

# Minutes of the Westmoreland Selectmen's Meeting

Tuesday August 8, 2024

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

1. The meeting was called to order at 1:02 pm by John Snowdon.
2. Approval of Minutes: July 16, 2024. Motion was made by Mark Terry, seconded by Bill McGahie to accept the minutes as printed. Motion passed 3-0.
3. Guests: Dave Poklemba - Road Agent
  - Water at the highway garage is not good. Bubbler used for drinking water.
  - Terry - Facility does not have a shower available to wash off hazardous materials if needed which is a safety issue.
  - Snowdon - Facility is in need of upgrade and at some point additional space for storing equipment under cover. Suggest warrant article to drill well and create more adequate bathroom with shower then the next year create capital reserve for build to save toward future addition and repairs.
  - Selectmen agree to create a warrant article for the next town meeting. Will need to get estimates for new well and bathroom
  - Poklemba suggested charging \$30 for driveway permits. Money to go back to the town for time spent at an individual property. Motion was made by Mark Terry, seconded by Bill McGahie to begin charging \$30 for driveway permits as of September 1, 2024. Motion passed 3-0. Fee to be added to Town's fee schedule.
4. Old Business
  - A. Thompson Road - Health Officer received order to vacate from Town Attorney for 95 Thompson Road based on failing septic system. Order was posted at the residence by Scott Talbot and John Snowdon July 30, 2024. Resident called soon after to speak with the Health Office and told him to bring a bandaid next time he came on his property. Further communication about the order to vacate to go through the Town Attorney.
  - B. Property Deeding - Tax Collector had 3 properties that were to be deeded 8/13. 2 of the property owners have made payment arrangements. 3rd property still to be deeded unless payment is made.
  - C. Bakery - Owners had a meeting with chairpersons for Planning and Zoning as well as Zoning Administrator, Zoning Clerk and Selectman representative on the Planning Board. Meeting to help owners get property in compliance. New building being constructed is a wood shed and is for personal use not business. Owners to obtain a building permit. All parties agree the meeting was beneficial to completing the process.
  - D. Solar at fire station - Snowdon - did not apply for grant as it was not going to work for the fire station. Solar Dave, Chief Nelson and Snowdon are working toward a plan to create enough solar using remaining bond from the build to power the fire station. Discussion to continue when Solar Dave is present to outline details.

5. Accounts Payable: Motion was made by Bill McGahie, seconded by Mark Terry to approve Manifests for: General Fund \$277,978.50 Fire Station \$1217.57 Motion passed 3-0.

6. New Business

Signature Approval was given for the following:

Payroll 7/23/2024, 8/3/2024	Retirement \$2825.87	Amazon \$10.57
Payroll Taxes 7/25, 8/8	HealthTrust \$6463.92	Custom Ink \$350.90
Timber Intent	Staples \$120.26	Veteran Flag Depot \$715.45
Pistol Permit	USPS \$16.74	Bank Statements July 2024

- A. Recycling Center Staff - Earl to retire as of October 1, 2024. Ron Fish has a past employee who is interested in the job and he would like to hire. Employee was a good worker and selectmen agreed Fish should hire to start October 1st.
- B. Emergency Operations Center Staffing - Only workers in place at this time are committee members. Need volunteers to do unskilled clerical tasks such as answering phones. Committee working to update data on file at this time. Need to organize a training program and exercise regularly. Bill Chase resigned as deputy and will become secretary of the committee to better define chain of command.
- C. Emergency Operations Center - Mark Terry to work with the EOC Committee to help update Westmoreland's plan, develop training, and plan drills to exercise it. Mailing to be sent by committee to town to see what people have for resources that they could volunteer if needed. Committee may need assistance entering data. Administrative Assistant will help if needed.
- D. Budget - Reviewed how the budget is created. Chairpersons from committees, boards, commissions submit what they need which is reviewed by the Selectmen. Selectmen also determine employee raises. The Selectboard Chair is also a member of the Budget Committee. Selectboard presents a suggested budget to the Budget Committee who reviews and either makes suggestions for changes and/or approves the Budget.

7. Other Business

Perry Sawyer - Public Hearing tonight at 7pm to approve \$5000 of the Conservation Fund to be used for the Monadnock Conservancy regarding 46 acres of land abutting Goodrums.

Sawyer - Conservation Commission wants to review Culvert Study reports and any final reports regarding the fire station. Snowdon - Culvert study report may take up to a year, but will be a public document. Fire station built according to procedure decided prior to build. Met with abutted prior to build and members of the Conservation Commission were in attendance. Prints were approved at that time. Prints are available for the Commission to review.

8. Correspondence: Resignation letter Bill Chase as deputy of Emergency Management

9. Next Meeting: August 20, 2024 6pm  
Ben Hoy and Recycling Committee - Recycling Center Study  
Solar Dave - Fire Station Solar  
Personnel Policy Review

10. 2:28pm Motion by Mark Terry, seconded by John Snowdon to adjourn meeting. Motion Passed  
3-0. Meeting adjourned.

Respectfully submitted,  
Jodi Scanlan  
Town Administrator

NEXT MEETING TUESDAY AUGUST 20, 2024 6:00PM  
MINUTES ARE INITIALLY POSTED AS UNAPPROVED  
SELECTMEN SIGNATURES DENOTE APPROVAL

## BOARD OF SELECTMEN

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John Snowdon, Chairman

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William McGahie

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Mark Terry