

Minutes of the Westmoreland Selectmen's Meeting

Tuesday October 15, 2024

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

1. The meeting was called to order at 6:00 pm by John Snowdon.
2. Approval of Minutes: October 1, 2024. Motion was made by Mark Terry, seconded by Bill McGahie to accept the minutes as printed. Motion passed 3-0.
3. Approval of Minutes: October 2, 2024. Motion was made by Mark Terry, seconded by Bill McGahie to accept the minutes as printed. Motion passed 3-0.
4. Guests: Scott Talbot - Health Officer
 - Talbot provided a Forest Fire Sign that is required to be posted by the State
 - Bump Road - Order to vacate camper ends October 31st. Talbot will arrange a property visit following to verify the tenant no longer living in camper on property.
 - Septic Pro to test septic at 95 Thompson Road October 16 per attorney recommendation. Payment of \$600 required at time of service. Snowdon and Talbot to be present for testing as well as owner, Jason Desruisseau.
 - Talbot suggested that a billable fee apply to situations where orders are needed due to the amount of time required. Selectmen agree that compensation for the Health Officer should be in place. Talbot will research what other towns have in place.
5. Old Business
 - A. Personnel Manual - A motion was made by John Snowdon, seconded by Mark Terry to adopt the Personnel Policies and Procedures Manual with minor changes, an additional floating holiday for all full time employees and an additional 5 vacation days for employees with 20 years of employment. Motion passed 3-0.
 - B. Purchasing Policy - Selectmen discussed revisions needed to policy and will adopt at a future meeting once revisions are made.
 - C. Recycling Committee - McGahie, board liaison for Recycling Committee, updated Selectmen. Most of the committee and others present at the last meeting agree that pay by the bag is the best option to start with. Other suggestions included instead raising sticker price. Committee also discussed separating glass. Snowdon and Terry agree that the committee needs to focus on one thing to bring to the Town. For selectmen to recommend a pay by the bag warrant article the committee would need to have information about bags including: pricing, quantities required for an order, where they will be sold, how businesses will be compensated for selling bags. Selectmen agree they will not support a sticker increase at this time.
6. Accounts Payable: Motion was made by, John Snowdon seconded by Mark Terry to approve Manifests for: General Fund \$47,857.54 Motion passed 3-0.
7. New Business

Signature Approval was given for the following:

Payroll 10/16/2024	Timber Tax Warrant (1)	Amazon \$133.93
Payroll Taxes 10/16/2024	USPS \$10.40	Eversource \$322.11
General Election Warrant	Invoice Cloud \$44.80	General Journal #871
Pistol Permit (1)	Dropbox \$119.80	Highway Capital Reserve

- A. Cash Policy - Selectmen discussed a new cash policy recommended by auditors and will adopt it at a future meeting once revisions are made.
- B. Highway Department Broom - 2001 pull behind street broom has been sitting in the highway yard unused due to how cumbersome it is. Dave Poklemba wanted to fix it up to sell but it needs \$2500 of work and is only worth about that. Poklemba requested permission to scrap the broom. A motion was made by Mark Terry, seconded by Bill McGahie to allow Road Agent to take the broom to the scrap yard. Motion Passed 3-0
8. Correspondence: Letter received from Library Trustee and Treasurer, Christine Hadlow resigning from both positions due to a new employment conflict.
9. 7:59 pm Motion by John Snowdon, seconded by Mark Terry to enter nonpublic session per RSA 91-A:3, II(c) . Motion passed 3-0.
10. 8:48 pm Motion by John Snowdon, seconded by Bill McGahie to leave nonpublic session and return to public session. Motion passed 3-0. Motion made by John Snowdon to seal the minutes of the non-public session, seconded by Mark Terry. Motion passed 3-0.
11. 8:49 pm Motion by Mark Terry, seconded by Bill McGahie to adjourn meeting. Motion Passed 3-0. Meeting adjourned.

Respectfully submitted,
Jodi Scanlan
Town Administrator

NEXT MEETING THURSDAY NOVEMBER 7, 2024 1:00PM
MINUTES ARE INITIALLY POSTED AS UNAPPROVED
SELECTMEN SIGNATURES DENOTE APPROVAL

BOARD OF SELECTMEN

John Snowdon, Chairman

Mark Terry

William McGahie