

WESTMINSTER SELECTBOARD MEETING

Wednesday, May 11, 2022 at 6:30 p.m.

Westminster Town Hall and remote through FACT TV

Selectboard Present: Jason Perry (Chair), Kevin Hughes (Vice Chair), Katrina Hamilton (Clerk) and Craig Allen

Staff Present: Chuck Lawrence (Road Foreman), Cassandra Pedigo (Interim Treasurer), Alison Bigwood (Interim Town Manager/Interim Zoning Administrator), Millie Barry (Clerk) and remote: Pauline O'Brien (Town Clerk)

Others Present: June Streeter, Nancy Dalzell, Cole Streeter, Fran Renaud, Yvette Hendler, Tyler Austin and others not identified or signatures illegible - Remote: Alice Caggiano and Matt Conklin

1. **Call to Order:** The Chair called the meeting to order at 6:30 p.m.
Information to access a meeting in the future using a remote connection, is available on the FACT TV Facebook page, the Town of Westminster website or by contacting the Westminster Town Hall.
2. **Adjustments to Agenda:** None
3. **Acceptance of Minutes:** April 27, 2022 - Craig Allen motioned to accept the minutes as printed. Katrina Hamilton seconded motion, motioned carried by 4-0 voice vote.
4. **Communications and Public Comments:** None
5. **Unfinished Business (Discussion/Action) -**
 - A. List of Appointments - Information included in packet - Mr. Perry noted the missing appointments were for Cemetery Assistant Commissioners, Town Health Officer, Town Service Officer and Windham Regional Planning Commissioners. Mr. Allen suggested to post the openings on the Town website when the website was up and running.
 - B. Hartley Hill Update - Information included in packet - Mr. Perry said Attorney Proctor was working on the dedication clause and survey. The Board is waiting for further communication from Attorney Proctor or legal counsel.
 - C. 121 Bridge Update - (information included in packet) - Mr. Perry noted Chuck Lawrence had spoken to Renaud Brothers, (construction company doing work). Information relayed was the bridge will be closed for 90 days at some point in June. Renaud plans to do as much work as

possible without closing the bridge and the company was on schedule to start the work. Mr. Allen suggested posting information about the bridge closure for people to make alternative plans on the Town website. Mr. Perry said the SOV (State of VT) was in charge of road signage. The Board discussed a sign at the bottom of Red Light Hill showing the bridge closure to plan an alternative route before getting to North Westminster. This especially for large trucks getting to the bridge without means to turn around. Mr. Perry will discuss with Chuck Lawrence.

B. New Business (Discussion/Action) -

- A. Assistant Treasurer Appointment - Cassandra Pedigo stated she was appointing Alison Bigwood as assistant treasurer. She will send a formal letter to the Board stating this intent. Mr. Allen noted he believed it was Ms. Pedigo's decision to appoint whom she wished.

- B. Town Meeting Debrief Discussion - Mr. Perry thought Town Meeting went very well. He noted resident comments that the space in the Town Hall was crowded for voting. The Board will explore other options for voting. He hoped in 2023 the Town would be back to a normal voting place with candidates known before voting. Nancy Dalzell suggested the Board try to anticipate questions at Town Meeting.

- C. Planning Grant Discussion: Ms. Bigwood said the Planning Board had \$1,300.00 in their budget to match funds for the grant. Mr. Allen motioned to approve the Board sign the Amendment for Resolution Municipal Planning Grant. Ms. Hamilton seconded the motion, the motion carried by 4-0 voice vote.

- D. Cemetery Commission Update - Ms. Bigwood noted after extensive conversations with Chris Potter and her research, the Board might want a cemetery commission, possibly three members of the selectboard and cemetery sextons working for the commission to make decisions regarding mowing, stone repair, etc. Mr. Perry noted Kelley Thayer is researching with SOS (Secretary of State) the list of appointments to know those no longer required. This item will be discussed at the next meeting.

- E. Selectboard Member Appointment Discussion - letters of interest - Letters received from Roger Farnsworth, Dan Crocker, Paul Banik and Murray Krugman for interim selectboard member. Mr. Perry said this item will be tabled to the next meeting. He noted his belief the Board could choose someone other than from those submitting letters of interest.

- F. Executive Session - None

C. Boards, Committees and Commissions - None

- D. **Other Business:** Mr. Perry noted an email from Alma Beals expressing gratitude for the Citizen of Year award.

In another matter: Ms. Bigwood noted the paving account for present fiscal year was negative (\$1,739.07). She will research the funds available after July.

Ms. Pedigo noted she will contact Mascoma Bank 5/12/2022 to add Alison Bigwood to the Town's accounts, to have Craig Allen removed and to request a second token. Mr. Perry will call Mascoma Bank prior to Ms. Pedigo's contact.

Fran Renaud questioned the status of residents receiving Selectboard meeting agendas prior to the meeting. Mr. Perry noted some information included in packets was confidential, some was sensitive and some available to the public. He added employees in the Town office were busy and the Board decided not to send residents meeting agendas or packets of information. Agendas are available on the Town website before the twice monthly meetings.

- E. **Date of Next Meeting** - May 25, 2022 at 6:30 p.m.

- F. **Adjournment:** Mr. Hughes motioned to adjourn at 7:03 p.m. Ms. Hamilton seconded, motion carried by 4-0 voice vote.

Clerk

Minutes composed by Millie Barry 5/11/2022

Date

