

Minutes of the Westmoreland Selectmen's Meeting

Thursday, April 11, 2022

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

1. The meeting was called to order at 1:00 pm by Russ Austin
2. Approval of Minutes: March 17, 2022. Motion was made by Frank Reeder and seconded by John Snowdon to accept the minutes as printed. Motion passed 3-0.
3. City of Keene Ambulance Service. Town budgeted \$71, 234 based on Keene's quote. Letter received March 18th indicated miscalculation and town amount is now \$78,732.67 an increase of \$7498.67. After conferring with the Town Attorney it is likely Town will have to pay the additional amount. Frank Reeder - It will be a tough budget year with this increase and higher than budgeted fuel costs.
4. Guest: Steve Horton, Town Representative for the new fire station attended to discuss items needed to determine the start date for the new station.
 - A. Pivotal point for the projected start date of fall 2022 or spring 2023 is truck housing. Demo of old build happens prior to new construction and trucks will need to be kept in heated areas to prevent apparatus from freezing. Fire Chief, Harry Nelson, is looking for places trucks can be housed during construction. Horton- need to know if that can happen within next week to make an October start date happen.
 - B. Horton - if construction would wait until spring could bond money received in August be invested? JoAnn LaBarre - There are many IRS regulations and the Town would likely not choose to do so.
 - C. Steve recommended that town continue with Michael Petrovick since it would be most cost effective and Town already has a working relationship. Motion was made by Frank Reeder and seconded by Russ Austin to continue with Michael Petrovick as architect for the new fire station. Motion passed 3-0. Petrovick to submit a contract for approval.
 - D. Horton laid out options for either a General Contractor who basically is the on-site management of subcontractors, budgets and suppliers or a Construction Manager who does all the general contractor roles, but also is involved in the project from the very beginning design stage and works alongside the architect and the project owner to ensure that a project's goals and financial structures are realistic and workable. Horton recommended a Construction Manager. Motion was made by John Snowdon and seconded by Frank Reeder to write the RFP to build the new fire station using a Construction Manager. Motion passed 3-0.
 - E. Horton plans to meet with the Conservation Commission to address their concerns about run-off which will go into a catch basin and contamination from laundered gear which will go into the septic system to be pumped as needed. Plans have DES approval
 - F. Fire Chief Nelson formed a committee who will work directly with Horton on new construction details.
5. Old Business:
 - A. Tower Clock Restoration - Leslie Luebke - Where is the bid being posted? JoAnn Labarre - RFP for bid which requires experience and references posted on Town Website and listed in Keene Sentinel. Luebke shared points about what should be involved when hiring someone to restore the clock made by her friend, an horologist. Luebke added that the town is making a grave mistake moving forward to restore the tower clock with too little money. Frank Reeder - We are working with a person in town who is also a horologist and has been maintaining the clock for years. He will assist in choosing the best possible person to restore the clock. If your friend would like to bid on repairing the clock please have him do so. RFP can be obtained from the Selectmen's office. Bids will be opened May 5, 2022 at 1pm.

- B. MTAG Grant - John Snowdon and Lauren Bressett participated in a zoom meeting with Lisa Murphy from Southwest Regional Planning Commission, George Reagan from NH Housing Finance Authority, Tiffany McNamara from Plan NH and Molly Donovan from UNH Cooperative Extension. Snowdon -meeting confirmed no housing ordinance has to come of grant although application wording is confusing. Their committee would like to see a housing ordinance created but will not require it to happen. They believe the community engagement process is most important and will allow the community to come to its own decision. Housing simply needs to be part of the conversation. George Reagan when asked said that only one town that has applied for a grant has resulted in housing and that was what they were looking to do. Snowdon - with the Master Plan due to be redone in 2 years it would benefit the town to learn from UNH how to converse better with the town and have ordinances professionally reviewed. Snowdon - the Selectboard is fiscally responsible for the town and with the understanding that no housing has to come from the grant Selectmen should move to proceed with grant funding. Frank Reeder - Although Selectboard can apply for grant funding, he would like to read the application again as well as send to chairs of 3 land use boards so they can provide input. Once that has been done and Lisa Murphy has reviewed, Selectboard can vote to move forward.
- C. Recycling & Zoning Fees - Hearing April 21, 2022 details posted on website
- D. Mill Brook Dam - Tom Finnegan notified Chesterfield Emergency Management Director of issue with dam. Haven't heard anything yet.
- E. Motion was made by Frank Reeder and seconded by Russ Austin to accept the application for Discretionary Preservation Easement from John and Emelia Prior. Motion passed 3-0. Hearing April 21, 2022 details on website.
- F. Town Hall Fire Alarm System Bid opening May 5, 2022
- G. There were several people interested in becoming members of various boards and committees who are being contacted to participate in areas of their interest.
Reappointed Town Positions as follows:
Planning Board - Larry Siegel & Bruce Smith
Zoning Board - Nancy Ranson & Mark Terry
Conservation Commission - April Ferguson & Dick Schmidt
Recreation Committee - Lisa Huckins
- H. Town Clerk position - Interviews of applicants to be set up this week

