

WESTMINSTER SELECTBOARD MEETING

Tuesday, August 26, 2025 at 6:30 p.m.

Remote and in person at Westminster, VT Town Hall

Selectboard Present: Craig Allen (chair), Real Bazin (vice chair), Jason Perry (clerk), Stephen Major and Charles (Chuck) Lawrence

Staff Present: Millie Barry (clerk) and Lou Bordeaux (town manager)

Others Present: – Kathy Moore, Shannon Burke, Melissa Rabtoy, Phill Pellerin, Ben Mitchell, Margie Ferry, Peg Aiken, Isaac Pellerin, Jessica Chickering, Darrin Lawrence, George Powers and others not identified

1. **Call to Order:** Craig Allen called the meeting to order at 6:30 p.m.
Information to access a future meeting using a remote connection, when available, can be found on the Town of Westminster website or by contacting Westminster Town Hall.
2. **Adjustments to Agenda:** None
3. **Acceptance of Minutes:** August 5, 2025, 2025 - Real Bazin moved to accept the minutes of August 5, 2025, Chuck Lawrence seconded, motion carried by voice vote, (Perry, Allen, Bazin, Lawrence, Major)
4. **Communications and Public Comments:** Melissa Rabtoy addressed the Board about a letter she received from the Town Manager, stating the letter was, in part, false. She believed because she had metal in her yard, she and her family were being harassed by Paul Guido and talked about by an employee of the Town. She suggested, if the Town of Westminster did not want metal in people's yards, the Town set up a dumpster at the Town Garage. She would volunteer 4-5 days a week so people could leave their metal, and the Town would make money selling the metal. She continued, in the past, the Town worked together, and people got along. Shannon Burke noted many of the people present were attending to talk about the issue. George Powers said he picked up scrap from others and Chuck Lawrence helped him put up a fence in his yard. Ben Mitchell questioned the statutes involved as many people had 'stuff' in their yards. Lou Bordeaux said the Town junk ordinance was on the website under 'Documents'. The ordinance is separate from zoning. He believed a fence was to screen from public view material that might be questionable. Stephen Major said the ordinance was not generated out of any 'class's issue, it was generated out of a broad community cleanliness concern. Craig Allen said the Town wanted to work with Ms. Rabtoy. People could submit concise questions by email or leave at the Town Hall before the next meeting, and the Board would have answers regarding Westminster rules.
5. **Unfinished Business** (Discussion/Action) –
 - A. Hearse Shed renovation – Mr. Major said the contractor; Tim Lillis would present information to the Board at the September 9th meeting to propose completion of the

project. He added Mr. Lillis would have the site cleaned up before the Westminster West Community fair. Jason Perry suggested the Board put an end date on the project of October 13th. The Board agreed to hear information from Mr. Lillis at the September 9th meeting, noting the Board would like the project completed by October 13th.

6. New Business: (Discussion/Action) –

- A. Shannon Burke – Recycling options – Ms. Burke confirmed the agenda item was regarding alternative recycling discussed earlier in the meeting. Mr. Major stated if someone wanted a revision of the junkyard ordinance, the Board would review proposed changes and act. There is also the option to present a petition for the annual Town Meeting in March 2026. Jason Perry noted in the past, Westminster residents used the Rockingham Recycling Center for free and in exchange, Westminster did not charge Rockingham property tax on the recycling site land. An option was to re-negotiate with Rockingham the past agreement. Mr. Major requested a copy of the junkyard ordinance for everyone at the next meeting.
- B. Planning Commission Appointment – Jason Perry motioned to appoint Lise Sparrow to the Planning Commission. Real Bazin second, motion carried by voice vote (Perry, Bazin, Allen, Major, Lawrence). Ms. Sparrow is the sixth Planning Commission member.
- C. Listers Error and Omission request – Jason Perry motioned to approve Errors and Omissions, Parcel: 007510.P00, Owner: VELCO, Location: additional assets, Current Grand List value: 28,600.00, Reason for request: State of Vermont required creation of a new parcel for additional assets. Increases grand list value by \$28,600.00. Stephen Major seconded, motion passed by voice vote, (Perry, Bazin, Allen, Major, Lawrence). Jason Perry motioned to approve, Errors and Omissions Parcel: 00313.000, Owner: Sue E. Barnett, Location: 1677 Route 121, Current Grand List Value: \$50,800.00, Reason: Late application for veterans' exemption for Joseph Brandon approved by State of Vermont reduces parcel value by \$40,000.00. Real Bazin seconded, motion carried by voice vote 4-1 (Perry, Bazin, Allen, Lawrence), (Major abstained). Jason Perry motioned to approve Errors and Omissions, Parcel: 00312.000, Owner: Stephen L. Moore, Location: 1772 Route 121, Current Grand List value: \$453,100.00, Reason: Camp burned, reduces parcel value by \$4,100.00. Real Bazin seconded, motion carried by voice vote, (Perry, Bazin, Allen, Major, Lawrence).
- D. Fiscal Year 2026 Diesel Fuel bid summary – Jason Perry motioned to approve off road diesel bid from Dead River for 2026 of \$2.957 per gallon. Real Bazin seconded, motion passed by voice vote, (Perry, Bazin, Allen, Major, Lawrence).
- E. Town Manager's report:
 - Mr. Bordeaux said the current radar speed signs were difficult to see in the early morning sun. In addition, the federal government was in the process of changing the regulations regarding speed signs. Jason Perry suggested a visor over the top might solve the early morning glare to reduce cost of new signs.

