

# Minutes of the Westmoreland Selectmen's Meeting

Tuesday, June 2, 2026

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

1. The meeting was called to order at 6:00 pm by Mark Terry
2. Land Use Boards: Planning Board - Bruce Smith, Liana Capra, Jim Church  
Zoning Board - Peter Remy and Alan Bell  
Land Use Administrator, Laurie Burt
  - A. Permit Denials
    - Mark Terry talked about the importance of thoroughly documenting all denied permit applications in writing. He noted that maintaining a clear record provides necessary background information for the Planning Board and Zoning Board of Adjustment and helps protect the Town in the event of legal challenges.
    - Alan Bell shared a recent conversation with the Town's Counsel who stressed the necessity of denial letters to clearly explain the reasons for denial and outline any next steps available to the applicant, such as applying for a variance or special exception.
    - The Board discussed establishing a formal process whereby the Land Use Administrator (LUA) would review permit applications and, when an application is denied, prepare a written denial letter. The letter would identify the applicable RSA provisions and zoning ordinance requirements that must be addressed and provide guidance on how the applicant may proceed. The draft denial letter would be provided to both boards for review prior to being issued to the applicant.
  - B. Code Enforcement Officer
    - The Board continued discussions regarding the potential hiring of a Code Enforcement Officer to assist with the administration and enforcement of complex state regulations, as well as building, driveway, and land use permits. The possibility of sharing the position and associated costs with neighboring communities was also explored.
    - John Snowdon reached out to Chesterfield, Walpole, and Alstead. Chesterfield to see if there would be interest in a shared position. Chesterfield said their code enforcement team is currently too busy to participate in a shared arrangement, while Walpole's governing board declined due to concerns about potential public opposition. Alstead is continuing to explore interest in a shared Code Enforcement Officer position.
    - Should the Town decide to move forward, the position would likely be a parttime position included as a budget item for consideration at the March Town Meeting.
  - C. Legal Support
    - Board members expressed appreciation for the responsiveness and expertise provided by the Town's legal counsel, Drummond Woodsum, particularly Michael Malaguti.
    - Discussion also focused on the increasing complexity of recently enacted state laws (RSAs), many of which were viewed as difficult to interpret.
    - The Board discussed the role of the New Hampshire Municipal Association (NHMA) in keeping municipalities informed about proposed legislation and regulatory changes that may affect local government. Members noted that the Selectboard and Planning Board have submitted letters and comments on legislative matters that could impact the Town. The Board encouraged residents to become involved in the legislative process as well, noting that correspondence and testimony from individual citizens can help inform decision-makers and have a meaningful impact on legislative outcomes.

#### D. Board Training

- Mark Terry suggested that newly appointed members of the Planning Board and Zoning Board of Adjustment be encouraged or required to complete online training courses and obtain relevant certifications to better prepare them for their roles.
- The Board also discussed a code enforcement training workshop costing approximately \$40–\$45 per participant. Members noted that multiple individuals could attend the webinar together under a single registration fee, and that training materials are made available afterward for future reference by interested board and committee members.
- The Planning Board currently has an open position and Bruce Smith encouraged interested residents to consider serving.

3. Approval of Minutes: May 19, 2026 and May 26, 2026 Motion was made by Mark Terry seconded by Bill McGahie to accept the minutes as printed. Motion passed 3-0.

4. Accounts Payable: Motion was made by Mark Terry, seconded by Bill McGahie to approve Manifests for: General Fund \$ 242,333.81. Motion passed 3-0.

#### 5. Old Business

A. Dog Complaint - The Board discussed continued complaints regarding dogs on Glebe Road. The Town has investigated the matter and issued notices to the dog owner in accordance with RSA 466:31 (Dogs a Menace, a Nuisance, or Vicious) and the Town's Dog Control Ordinance. As the complaints have continued despite prior notification, the matter has been referred to Town Counsel for further action. Town Counsel will proceed with filing the appropriate petition in District Court seeking enforcement under RSA 466:31.

B. NHDOT Bridge Study - The Board was informed that the NHDOT bridge study has been approved by the Governor and Executive Council. The study is estimated to cost \$150,000, with the State contributing \$120,000. The remaining \$30,000 will be shared between the Town and Cheshire County.

The study will evaluate three potential alternatives for addressing the bridge crossing: construction of a new bridge, development of a roadway through the adjacent field outside the FEMA floodplain, and installation of a Bailey Bridge as a temporary solution. The findings of the study will help determine the most feasible and cost-effective option moving forward. Results of the study are projected to be available by the end of the year.

#### C. 250th Anniversary Celebration

On behalf of the Selectboard, Mark Terry extended sincere thanks to all of the volunteers, organizers, participants, and sponsors who helped make the Town's 250th Anniversary Celebration a success.

Although the weather was less than ideal, the event was well attended and offered a variety of engaging activities throughout the day. Highlights included a reading of the Declaration of Independence, an Abenaki presentation, historical reenactments, tours of historic buildings, and a guided hike to Pow Wow Rock. The day ended with an ice cream social and the Town Band.

#### 6. New Business

Signatures:

Intent to Excavate (1)                      Deed Waiver (1)  
Cemetery Deed (1),                      NHTDPA Contract  
Appointment of Paul Steblein to Rail Trail Committee

A. Mobile Vendor Permit granted to Westmoreland General Store for BBQ Truck with Smoker

- B. Unpermitted ADU - Selectmen agreed to send first letter per enforcement policy to resident on Route 63 with unpermitted ADU
  - C. Selectboard agreed to sign a resolution presented by John Snowdon in support of House Bill 1491, which relates to Primex risk pools and protects towns from unexpected catastrophic claim costs.
  - D. Highway Department Mower - The Selectboard discussed the rental and potential purchase of a used John Deere mower for the Highway Department. The mower has been well maintained and is reported to be in excellent condition. The monthly rental cost is \$9,800, which would be credited toward the purchase price should the Town decide to buy the machine. The mower is currently listed for sale at \$65,000. The Selectboard agreed to postpone a decision until the Highway Department has had an opportunity to operate and evaluate the mower and the available balance in the Capital Reserve Fund can be confirmed.
7. Correspondence: Primex Workman's Compensation Return of Surplus \$719.00  
NHDOT Red Listed Bridges - Westmoreland - River Road Bridge  
Adler Letter - Restitution Paid State disbursement Issue
8. 7:17 pm motion was made by Mark Terry seconded by Bill McGahie to adjourn the meeting.  
Motion passed 3-0.

Respectfully submitted,  
Jodi Scanlan  
Town Administrator

NEXT MEETING TUESDAY TUESDAY, JUNE 16,, 2026 1:00PM  
MINUTES ARE INITIALLY POSTED AS UNAPPROVED  
SELECTMEN SIGNATURES DENOTE APPROVAL

BOARD OF SELECTMEN

---

Mark Terry, Chairman

---

William McGahie

---

John Snowdon