

WESTMINSTER SELECTBOARD MEETING

Wednesday, October 11, 2023 - 6:30 p.m.

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

Selectboard Present: Katrina Hamilton (chair), Jason Perry, Dan Crocker (clerk), Stephen Major, (vice chair) - arrival 6:40 p.m., Kevin Hughes was absent

Staff Present: Chuck (Charles) Lawrence (road foreman Millie Barry (recording clerk),

Others Present: Lisa Martin and 1 person representing FACT TV

1. Call to Order: Katrina Hamilton, chair of the board 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: September 27, 2023 – Jason Perry moved to accept the minutes of September 27, 2023 as written, Dan Crocker seconded; motion carried 3-0 by voice vote.

4. Communications and Public Comments: Information included in packet - Lisa Martin, member of the board of Windmill Hill Pinnacle Association addressed the board stating the Association was in the process of acquiring a grant to purchase and conserve 96 acres on Old Athens Road, 12 acres south of the road and 84 acres north of the road. This parcel abuts land already conserved by Windmill Hill Pinnacle Association to the west widening the corridor in a narrow place of the trail system running from Grafton to Dummerston (27 miles of trail). Martin requested a letter of support from the Board to present with the application for funding to the board of VT Housing and Conservation. Martin believed the project conformed to the Town Plan by providing reliable public access to the land for recreational purposes and clean water. Martin said the legal closing for the land would not be until late December 2023 and the VT Land Trust will hold the easement on the land. In answer to Dan Crocker's question, Martin said hunting was allowed on all Pinnacle land except for the Martin Sanctuary on Bemis Hill Road. The Board agreed a motion would be made at the next meeting, October 25, 2023 to write a letter of support for the purchase.

5. Unfinished Business (Discussion/Action) – None

6. New Business (Discussion/Action) –

A. Pine Banks Road Damage – Chuck Lawrence said a beaver pond dam on Orchard Hill Road let go flooding Fullam Brook and a culvert on Fullam Brook under Pine Banks Road just before Camp Road. Flooding took the dirt around the culvert causing the culvert to drop and destroyed the bottom of the culvert. Lawrence said the Town was waiting for a response from the SOV

(State of Vermont) to a letter from the Board regarding funding for the culvert/road repair. Lawrence added Mark Pickering (VT State Engineer) was waiting for a hydraulic study and information regarding the possibility of building a bridge on the road. The road has been fixed temporarily for traffic and safety purposes. Lawrence said the Town did not have equipment big enough to handle 4' boulders Pickering recommended for a temporary longer-term repair. Perry noted the present condition of the culvert was poor. The Board agreed the condition/repair of the road was an emergency and will act as needed when there is more information regarding companies available to do the work and SOV recommendations. Lawrence added truck #3 was not in service waiting for a radiator and plow frames will be put on trucks in the next week.

B. ARPA (American Rescue Plan Act) Proposals – Information included in packet -Jason Perry moved to approve the ARPA funding for a Westminster town seal embossing machine cost not to exceed \$1,500.00. Dan Crocker seconded; motion carried by 3-0 voice vote. Hamilton abstained from vote due to her involvement with ARPA fund committee.

Stephen Major moved to accept ARPA funding recommendation for a defibrillator to be installed in the Westminster Institute gym not to exceed \$1,579.00. Jason Perry seconded; motion carried by 3-0 voice vote. Hamilton abstained from the vote due to her involvement with ARPA fund committee.

Jason Perry moved to accept the ARPA funding recommendation for the repair of the Westminster West hearse house, mainly floor, posts, and roof not to exceed \$20,000.00. Stephen Major seconded; motion carried by 3-0 voice vote. Hamilton abstained from vote due to her involvement with ARPA fund committee.

C. Town Hall Roof – Information included in packet – Dan Crocker moved to approve WE Brown Roofing proposal not to exceed \$1,325.00, Jason Perry seconded, motion carried 4-0 voice vote.

D. Town Hall Safe – Dan Crocker will contact an engineer regarding the foundation or settling of the town hall foundation. This item will be tabled to another meeting.

E. Errors and Omissions – Information included in packet – Jason Perry moved to approve errors and omissions 4261 dated 10/4/2023, parcel 003094.160, owner Kirk Hutchinson, address 13 Shady Pines Park, current grand list value \$5,900.00, reason - this unlanded mobile home was removed in July 2022. Stephen Major seconded; motion carried by 4-0 voice vote.

F. Town Manager Report: None

G. Road Foreman's Report – Additional information disclosed earlier in meeting - Mr. Lawrence said the road crew was working on the Better Roads grant on the West Road in Westminster West currently in Cross Road vicinity moving berms, reshaping the road for water drainage, and establishing ditches. The Town received an extension to do the grant work (to be completed in April 2023) due to the March snowstorm. Lawrence said the work being done was state mandated as agreed by the Board when it signed the Municipal Roads General Permit adopting the best management practices in the permit. Stephen Major moved to approve the road foreman's report, Jason Perry seconded, report approved by 4-0 voice vote.

H. Executive Session: None

7. Boards, Committees and Commissions: Hamilton noted information in an email from Bari Shamas was the Planning Commission will meet October 16, 2023.

8. Other Business: Hamilton said the SOV had approved the Board's recommendation to reduce the speed from 50-mph to 40-mph between Harlow Farm Stand/Café and the Westminster Recycling Center. A work order will be issued to VTrans maintenance staff to install the required signs; the new speed limit will take effect once the signs have been installed.

9. Date of Next Meeting: Wednesday, October 25, 2023

10. Adjournment: Jason Perry moved to adjourn at 7:25 p.m. Dan Crocker seconded; meeting adjourned by 4-0 voice vote.

Clerk

Date

Minutes composed by Millie Barry 10/13/2023