6. Accounts Payable: Motion was made by Russ Austin, seconded by Frank Reeder to Approve Manifests: \$229,448.94 Motion passed 3-0.

7. New Business:

- A. Emergency Operations Plan - Bill Chase, Deputy Emergency Director - Plan last updated 2015 supposed to be done every 5 years. \$4000 grant available for consultant to update the plan with \$4000 in kind match from town total cost of \$8000 anticipated for Plan renewal. Frank Reeder -without a current plan, the town is not eligible for FEMA money in the event of a disaster. The town has been put at risk with tardiness. Motion was made by Frank Reeder and seconded by Russ Austin per RSA 31:95-b, to accept and expend the terms of the Emergency Management Performance Grant (EMPG) as presented in the amount of \$4000 for the update of the Westmoreland Emergency Operations Plan. Furthermore, the Selectmen acknowledge that the total cost of the project will be \$8000, in which the Town will be responsible for a 50% in-kind match (\$4000). Motion passed 3-0.

- B. Dave Poklemba, Road Agent - Wing wall broke on Hatt Road Bridge over the weekend. The bridge as of 2021 is a red listed bridge. Will cost the town approximately \$1,000,000 to replace the bridge, which there is no money for. Patnode Excavating will fix the wing wall and remove piece in the brook for the cost of labor and machinery \$8,760 providing Town purchases material. This work likely will not take the bridge off the red list but will prevent further erosion. Frank Reeder - bridge needs to be posted for weight limitations. Russ Austin - Dave will need to get material costs then the board can vote to use money from Bridge Repair Capital Reserve.

A motion was made by Frank Reeder, second by John Snowdon to enter into non-public session per RSA 91-A:3,II(b) at 2:43pm. Motion passed 3-0.

A motion was made by Frank Reeder, second by Russ Austin, to seal the non-public session minutes and return to public session at 2:48pm. Motion passed 3-0

- C. Selectmen signed Groundwater Management Permit Renewal

- D. Consolidated Communications (CCI) coming to May 19, 2022 meeting

Signature Approval was given for the following:

Payroll: 03/19/2022, 03/31/2022, 04/02/2022
Payroll Taxes: 03/24/2022, 03/28/2022, 04/07/2022
HealthTrust: 03/24/2022
Post Office Certified/Liens: 03/24/2022, 04/07/2022
General Journal Entry #795, 796
Amazon: 03/24/2022

Bill Patnode Excavating 04/01/2022
Invoice Cloud 04/06/2022
Solar Exemption (16)
Timber Tax Warrants (3)
Health Trust Agreement
Excavation Intents (2)

8. There was no correspondence

9. The meeting was adjourned at 3:55pm

Respectfully submitted,

Jodi Scanlan

Town Administrative Assistant

NEXT MEETING – MONDAY APRIL 21,,2022 6:00pm
MINUTES ARE INITIALLY POSTED AS UNAPPROVED
SELECTMEN SIGNATURES DENOTE APPROVAL

BOARD OF SELECTMEN

Russ Austin, Chairman

Frank Reeder

John Snowdon