

Minutes of the Westmoreland Selectmen's Meeting  
Thursday, February 18, 2021

**BOARD MEMBERS PRESENT:** Frank Reeder, Russ Austin, Clayton Stalker

1. The meeting was called to order at 10:00AM by Chairman Frank Reeder.
2. Approval of Minutes: February 4, 2021 & January 11, 2021, Motion was made by Russ Austin, second by Clayton Stalker to accept the minutes as printed. Motion passed 3-0.
3. Guests: None
4. Accounts Payable: A motion was made by Frank Reeder, second by Russ Austin to approve a manifest of \$34,528.39 for the highway department and \$12,388.08 for all other bills for a total of \$34,528.39. Motion passed 3-0.
5. Old Business:
  - A. Town Meeting & Election: The Warrant Articles have been approved by the DRA and by the town attorney. Selectmen decided on which Articles each of them will discuss at the 1<sup>st</sup> virtual hearing on February 26<sup>th</sup>. Town Reports will be ready in the coming week.
  - B. Selectmen signed a certified letter to the new owner of the 25 Adams Road property to notify him of the complete discontinuance of a portion of the road that he abuts.
6. New Business:

Signature Approval was given for the following:

  - General Journal Entries: #748
  - Payroll: 1/31/2021 & 2/6/2021
  - Payroll Taxes: 02/11/2021
  - Invoice Cloud (online sign-ups): 2/5/2021
  - A. Town Hall custodian vacancy: The Selectmen will offer the job to applicant Bruce Uhas. There are still vacancies for Zoning Administrator and Planning Board Clerk.
  - B. A motion was made by Frank Reeder, second by Clayton Stalker to approve a policy concerning uncollectible checks issued to the Town of Westmoreland. Motion passed 3-0. The policy covers the procedure for handling a bad check and the fees associated with it.
  - C. A letter was received by Southwest Region Planning Commission that the town's Emergency Operations Plan needs to be updated. Emergency Management Director, Tom Finnegan, will be working on the renewal.
  - D. Following the completion of the town warrant & elections, the Selectmen will meet with John Snowdon in his role as Westmoreland's commissioner on the Southwest Region Planning Commission.
7. Correspondence: *All correspondence is available for review in the Selectmen's office.* None
8. The meeting was adjourned at 10:50AM.

Respectfully submitted,

Jo Ann LaBarre  
Town Administrator

BOARD OF SELECTMEN

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Frank Reeder, Chairman

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Clayton R. Stalker

\_\_\_\_\_  
Russ Austin

NEXT MEETING –Thursday, March 4, 2021, 10:00AM

MINUTES ARE INITIALLY POSTED AS UNAPPROVED -  
SIGNATURES BY SELECTMEN DENOTE APPROVAL OF  
MINUTES