

Minutes of the Westmoreland Selectmen's Meeting
Tuesday, May 19, 2026

BOARD MEMBERS PRESENT: Mark Terry, John Snowdon and Bill McGahie

1. The meeting was called to order at 1:00 pm by Mark Terry
2. Approval of Minutes: May 4, 2026 and May 13, 2026 Motion was made by Mark Terry seconded by Bill McGahie to accept the minutes as printed. Motion passed 3-0.
3. Accounts Payable: Motion was made by Mark Terry, seconded by John Snowdon to approve Manifests for: General Fund \$ 12,465.98 Motion passed 3-0.
4. Guests: Recycling Committee - Victor Kissell presented a recommendation letter from the Recycling Committee to purchase a used glass crusher designed to reduce glass to approximately 2-inch pieces, thereby decreasing hauling volume and improving recycling efficiency. Kissell purchased and repaired the machine, including replacement of belt bearings and a motor and would sell the machine to the Town for \$600.

The committee stated the crusher could reduce transportation costs by minimizing “shipping air” in containers, with an estimated return on investment of approximately 16 months. Future expansion options were discussed, including a secondary unit capable of processing crushed glass into sand-like material to further reduce cost.

Operational considerations were reviewed. The unit can be installed either inside the existing recycling center structure or outdoors and requires a 110V/25A power supply. Due to noise concerns, operation would likely occur after closing with an estimated processing time of approximately 30 minutes..

Safety requirements were discussed, including the use of PPE, operator training, and limiting operation to trained personnel only. Kissell added a rubber chute to reduce dust and glass scatter and direct material into the container.

Motion made by John Snowdon, seconded by Mark Terry to purchase glass crusher from Victor Kissell for use at the recycling center. Future machinery or PPE to be discussed with Selectmen prior to purchase for budgeting purposes. Motion passed 3-0

5. Old Business
 - A. Driveway on Class VI - Ted and April Ferguson, along with Nicole Ferguson, met with the Board regarding a letter questioning the location of their driveway off the Class VI portion of Esty Road. The driveway permit on file indicates the driveway was to originate from the Class V portion of the road, while the existing driveway appears to access the property from the Class VI section, where new driveways are not permitted under Town ordinances.

The Fergusons stated there was confusion during construction due to utility pole numbers being changed or repositioned and noted that the attached drawing and lot number on the permit reflected the intended driveway location. Multiple site visits and conversations with the Road Agent were discussed. The Fergusons also stated they had received permission to perform work on the Class VI portion of the road, although there was disagreement regarding the purpose of the work. The Board reviewed a copy of the driveway permit containing handwritten additions made after signing, including a reference to “1/4 mile,” though board members stated they did not know who made the alterations.

The Board discussed possible options, including constructing a driveway from the permitted Class V location, upgrading the road to Class V status, or applying for a variance through the ZBA. The Fergusons requested the Board consider accepting the driveway “as-is” due to the location of the septic system and possible misunderstanding regarding the intended driveway location. The Board expressed concern regarding precedent and the need to follow established procedures.

The matter was postponed pending further investigation. A special meeting was scheduled for Tuesday, June 26 at 1:00 PM to allow time prior to the ZBA filing deadline.

Going forward a GPS location will be written on the permit when the driveway location is established.

- B. Unpermitted Roadwork on Class VI - Brian Clark met with the Board regarding work completed on a Class VI road serving his family’s property. Mr. Clark explained that he hired a contractor to place stone and improve road conditions after receiving complaints from tenants regarding seasonal mud and the road becoming impassable.

Clark said he was unaware that prior approval from the Town was required before performing work on a Class VI road. The Board clarified that, because Class VI roads remain Town roads, requests for work must first be brought before the Selectboard for approval.

The Board also emphasized that Class VI roads may not be blocked, as the roadway continues beyond the property. It was noted that a previously reported stone pile which had since been removed. No formal action was taken, as the work had already been completed. Discussion focused on reinforcing the proper process for any future work on Class VI roads.

- C. Southwest Regional Planning Selectmen’s Meeting - John Snowdon attended the meeting held in Harrisville on April 23rd. Representatives attended from 10 towns in the area. Discussion focused on opportunities for regional collaboration, including shared municipal services such as code enforcement and fire/EMS coverage, as well as consortium purchasing programs, including a regional heating oil buying group.

The Board expressed support for future joint meetings and collaboration opportunities with neighboring towns, including Alstead, Chesterfield, and Walpole.

Mark Terry noted that Westmoreland and Chesterfield will be working together on the perambulation process once the 250 year celebrations are complete.

