

# Minutes of the Westmoreland Selectmen's Meeting

Tuesday, May 24, 2022

**BOARD MEMBERS PRESENT:** Russ Austin, Frank Reeder, John Snowdon

The meeting was called to order at 12:58 pm by Russ Austin

1. Zoning Board Clerk

- Russ Austin - Zoning Board Chair, Peter Remy, has concerns about not having a Zoning Board Clerk and no one to fill in once Jo Ann retires. Remy said that a replacement needed to be found before the next hearing on June 15th. He also told Austin that he is near a point of retiring from the Zoning Board.
- Frank Reeder - The clerk position has been advertised in the newspaper, on Facebook, and on the website with no response. Having hearings, taking minutes and having them available by law within 5 business days is the responsibility of the Zoning Board. The Selectboard is not responsible to provide a clerk, and not in favor of asking Town Administrator or Town Clerk to take on extra. The Selectboard will continue to help search for someone to take on the clerk position, but until then the Zoning board will need to find a way to cover the tasks performed by a clerk.
- Jo Ann Labarre - The Zoning Board Handbook is a good learning tool that helps walk through steps of what is needed once a denied permit is received from the Zoning Administrator and a hearing has been requested. Clerks for both Planning and Zoning boards work per diem for prep work involved in hearings. They currently receive \$50 per hearing and \$25 for a continuance. Clerks are also asked to take minutes for these boards.
- Snowdon - Could ask Mark Hayward to advertise for clerk in the school newsletter, and try again to advertise on Facebook and on the website.
- Reeder - The Selectboard would like to hear any thoughts or suggestions either board has about what can be done to fill positions as needed. It may be beneficial to meet with board chairs quarterly to keep everyone informed. Snowdon - Conversations between boards about what everyone is working on or having problems with would help create a more open government.
- Austin - Peter Remy has done a lot for the Town on the Zoning Board. If he decides to retire in near future Selectboard would need to appoint an alternate to be a member, and the board would need to elect a new chairperson. Would be best for the Town and the Zoning Board if a clerk can be found.

2. CCI rescheduled meeting with Selectboard to July 7th 1pm meeting.
3. Second Selectmen's meeting in June moved from 16th to 23rd at 6pm

The meeting was adjourned at 2:25pm

Respectfully submitted,  
Jodi Scanlan  
Town Administrative Assistant

NEXT MEETING – THURSDAY JUNE 2, 2022 1:00pm MINUTES ARE INITIALLY POSTED AS UNAPPROVED SELECTMEN SIGNATURES DENOTE APPROVAL
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BOARD OF SELECTMEN

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Russ Austin, Chairman

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Frank Reeder

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John Snowdon