

DRAFT/UNAPPROVED MINUTES

WESTMINSTER SELECTBOARD MEETING

Tuesday, August 11, 2026 - 5:30 p.m.

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

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

Staff Present: Ben Masure (highway foreman)

Others Present: Abigail Altabef

1. **Call to Order:** Craig Allen, Chair of the Board, called the meeting to order at 5:30 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 the Westminster Town Hall. This meeting was recorded by FACT TV.
2. **Adjustments to Agenda:** The Chair noted Lonnie Lisai addressing the Board to be moved to Communications and Comments.
3. **Acceptance of Minutes:** June 9, 2026 – Stephen Major motioned to approve minutes of June 9, 2025, Jason Perry seconded motion, motion approved by voice vote (Perry, Allen, Major) Real Bazin abstained due to absence.
Minutes - July 14, 2026 – Real Bazin motioned to accept the minutes of July 14, 2026, Jason Perry seconded the motion, motion carried by voice vote (Perry, Allen, Bazin). Stephen Major abstained due to absence.
July 21, 2026 – Stephen Major motioned to approve the minutes of July 21, 2026, Jason Perry seconded, motion carried by voice vote. (Perry, Allen, Major) Real Bazin abstained due to absence.
July 30, 2026 – Real Bazin motioned to approve the minutes of July 30, 2026, Jason Perry seconded, motion approved by voice vote (Perry, Bazin, Allen) Stephen Major abstained due to absence.
4. **Communications and Public Comments:** Lonnie Lisai addressed the Board requesting to move the hearse from Ruth Pierces barn to the hearse shed in Westminster West. The Board agreed to move the hearse to Westminster West. Mr. Lisai will obtain locks and keys for the hearse shed.
5. **Unfinished Business: (Discussion/Action) –**
 - A. Delinquent tax collection information – Information included in packet – Mr. Allen noted dollar amount of about \$708,000.00. Next steps are legal counsel will screen the list to from 2019 to 2025 to verify tax sale accuracy. The next notice will be mailed by legal counsel.
 - B. Tax sale process update – information included in packet - \$130,000.00 has been collected in delinquent amounts since July 2026.
6. **New Business: (Discussion/Action)-**
 - A. Loader bid – information included in packet – Mr. Masure confirmed the loader specifics were put out to bid.
Jason Perry motioned to purchase loader from United Construction \$164,700.00 after trading the old loader. Real Bazin seconded. The new loader will be available in about two months.

- B. Bridge Bid and recommendations for service. Mr. Masure noted 2 bids were received, to install new asphalt, new membrane and concrete as needed. – Goldies Road Bridge – Jason Perry motioned to award the bid to Bazin Brothers Trucking for \$74,250.00 knowing the dollar number could change. Stephen Major seconded, motion carried by voice vote (Perry, Allen, Major) Bazin abstained due to conflict of interest. Mr. Masure believed the approved amount would not substantially change.
- C. Errors and Omissions – Information included in packet – Jason Perry motioned to approve errors and omissions certificate for Sue E. Barnett, parcel id 003 013.000. Change from \$50,800.00 to \$10,800.00, difference of \$40,000.00. Veterans exemption applied as spouse of qualified veteran approved per VT OVA. Real Bazin seconded, motion carried by voice vote (Perry, Bazin, Allen, Major). Jason Perry motioned to approve errors and omissions certificate for Sojourns Community Clinic, Inc. parcel id 008079.000. Change from \$755,800.00 to \$141,100.00 difference of \$614,700.00. Value of clinic building, building lot, water and sewer improvements voted exempt at 2026 Annual Town Meeting. Stephen Major seconded. Mr. Major noted his belief the tax relief information was presented differently at the annual meeting. Board agreed, voters may not have realized the amount of tax relief being approved. Motion carried by voice vote (Perry, Bazin, Allen). Major abstained due to lack of information.
- D. Status of current fiscal year 2026 audit – information included in packet – Sullivan and Powers will visit again for more information including fire district.
- E. Road foreman update –
- Roads sustained minor damage from heavy rain 2 weeks ago, about 5” of rain received from Putney line to Westminster West.
 - Roadside mowing is ongoing.
 - At date of meeting minor items to be completed on paving Route 121 in North Westminster. Last minute change suggested by Denny Bazin was to leave shoulder in place as shoulder was in good condition.
 - Mike Smith, private professional trainer, will be administering 8-hour grader training to a different highway person grading roads to fine tune skills. Training will be on several different roads.
 - Bridge joints Route 121. SealMaster cost \$3,900.00 for a person to assist (1 day), material, and machine to seal bridge cracks. Town will provide flagger and other assistance as needed. Funds will come from bridge maintenance.
 - Butler’s Pantry Bridge – State Structures Grant in 2027 could be used for work on bridge.
 - Excavator/Mower – Possible plan with new loader is mower attachment to go on front. About 2,800 hours on current roadside mower. Excavator has had multiple breakdowns. Real Bazin questioned the purchase of broom and blower if mower attachment was added to mower? Mr. Allen requested further cost research and other mower possibilities.
- F. Town Manager report – Mr. Allen read the report included in packet –
- Interim manager continues to be available one day per week in Town Hall.
 - Credit card training scheduled.

- New phone has been installed for assistant treasurer. Ali Bigwood can now answer lister phone when listers are not available.
- G. Executive Session – Jason Perry motioned to move to executive session for a contractual matter being that premature knowledge would clearly place the municipality of the Town of Westminster or the public body, a person, or persons involved at a substantial disadvantage as outlined in **1 V.S.A. § 313 (a)**. Real Bazin seconded, motion carried by voice vote (Perry, Bazin, Allen, Major).
7. **Boards, Committees and Commissions:** None
8. **Other Business:**
- A. Sheriff Mark Anderson request for meeting. Interim town manager will contact Mark Anderson.
9. **Date of Next Meeting:** August 25, 2026, at 6:30 p.m.

Board moved out of executive session at 6:42 p.m. Stephen Major moved to sign the contract with VLCT (Vermont League of Cities and Towns) for the Town Manager recruitment, seconded by Jason Perry. Motion carried by voice vote, (Perry, Bazin, Allen, Major).

10. **Adjournment:** Jason Perry moved to adjourn at 6:45 p.m. Meeting adjourned

Clerk

Date

Minutes composed by Millie Barry