

Meeting of the Westminster Selectboard

Wednesday, January 22, 2020

Westminster, VT Town Hall

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

Others Present: Russell Hodgkins (Town Manager/Zoning Administrator) and Millie Barry (recording clerk)

1. **Call to Order:** K. Sheldon Beebe called the meeting to the order at 6:30 p.m.
2. **Adjustments to the Agenda:** The Town Manager (TM), requested to add under New Business, 6. C - Executive Session to discuss a legal matter - the Chair noted the addition
3. **Acceptance of Minutes:** January 8, 2020 and January 14, 2020 - Susan Harlow motioned to accept the minutes as printed of a special meeting of the Selectboard January 8, 2020, Craig Allen seconded, the motion carried. It was noted there was an error in the minutes under 5. Adjournment - Correction is: Toby Young motioned to adjourn the meeting. The meeting adjourned at 4:16 p.m.
Craig Allen motioned to accept the minutes of January 14, 2020 Selectboard meeting as printed. Kevin Hughes seconded the motion, the motion passed.
4. **Communications and Public Comments:** None
5. **Unfinished Business (Discussion/Action):**
 - A. Warning - Wording and Options - Information included in packet. TM said the warning information included in packet was accurate. Mr. Slason (legal counsel) accepted the wording from the school (article 18) with reservations about the advisory committee. Mr. Slason approved the warning as printed but noted they will need clarification from the floor.
 - B. Quarterly Financials - further discussion - The TM mentioned the amount of the Selectboard expenditures is over budget, in part to the new Town website. Revenue is more than expected due to grants received to date. Overall, the expenditures are at 45% and the revenue is at 62% to date.
 - C. Town Meeting - discussion - The Board discussed the warning for the Annual Meeting -
 - Choose Articles to be read - Board members decided on the member to present individual articles. Specific discussion: Mr. Beebe stated the Westminster Aqueduct Society had always been exempt from taxation. Craig Allen mentioned he was not in favor of spending \$170,000.00 to fix approximately 600' of Town Road on Henwood Hill (article 17). He believes the Town highway could slowly repair the road over the next 5-6 years. The Board discussed (article 16), \$10,000.00 for a study/possible purchase of a parcel of land/house/commercial building for purpose of sand and gravel processing. The Manger noted preliminary digging had been done at this property site. Kevin Hughes requested to note, (article 19), Mr. Slason's concerns regarding (article 18) wording. "In defense of the Board, this discussion was prior to the argument before the Supreme Court of the State of VT. The Board decided to leave the wording as is prior to the Court's decision."

- Power Point option - Power point presentations will be presented at Town meeting on the Henwood Hill and gravel pit articles as well as the budget.
- D. Budget Information Meeting - date - This meeting will be **February 12 beginning at 6:00 p.m.** before the regular meeting to answer questions, provide information to tax payers. Craig Allen suggested inviting someone from the fire department or Prudential Committee.
- 6. New Business (Discussion/Action):**
- A. Cemetery Deed (3 lots) - Information in packet - Craig Allen motioned to convey, for the sum of \$450.00, three lots, 99, 100, 101 in section E of the New Cemetery to Russell McAllister. Kevin Hughes seconded, motion carried.
- B. Broadband Resolution - Information included in packet - The TM relayed information about a meeting he attended requesting the Board approve participating in a feasibility study. The study includes a survey to be passed out at Town meeting and noted in the Westminster Gazette to answer questions about the need of Westminster residents for high speed broad band. Through a State grant in Windham County the Town would be eligible for a broad band option. Cost would be about \$30,000.00 per mile to create and install the line. On average, six homes would be required to sign up per mile. Craig Allen motioned to approve the resolution, Kevin Hughes seconded, and the motion to participate in the feasibility study passed and the resolution was signed.
- C. Executive Session - legal matter - Craig Allen moved to go into executive session to discuss a legal matter, Kevin Hughes seconded, motion passed
- 7. Manager's Report:**
1. Town Hall - The closet in the historical society space and directly below on the first floor has been completed. The IT room is complete and the listers offices have been emptied with new construction to be completed in a month.
2. WSWMD (Windham Solid Waste Management District) update – The District is working on a project that includes renting a building to the urine separation company. The composting program and solar panels at the site are helping to lower costs of the waste district for Westminster.
3. Assisted living/senior housing - update - Susan Harlow said there had been two meetings. The committee was in the process of composing a survey to find what residents would like to see for elderly housing in Westminster.
4. RoBo call system - update - There has been positive input about the possibility of in putting a robo call system.
In another matter, there was not further information regarding a past emergency and the Emergency Management Director's response to the Towns concerns.
8. Boards and Commissions: Nothing to report
9. Other Business: None
- 10. Date of Next Meeting - February 12, 2020 beginning at 6:00 p.m.**

The Board moved to executive session at 7:37 p.m. Upon coming out of executive session at 7:45 p.m., the Chair instructed the Town Manager to advise the Windham County Sheriff's Department of the matter and have them pay a visit to both parties to defuse the problem.

11. Adjournment: Craig Allen made a motion to adjourn. Kevin Hughes seconded the motion and the motion passed at 7:49 p.m.

Clerk

Minutes prepared by Millie Barry 1/23/2020

Date