

WESTMINSTER SELECTBOARD MEETING

Tuesday, September 30, 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), Lou Bordeaux (town manager), Ben Masure (highway foreman)

Others Present: – Shannon Burke, Tim Lillis, Phill Pellerin and 1 person (briefly), for FACTV

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. This meeting was not available remotely due to an anonymous interruption. The meeting was recorded by FACTV.

2. Adjustments to Agenda: None

3. Acceptance of Minutes: September 9, 2025 – Real Bazin motioned to accept the minutes, of September 9, 2025, Stephen Major seconded, motion carried by voice vote, (Perry, Allen, Bazin, Major).

4. Communications and Public Comments:

Phil Pellerin presented to the Board written Junk Ordinance amendment suggestions. Craig Allen said the Junk Ordinance would be on the October 14th Selectboard meeting agenda for discussion. Mr. Pellerin suggested someone making a complaint in the Town should attend a Selectboard meeting to present the complaint. Craig Allen presented to Mr. Pellerin written answers to questions he previously asked.

5. Unfinished Business: (Discussion/Action)

- A. Hearse Shed renovation – Information (emails) from Tim Lillis to Lou Bordeaux included in packet. Mr. Allen said progress on the construction would be reviewed at the October 14th Selectboard meeting. Mr. Lillis noted he would not be able to make the October 17th deadline set at the last meeting but would continue working in good faith on the project. Jason Perry, speaking for himself, assured Mr. Lillis, anything he invested in the project would be reimbursed.

6. New Business (Discussion/Action)

- A. Cemetery Deed – Jason Perry motioned to approve the sale of one cemetery burial in Section E Lot 79 in the Westminster New Cemetery to Richard A. Morse for \$1,010.00. Real Bazin seconded the motion, motion carried by voice vote (Perry, Bazin, Allen, Major)
- B. Cemetery Deed: Fee allocation – Stephen Major motioned to allocate \$400.00 of a single burial plot sale to Perpetual Care. Jason Perry seconded the motion. Jason Perry

amended the motion to allocate 50% (fifty percent) of the sale of one cemetery plot to perpetual care. Real Bazin seconded the motion. Amended motion passed by voice vote (Perry, Bazin, Allen, Major).

C. Route 121 bridge delay – Information included in packet from James McCarthy SOV (State of VT) highway division that construction would be delayed past 2026/2027 season due to the availability of federal and state funds. Jason Perry suggested contacting Westminster's elected representatives to advocate for repairs to the bridge. Mr. Perry volunteered to attend a Rockingham selectboard meeting to discuss with Rockingham repairs to the bridge and its impact on all areas of the local community.

D. Road Foreman's Report:

- Fall grading has begun and the blower, grader and roller are working in various areas of the Town.
- A VLCT (Vermont League of Cities and Towns) PACIF (Property & Casualty Intermunicipal fund) safety grant is being used for rubber plow edges, high visibility safety gear, traffic cones and chainsaw safety clothing.
- Grants in aid paperwork has been submitted for reimbursement.
- Trucks are being undercoated, and plowing/sanding equipment is being serviced for winter weather.
- Ditching, culvert and underdrain work are being done in some areas.

In answer to Real Bazin's ACT 64 question, Mr. Masure said the stone placement on the side of dirt roads was helpful until the ditch became filled in and the stones were covered with silt and dirt.

Jason Perry said Green Mountain Power installed culverts (provided by the Town) and placed 14 loads of gravel on Kimball Hill Road South and Forest Road after installing underground cables.

E. Town Manager's Report –

- FY 2027 Budget spreadsheets have been distributed to departments and committees. Updates/changes are due by October 8th.
- The Stop Sign and Speed Declarations approved in 2017 do not comply with state law. A draft of a comprehensive traffic ordinance has been sent to legal counsel for approval. An inventory of traffic signs and an ordinance are required to comply with state law.
- New radar signs will be installed in the next two weeks.
- Transition to the cloud will be starting November 3, 2025. Savings by transitioning to the cloud are about \$150.00 per month.
- Alex Lacy, program director for Windham County Solid Waste Management District, has assisted with updating outdated Town recycling information on the website.

- Webinars attended were VLCT budgeting and ICMA (International City/County Management Association) procurement. Mr. Bordeaux is a member of Procurement Professionals Alliance.
- Town Plan – There is a information session scheduled Thursday, October 2, 2025 at Studio Y in Westminster West. The next session is Saturday, 10/25 at BFUHS and another remotely 11/10/25 by Zoom.

Jason Perry suggested contacting Ruggiero Trash/Recycling regarding the separation of trash and recycling.

Mr. Bordeaux has signed a contract with Dibernardo Associates for a full survey of the North Westminster Community House property.

- F. Executive Session – A session will be after Other Business on agenda to discuss a contractual matter for the Board only. Jason Perry motioned to move to executive session, being that premature knowledge would clearly place the Municipality of the Town Westminster or the public body, a person or persons involved at a substantial disadvantage as outlined in 1 VSA 313, Stephen Major seconded, motion carried by voice vote (Perry, Bazin, Allen, Major).

7. Boards, Committees and Commissions: – None

- 8. Other Business:** - Property Tax Sales - Stephen Major noted it was a good plan to inform the mortgage lender when the Town intended to place a property up for tax sale due to unpaid taxes. Mr. Bordeaux said the first notice had been sent to 60 taxpayers with a second notice scheduled in about two weeks. Current delinquent tax is about \$697,000.00 down from \$925,000.00.

9. Date of Next Meeting: October 14, 2025 @6:30 p.m.

At 7:30 p.m. the Board moved to executive session.

At 8:00 p.m. Stephen Major motioned to return to regular session, Real Bazin seconded, motion carried by voice vote (Perry, Bazin, Allen, Major). There were no decisions.

- 10. Adjournment:** Stephen Major motioned to adjourn at 8:01, Real Bazin seconded, meeting adjourned.

Clerk

Date