6. New Business

Signature Approval was given for the following
Tax Warrant, Deed Waiver (1), Cemetery Deeds (3)
Rail Trail Authorization Letter & Support Letter

- A. Class VI Upgrade Proposal - Deb Perry met with the Board to request approval to upgrade 300 feet of a Class VI section of Hunt Road to Class V status in order to construct a storage building. Perry stated that a logger previously upgraded portions of the road to access another property and believed the roadway, aside from width requirements, may already meet Town road standards. She stated the remaining work would likely involve widening the roadway and extending the improvements. Snowdon stated final determination that all standards have been met is to be made by the Road Agent before Town will adopt the road as a Class V road. .

The Board advised that the next step would be for the Road Agent to inspect the roadway and review what additional improvements would be required to meet Town standards for the 300' of required frontage. The Board recommended that Deb Perry's contractor be present during the inspection if possible. A site visit was scheduled for Thursday, May 28 at 10:00 AM on Hunt Road with the Selectboard Chair and the Road Agent.

- B. Recycling Center - 250 Celebration - Harry Ackerman requested that the town recycling center be closed in honor of the 250 year celebration May 30th.. Discussion noted late notice, potential resident confusion, and an employee who lives out of town who would want to work..The consensus reached was to keep the transfer open on May 30th with minimal or no volunteers.
- C. Deeded Properties - The Board discussed the Town's four tax-deeded properties that are ready for auction and reviewed services offered by NH Tax Deed & Property Auctions (NHTDPA), including legal services, title searches, abutter notifications, advertising, and auction administration. There is no direct cost to the Town, as all service fees are covered through the buyer's premium. Motion made by John Snowdon, seconded by Bill McGahie, to contract with New Hampshire Tax Deed & Property Auctions to conduct the sale of the deeded properties. Motion passed 3-0
- D. Abatements - The Board reviewed two tax abatement requests and voted to accept the assessor's recommendations. One abatement involved an accessory dwelling unit (ADU) that had been assessed as complete and was revised to 45% complete. The second abatement involved a correction to a tower assessment.

Motion made by Mark Terry, seconded by John Snowdon, to accept Marazoff Assessing's recommendations for the abatements. Motion passed 3-0.

- E. Assessing - Revaluation - The board discussed proactively publishing an article in the Westmorelander explaining the upcoming assessment/revaluation process and impact. All Selectmen were in favor.
- F. Cemetery flags will be placed on veterans' graves prior to Memorial Day weekend. The Board extends its appreciation to all volunteers who help make this annual tradition possible.

South - Westmoreland Student Council

East - Ken and Lori Thompson

North - Mary Terry & Bill McGahie

Edson - Carson Barrett

Gline, Pratt, Lord, Canoe Meadow, Chaffee - Jo Ann LaBarre & Jodi Scanlan

- 7. CCEMS and the Fire Department held CPR and Stop the Bleed classes on May 16, with strong community participation and 12 attendees in each class. Due to the positive response, additional classes are being planned for this fall.
- 8. Correspondence: NHDOT all-way stop project anticipated to occur 2027
NHDOT Use of Public Right of Way for Outdoor Dining and Retail Uses
- 9. Upcoming: May 30th 250 Westmoreland Celebration
June 2nd Land Use Boards Meeting 6pm

10. At 2:59 pm a motion was made by John Snowdon seconded by Mark Terry to adjourn the meeting.
Motion passed 3-0.

Respectfully submitted,
Jodi Scanlan
Town Administrator

NEXT MEETING TUESDAY, JUNE 2, 2026 6:00PM
MINUTES ARE INITIALLY POSTED AS UNAPPROVED
SELECTMEN SIGNATURES DENOTE APPROVAL

BOARD OF SELECTMEN

Mark Terry, Chairman

William McGahie

John Snowdon

STATEWIDE ALL-WAY STOP CONTROL
44861
NH 63 at South Village Road

Bureau of Highway Design
Room 200
Tel. (603) 271-2171
Fax (603) 271-7025

May 13, 2026

Ms. Jodi Scanlan
Town Administrator
Town of Westmoreland
780 Route 63
Westmoreland, NH 03467

Dear Ms. Scanlan:

This is to notify the Town that the New Hampshire Department of Transportation (NHDOT) has developed a project including the intersection of NH 63 at South Village Road proposing systemic improvements to increase intersection safety through conversion to all-way stop control.

Work related to the subject intersection will involve installation of signage, pavement markings, and other ancillary work as necessary. Traffic control will involve the use of one-lane, alternating two-way traffic, lane shifts, and shoulder closures where necessary to complete the work.

Throughout the duration of the project, and at the discretion of the Department, uniformed officers and flaggers will be used to control traffic. Portable Changeable Message Signs will be used to notify motorists approximately two weeks in advance of the work and remain for approximately one month after intersection conversion to reinforce the change. All work on this project will be performed such that traffic is unimpeded whenever possible.

This project is scheduled to advertise on June 2, 2026. Construction at this location is anticipated to occur in 2027 at the discretion of the Contractor. A pre-construction meeting will be held by the Contractor prior to the start of construction. The Department's Contract Administrator will also provide Public Notice to the Town prior to construction beginning at this location for distribution as seen fit.

