

## WESTMINSTER SELECTBOARD MEETING

*Wednesday, January 10, 2024- 6:30 p.m.*

### Westminster, VT Town Hall

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

**Staff Present:** Lou Bordeaux (town manager), Millie Barry (recording clerk)

**Others Present:** 1 person from FACT TV

1. **Call to Order:** Katrina Hamilton, chair of the board called the meeting to order at 6:32 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:** December 27, 2023 – Kevin Hughes motioned to approve the minutes of December 27, 2023 as printed; Dan Crocker seconded; motion carried by 3-0 voice vote. Jason Perry abstained from vote due to absence.
4. **Communications and Public Comments:** None
5. **Unfinished Business:** (Discussion/Action)
  - A. Budget Discussion and Approval: – Information included in packet includes updates from last meeting.
    - Jason Perry noted to clarify line 288, to move dollars from retreatment fund to bridge fund and utilize ARPA (American Rescue Plan Act) funds for retreatment.
    - Mr. Perry motioned to move \$175,000.00 from retreatment line item to bridge fund and move \$175,000.00 from ARPA line item to retreatment. Kevin Hughes seconded; motion carried by 4-0 voice vote.
    - Mr. Perry questioned if the motion superseded the ARPA Committee. Katrina Hamilton believed using the ARPA funds for retreatment, scraping/priming/painting the town hall (information in packet), cemetery wall and guardrail proposal (included in packet) would use the remainder of funds.
    - Jason Perry moved to accept the budget as presented, Kevin Hughes seconded; motion carried by 4-0 voice vote. Mr. Bordeaux said the changes increase the tax rate by 0.547 cents per \$100.00 of value.
6. **New Business:** (Discussion/Action) –
  - A. RFP (request for proposal) for painting town hall. Information included in packet. Mr. Bordeaux said he believed it was prudent to paint the town hall as long as ARPA funds were available. Kevin Hughes motioned to authorize the town

manager to request proposals for exterior scraping, priming, and painting the town hall on behalf of the Town of Westminster. Jason Perry seconded; motion carried by 4-0 voice vote. Mr. Perry suggested, if possible, looking for contractors in the local area.

B. ARPA – Information included in packet - Katrina Hamilton said Jim Grout submitted the proposal for a metal guardrail on the south side of School Street. Jason Perry motioned to approve the ARPA funding application for guardrails on the south side at the top of School Street. Kevin Hughes seconded; motion carried by 4-0 voice vote.

C. Planning Commission Board Member Resignation – Bari Shamas – Information included in packet – Hamilton read letter of resignation for Bari Shamas. Jason Perry motioned to accept the resignation of Bari Shamas from the planning commission. Dan Crocker seconded; motion carried by 4-0 voice vote. Hamilton noted with Shamas’s resignation the planning commission was not able to function as it did not have a quorum. Mr. Bordeaux will check with VLCT (Vermont League of Cities and Towns) regarding the role of the selectboard and planning commission.

D./E. Town Manager/Road Foreman Report:

- Sheriff Meeting: Manager met with Sheriff Anderson and Karen Astley (Putney town manager) regarding the relationship between the two towns and sheriff and to put the agreement in writing.
- Fire District #5: Information from Attorney Slason (legal counsel) regarding dissolution of Fire District #5 is: (in part), a town fire district is a municipal entity created by town vote and must be dissolved similarly. Slason wrote, his recollection was District #5 was intended to service North Westminster to handle the water/sewer extension after the Village of North Westminster merged into the Town of Westminster. The district was created as part of the merger, Bellows Falls owns the lines that were extended into North Westminster. Slason recommended submitting the dissolution question to the voters at the annual meeting and the possibility of setting up a committee to resolve issues.
- Website and Domains: Two domains owned by the town, Westminstervt.org and Westminstervt.com have been moved to Hover.com. Mr. Bordeaux said the service improvement was worth the change. The town website has a new look and was a work in progress. The new hosting plan will save the town \$9,121.48 over 51 months.
- Accountant meeting: January 5<sup>th</sup> Chip Stearns met with Katie Dearborn to address budget concerns of the fire district.
- Town Report: Has been completed and submitted.
- Daigel Road: The manager met with Chuck Lawrence regarding drainage issues affecting a resident. The manager followed up with the resident

after developing a plan with the road foreman.

**Highway update:**

- An open house is planned at the town garage on Saturday, February 17 2024 from 10:00 a.m. to 2:00 p.m. Snow date is February 24.
- Work continues on the RSMS (road service maintenance system) project and the Pine Banks culvert. Mr. Lawrence hopes the paving and culvert work can go out to bid in the next few weeks.
- The rubber cutting edges are working well on dirt roads; the only drawback is they leave a little snow in the road.
- Viking brought the new truck in to mount the body and plow gear. Expected delivery is about six weeks out.

Jason Perry motioned to accept the manager report and highway update as printed. Kevin Hughes seconded; motion carried by 4-0 voice vote.

F. Executive Session: None

**7. Boards, Committees and Commissions:** Jason Perry said the committee working on the Westminster Community Festival has set a date September 14, 2024. They are looking for vendors with priority being given to non-profits and schools. Questions can be directed to Susan Harlow, Beth Shrader or Jason Perry.

**8. Other Business:** None

**9. Date of Next Meeting:** Wednesday, January 24, 2024 at 6:30 p.m.

**10. Adjournment:** Kevin Hughes motioned to adjourn at 6:54 p.m., Jason Perry seconded, motion carried by 4-0 voice vote

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Clerk

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Date

Minutes composed by Millie Barry January 12, 2024