining property owners.
- 6. New Business - Discussion/Action -**
- A. Quarterly Financials FY 20 - Financials and budget information included in the packet to discuss at the next meeting.
- B. Cemetery Deed (1) - Toby Young moved to deed three burials in section C row 14 in the Westminster West Cemetery to Ellen Zimmerman, Dana Allaire and Sarah Allaire for the sum of \$600.00. Craig Allen seconded, the motion carried.
- Also, the Board/TM discussed the number of cremated remains allowed per plot in Westminster cemeteries (4) and various burial/cemetery issues.
- 7. Manager's Report:**
- 1). NWCH (North Westminster Community House) roof is finished
 - 2). Emergency Management - Incident Update - The Manager reported the incident commander at the Westminster VT State Police Barracks knew nothing about the man hunt until he heard outside helicopters. The District Emergency Management Director in this region and another commissioner will bring problems to the State level.
 - 3). Assisted Living/Senior Housing update - The TM will schedule an informational meeting in the near future. A packet of information was given to him by Karen Walter who led the charge a few years ago.
 - 4). Paving Update -
 - Back Westminster Road will be done next spring by Bazin Brothers
 - Westminster West Road was completed this week
 - Nicon - crack sealing completed from Beebe to Barnes Road
 - 5). Town Hall will be closed Monday, October 14 for Columbus Day
 - 6). Forest Road Drainage Project will begin in spring 2020 with Better Roads grant of \$40,000.00, contractor has been hired.
 - 7). Hartley Hill Road North from the Westminster town line to the Saxtons River side Will be improved with the ACT 64 Grants and Aid monies of approximately \$25,000.00. Due to the steep grade, most ditches will be lined with stone.
- 8. Boards and Commissions: None**
- 9. Other Business: None**

10. Date of Next Meeting: October 23, 2019 at the Town Garage beginning at 6:00 p.m.

The Board moved to executive session at 7:21 p.m. Upon coming out of Executive Session at 7:49, the Board Chair declared no further business was needed at this time.

11. Adjournment: Toby Young made a motion to adjourn at 7:55 PM. Craig Allen seconded the motion and the motion passed and the meeting adjourned.

Clerk

Date