

WESTMINSTER SELECTBOARD MEETING

Tuesday, September 9, 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), and Stephen Major - Charles (Chuck) Lawrence was absent

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

Others Present: – Lise Sparrow, Shannon Burke, Tim Lillis, Phill Pellerin, Laura Sibilia

- **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.
- **Adjustments to Agenda:** None
- **Acceptance of Minutes:** August 26, 2025, 2025 – Stephen Major moved to accept the minutes of August 26, 2025, Real Bazin seconded, motion carried by voice vote, (Perry, Allen, Bazin, Major).
- **Communications and Public Comments:** Lise Sparrow addressed the Board for information/advice about farmers/immigrants and the status of changing immigration policies and local farm workers. Ms. Sparrow presented to the Board a resolution adopted by another town the Board might consider. She will contact local farm owners about the possibility of next steps toward pro bono legal representation and to have a rapid response team in place.

Shannon Burke will contact the Town Manager to make a formal request to be on Board meeting agenda 9/23/2025.

- **Unfinished Business:** (Discussion/Action)
 - A. Hearse Shed renovation – Tim Lillis –Mr. Lillis presented a report of completed work at the Hearse Shed and proposed a new end date of December 31, 2025. Jason Perry motioned to extend the current contract to October 17, 2025. Real Bazin seconded. Stephen Major motioned to amend the motion to complete the structure of the Hearse Shed by October 17, 2025 and complete the roof by November 17, 2025. Craig Allen seconded. Motion amendment failed by voice vote (Yes, Major, No, Perry, Bazin, Allen). The original motion carried by voice vote (Perry, Bazin, Allen – Major, No). Lou Bordeaux will update the Board regarding completion of phases for the project.
- **New Business:** (Discussion/Action) –
 - A. Laura Sibilia – BDCC (Brattleboro Development Credit Corporation)
Presentation/discussion - Ms. Sibilia presented information to the Board about BDCC services/programs such as support for the town plan, grant support/administration and student reality fairs. She requested the Board complete a BDCC Selectboard

Engagement Survey and consider approving the amount of \$9,048.00 for BDCC funding support. She requested a separate warned article for the annual meeting without a petition. Craig Allen suggested Ms. Sibilia return to the Board in November with a bigger range of BDCC services to present her funding request.

- B. Cemetery Deed** – Jason Perry motioned to approve the sale of one burial plot to Fletcher D. Proctor and Patricia A. Whalen in the Westminster West Cemetery for \$1,010.00. The plot in Section A-17 is bounded on the North by Empty, on the East by Empty, on the South by Dow, and the West by Empty. Real Bazin seconded, motion carried by voice vote (Perry, Bazin, Allen, Major).

C. Town Manager's Report –

- Meetings attended: BDCC Town Building Symposium regarding capital planning held in Wardsboro 8/28. On 9/9 ICMA (International City/County Management Association), “A Roadmap for Community Engagement in Small Cities and Towns”, sponsored by communityheartandsoul.org.
- Three new radar signs have been ordered due to changes in federal regulation requirements. Existing School Street signs will be repurposed to Back Westminster Road and Gageville.
- Contact made to Usherwood Office for information about a new/used Canon copier to replace town clerk's current machine.
- First draft of FY27 budget is 75% done. Return of individual department memos is anticipated by 10/15/2025.
- VT Agency of Transportation Division of Grants Compliance requested documentation to support three 2021 grants. The request has been completed.
- Four public record requests since August 26, 2025.
- October 7th ‘Orchard Master’ presentation has been canceled.

- D. Executive Session (if needed)** – There will be an executive session after #9 on agenda.

7. Boards, Committees and Commissions: – None

8. Other Business:

- Real Bazin questioned the Town's rubbish removal contract, believing there was an additional amount charged for recycling material. He noted the current contractor was often throwing trash and recycling together in a truck with one compartment. Mr. Bordeaux said he had an upcoming meeting scheduled with Windham Solid Waste Management.
- Mr. Bazin questioned if something could be done regarding recurrent incidents of squealing tires leaving marks/divots in paved and ruts in dirt roads. Mr. Bordeaux said the sheriff's department has been notified.
- The Town Clerk's office will be closed Monday and Tuesday, September 15 and 16 for training and will reopen Wednesday, September 17, 2025 at 8:30 a.m.
- Jason Perry stated his belief the Town should not be involved in national matters.

9. Date of Next Meeting: September 23, 2025 @6:30 p.m.

At 7:50 p.m. Jason Perry motioned to move to executive session being that premature public knowledge would clearly place the municipality, public body or a person involved at a substantial disadvantage 1 V.S.A. 313 and to invite the Town Manager. Real Bazin seconded, motion carried by voice vote (Perry, Bazin, Allen, Major).

At 8:01 Jason Perry moved to return to regular session, Real Bazin seconded, motion carried by voice vote (Perry, Bazin, Allen, Major). No action taken.

10. Adjournment: Jason Perry motioned to adjourn at 8:02 p.m., Real Bazin seconded, meeting adjourned.

Clerk

Date