In another matter, Kathy Moore questioned why Kurkul Road was plowed, salted and sanded asking how she could add her driveway to be Town maintained. Chuck Lawrence said Kurkul

Road was maintained years ago as it was a main road to Westminster West Road. Years ago the Town gave up ancient roads in Westminster but continued to maintain Kurkul road because of a milk truck.

Town Manager report continued:

- Corbin Parker is a new employee with the Highway Department.
- The Town received a USPS lease from JLL. Mr. Bordeaux said the lease wants commission monies. He has confirmed USPS uses the JLL company. The current lease goes until the end of 2026 and the new lease has been sent to legal counsel for review.
- Green Mountain Power confirmed a lack of communication and apologized for sending notices regarding construction and closure of Windmill Hill South to the Putney Town Hall. The miscommunication was due to Windmill Hill South residents with Putney mailing addresses.
- Meetings: Art Dufresne – Windham Regional commission representative, Managers Meeting 8/14/2025, Solid waste 8/14/2025, and Inclusion 8/19/2025.
- Laura Sibilis BDCC (Brattleboro Development Credit Corporation) – Mr. Bordeaux requested Laura Sibilis be on the agenda for September 9th Board meeting.

There will be a presentation sponsored by the Inclusion committee, “The Orchard Master”, a short film, October 7, 2025 at 6:30, at the Westminster Institute featuring Russ Allen.

- Mr. Bordeaux said per the tech company, VC3 (tech company), the Town office server, was on its last legs. A new server could cost \$25,000.00-\$30,000.00 for 5-7 years. The current cost is about \$1,900.00 per month for back-ups etc. VC3 has quoted just over \$11,000.00 to move Westminster to the Cloud reducing the monthly fee from between \$150.00 to \$200.00. Over 52 months the savings are \$6,208.00 continuing while Westminster is in Cloud. Mr. Bordeaux requested approval to sign the over limit contract. Mr. Major questioned retraining and making the transition. Mr. Bordeaux said all software remained the same, some things may require doing differently. Also, the cost has been included in current budget. In answer to Mr. Allen’s question, Mr. Bordeaux has not contacted other towns regarding moving to the Cloud and noted the software was highly secure versus the outdated server. Chuck Lawrence motioned to approve \$11,000.00 to move to the Cloud. Real Bazin second, motion carried by voice vote, (Perry, Bazin, Allen, Major, Lawrence).

F. Executive Session – None needed

G. Boards, Committees and Commissions: Craig Allen said in a meeting with the Westminster School Board, the school board would like someone from the selectboard to attend their budget meeting and in turn a school board member attend select board budget meetings for informational purposes and to work together.

Mr. Allen distributed an updated sheet regarding collection of taxes and the taxable grand list. He would like a clearer understanding of the tax rate as it pertains to the school. He noted overdue taxes at \$900k. He questioned the amount due from those with three years delinquency. This information is required to make decisions regarding tax sales.

H. **Other Business:** Chuck Lawrence noted, per Ben Masure, the part had been received for the roadside mower.

Jason Perry motioned to approve the sale of one burial plot A-18 bounded on the North by Empty, on the East by Dow, on the South by Shaoul and on the West by a stone wall to Nicholas J. Keil and Jill Keil in the Westminster West cemetery for \$310.00. Real Bazin seconded, motion carried by voice vote (Perry, Bazin, Allen, Major, Lawrence).

Jason Perry motioned to approve the sale of one burial plot in section A-17 bounded on the North by Dow, on the East by Empty, on the South by Empty and the West by Shaoul in the Westminster West cemetery to Claude D. Pepin and Lise Sparrow for \$310.00. Real Bazin seconded, motion carried by voice vote, (Perry, Bazin, Allen, Major, Lawrence).

Jason Perry motioned to approve the sale of one burial plot in Section B-6 bounded on the North by Empty, on the East by Middle Road, on the South by Wiswall and on the West by Hitchcock in the Westminster West cemetery to Amy E. Cann for \$310.00. Real Bazin seconded, motion carried by voice vote, (Perry, Bazin, Allen, Major, Lawrence).

Jason Perry motioned to approve the sale of one burial plot in A-17 bounded on the North by Proctor/Whalen, on the East by Empty, on the South by Pepin/Sparrow and on the West by Keil in the Westminster West cemetery to Andrew A. Dow for \$310.00. Real Bazin seconded, motion carried by voice vote (Perry, Bazin, Allen, Major, Lawrence).

In another matter: Jason Perry wished Chris Potter a speedy recovery.

In another matter: Jason Perry requested Dibernardo Associates locate the pins on the property of the North Westminster Community House to know if the newly constructed fence on one side and boats etc. on the opposite side were in the correct location.

- I. **Date of Next Meeting:** September 9, 2025 at North Westminster Community House - 5:30 p.m. Mr. Allen will contact the Fire Marshall for permission to use the Community House. The meeting will continue at the Town Hall at 6:30 p.m.
- J. **Adjournment:** Jason Perry motioned to adjourn at 7:55 p.m., Real Bazin second, meeting adjourned.

Clerk

Date