Included as part of this transmittal is a copy of the Municipal Work Zone Agreement (MWZA) that all municipalities are asked to sign as an acknowledgement that the Department will have the authority to control traffic through the work zone for the duration of the project. Please electronically sign and return a copy to me at Corey.R.Spetelunas@dot.nh.gov. The Department will then sign and provide a copy for your records, as well retain a copy in the Design file.

If you have any questions or would like to discuss this project further, feel free to call me at 271-6504 or send an e-mail to Corey.R.Spetelunas@dot.nh.gov.

Sincerely,

Corey Spetelunas, P.E.
Project Manager

**MUNICIPAL WORK ZONE AGREEMENT
FOR
STATEWIDE ALL-WAY STOP CONTROL**

**STATE PROJECT: 44861
FEDERAL PROJECT: X-A005(591)**

THIS AGREEMENT, executed in *duplicate*, made and entered into this 13 day of MAY 2026, between the New Hampshire Department of Transportation, hereinafter called the "DEPARTMENT" and the Town of *Westmoreland*, hereinafter called the "TOWN."

WITNESSETH that,

WHEREAS, the DEPARTMENT will *convert the intersection of NH 63 at South Village Road to all-way stop control*;

WHEREAS, The State Legislature has delegated the Commissioner of the DEPARTMENT with full authority to control traffic in highway/bridge construction work zones on Class I, II, and III highways; RSA 228:21, 236:1, and 228:37;

WHEREAS, The Department intends to use a combination of flaggers and/or uniformed officers, as appropriate, to control traffic and ensure public and worker safety; and

NOW, THEREFORE, in consideration of the above premises, it is mutually agreed as follows:

- A. The DEPARTMENT shall construct project *Statewide All-Way Stop Control 44861, conversion of minor-leg stop control to all-way stop control* in the TOWN.
- B. The DEPARTMENT will be responsible for the management and operation of the highway throughout the duration of the construction of the project. This includes the authority to determine the most appropriate way to control traffic within the construction work zone limits of the project.
- C. The Department, as of April 1, 2013, will only compensate for the use of police officers that have successfully completed an NHDOT approved course on the Safe and Effective Use of Law Enforcement in Work Zones

IN WITNESS WHEREOF, the parties here have affixed their signatures, the Town of *Westmoreland*, New Hampshire, on this 13 day of MAY, 2026; The Department of Transportation on this _____ day of _____, 2026.

**NEW HAMPSHIRE DEPARTMENT OF
TRANSPORTATION**

TOWN OF WESTMORELAND

By: _____
Director of Project Development

By: 
(AUTHORIZED MUNICIPAL OFFICIAL)

cc: Police Chief



The State of New Hampshire
Department of Transportation



David Rodrigue, P.E.
Commissioner

Susan M. Klasen, P.E.
Assistant Commissioner

Michelle L. Winters
Deputy Commissioner

May 15, 2026

TO: All NH Local Public Agencies (LPAs)

RE: Use of Public Right of Way (ROW) for Outdoor Dining and Retail Uses

On May 28, 2020, in response to the COVID-19 pandemic and to provide flexibility and relief to the public and support economic recovery, the Federal Highway Administration (FHWA) authorized a short-term waiver for outdoor dining and retail uses in highway ROW, provided such uses did not impede the safe and free flow of traffic and included appropriate safety measures. Those exceptions expired on May 11, 2023, in conjunction with the expiration of the Federal Public Health Emergency Declaration.

FHWA has recently notified the New Hampshire Department of Transportation (NHDOT) that they have learned that there are outdoor dining and/or retail activities happening in the Federal Aid ROW within NH Local Public Agencies. Per 23 CFR 1.23(c) and 23 CFR 710.405 non-highway uses of Federal-aid ROW require a ROW Use Agreement and a determination that such use is in the public interest, consistent with the continued use, operations, maintenance, and safety of the facility, and does not impair the highway or interfere with the free and safe flow of traffic.

New Hampshire Department of Transportation has responsibility for the review and approval of non-highway usage of the Federal-Aid ROW. Policies and procedures that ensure the safety of all roadway users and ensure compliance with all applicable Federal requirements for the use of the Federal-Aid ROW are under development within NHDOT. It is anticipated that finalized procedures will be adopted and implemented in the coming months. With the implementation of these new procedures, it will be necessary to bring non-highway uses of the ROW into compliance with federal requirements.

Please be aware additional information will be forthcoming. If you have any questions in the meantime, please feel free to contact William Watson in the Bureau of Planning and Community Assistance at 603-271-3344.

Sincerely,

David Rodrigue P.E., Commissioner
NH Department of Transportation

cc: Commissioner's Office
Bureau of ROW
Bureau of Planning and Community Assistance
Federal Highway Administration