

WESTMINSTER SELECTBOARD MEETING

Wednesday, July 26, 2023 - 6:30 p.m.

In person at Westminster, VT Town Hall/Remote by FACT TV

Selectboard Present: Katrina Hamilton (chair), Kevin Hughes, Jason Perry, and Dan Crocker (clerk), Stephen Major was absent.

Staff Present: Alison Bigwood (Interim Town Manager) Millie Barry (Recording Clerk)

Others Present: Bonnie Anderson, Betsy Thurston, Cole Streeter and Rick Cowan

1. Call to Order: Katrina Hamilton called the meeting to order at 6:30 p.m. Information to access a future meeting using a remote connection is available on the Town of Westminster website or by contacting the Westminster Town Hall

2. Adjustments to Agenda: None

3. Acceptance of Minutes: July 12, 2023 – Jason Perry motioned to accept the minutes of July 12, 2023 as printed, Dan Crocker seconded; motion carried by 4-0 voice vote

4. Communications and Public Comments: None

5. Unfinished Business (Discussion/Action) – None

6. New Business (Discussion/Action) –

A. Rockingham Walk/Bike Committee – Information presented at the meeting – Rick Cowan, selectboard liaison to the Rockingham Walk/Bike Committee presented information on behalf of an advisory committee to the Rockingham Selectboard. The committees' mission is to make walking and biking safer and more accessible. Cowan said the Windham Regional Commission has suggested Rockingham and Westminster work together to make bike and pedestrian infrastructure better. The committee hopes Rockingham and Westminster can apply for a grant to complete a bike/walk action plan to identify needs, obstacles, the existing infrastructure and to make suggestions on what needs to be done prioritizing the needs most to least expensive.

The committee requested the Westminster Board write a letter of support/commitment to accompany the grant application the Rockingham development office is willing to write.

Crocker motioned to approve the interim town manager write a letter of support (when needed) for the scoping grant, Kevin Hughes seconded; motion carried 4-0 voice vote.

B. Return of FEMA (Federal Emergency Management Agency) Funds Discussion – Project Dr-4621 – Information included in packet – Hamilton said the scope of work submitted to FEMA in March/April 2022 was for poured concrete headwalls or precast block. When the project was inspected upon completion the Agency of Transportation questioned the use of precast block opposed to concrete headwalls. The scope of work was re-written with adjustment for the

precast block and headwalls. The Town is required to pay back the difference in use of material of \$9,300.60. Perry motioned to approve the de-obligation of \$9,300.60 to FEMA for the Cold Springs Corner work. Hughes seconded; motion carried by 4-0 voice vote.

C. ARPA (American Rescue Plan Act) Proposal – Cole Streeter explained the ARPA application was for a high-pressure compressor to fill air packs. Streeter estimated the present compressor was about 25 years old, overheated and the fire department often used the Walpole compressor. Hamilton said the application was approved by the ARPA committee at their last meeting. The Board agreed to receive the ARPA paperwork before approving.

D. Managers' Report: -

1. Alison Bigwood said per Jessie Hass the water spots on the ceiling of the town hall had become worse, especially in the vicinity of the historical society collection of items. The Board agreed the slate roof should be looked at and or repaired suggesting several people Bigwood might contact to do the work.

2. The Moover bus driver approached the interim manager requesting to place a sign on the town hall lawn designating an official stop. Permission was not given to place the sign.

3. Tax bills have been mailed.

4. The Route 121 bridge will be closed 8/11 and 8/16/23 from 5:00 a.m. to 6:00 p.m.

5. Bigwood is working with the highway crew to be compliant with VLCT (Vermont League of Cities and Towns) PACIF (property and casualty intermunicipal fund) loss control programs and services requirements per Wade Masure, VLCT consultant by September 10, 2023.

E. Road Foreman's Report – Hamilton reported Church Avenue and Oak Hill have been paved. Edge work on these roads will be completed in the future. A base coat of paving is being applied to Grout Avenue.

In another matter - Jason Perry requested for the record, to correct news from the town garage in the current edition of the *Westminster Gazette*. The article stated: "After the town meeting the selectboard voted to put \$200,000.00 that was FEMA reimbursement back in the highway, the motion was made to use the money as I see fit." Perry said he made the motion to use the money for repair of roads, dirt, and asphalt in the Town, not as anyone saw fit.

F. Perry motioned to go to executive session after other business on the agenda for a personnel and contractual matter and invite the interim town manager. Crocker seconded; motion passed 4-0 by voice vote.

7. Boards, Committees and Commissions: None

8. Other Business – Crocker presented a letter from Kathy Richardson, address: 543 Burnett Road requesting to removed seven feet of stone wall on the edge of her property and the east side of Brunett Road approximately 600' from the south end of Burnett Road for a small excavator and skid steer to access a solar installation. Perry motioned to approve Richardson's request to remove seven feet of stone wall on Burnett Road for construction access, Hughes seconded, motion carried by 4-0 voice vote.

9. Date of Next Meeting: Wednesday August 9, 2023 at 6:30 p.m.

The Board moved to executive session at 7:02 p.m. The Board reconvened regular session at 7:49 p.m., no action was taken.

10. Adjournment: Kevin Hughes motioned to adjourn at 7:50 p.m. Dan Crocker seconded, meeting adjourned.

Clerk

Date

Minutes composed by Millie Barry 7/28/2023