

Minutes of the Westmoreland Selectmen's Meeting

Thursday, July 21, 2022

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

1. The meeting was called to order at 6:00 pm by Russ Austin
2. Approval of Minutes: July 7, 2022. Motion was made by Russ Austin, seconded by John Snowdon to accept the minutes as printed. Motion passed 3-0
3. Accounts Payable: Motion was made by Russ Austin, seconded by Frank Reeder to Approve Manifests: \$8,277.05 Motion passed 3-0.
4. Guests:
Harry Nelson and Graham Gitchell
 1. GOFERR Locality Equipment Matching Program
 - Preliminary approval of \$31,399 grant
 - Fire Department Association providing \$1,600 grant match
 - Funds to purchase Gear Extractor and Drying Cabinet for washing and drying turn-out gear at new Fire Station
 - Direct Payment will be made to Town following final approval
 2. Existing well on property once used by the brick house across the road owned by Shannon Driscoll is no longer used, and no longer a concern as far as new fire station and site work.
 3. Rescue Truck
 - 1992 Chassis in rough condition. Motor pulled several times, unable to fix the oil leak. Blows blue smoke when started, and is slow to accelerate.
 - Selectmen agree to have Harry get estimates for new chassis with correct wheel base to fit the current body of the Rescue truck which is in good shape.
 - Fire Department Equipment Capital Reserve balance \$137,885
 - Snowdon contacted Senator Shaheen's office to find grants Westmoreland could qualify for

Steve Hardy - Green Mountain Forestry

Intent to log 120 acres on Hunt Road owned by Jonathan and Matthew Hall. Hardy requested permission to upgrade the road with 30" culvert and gravel to make it accessible for logging. Road Agent Dave Poklemba has seen the road and agrees with the upgrade for forestry purposes. Motion was made by Russ Austin, seconded by Frank Reeder to grant request for permission to upgrade class VI portion of Hunt road 350' from the end of town maintained class V road for forestry purposes Motion passed 3-0. Signed request on file

5. Old Business:
 - A. Fire Station bond has been received
 - B. FEMA has accepted the 2022 Hazard Mitigation plan

- C. DRA approved Town's use of \$56,800 unassigned fund balance to cover cost after Town's policy.
- D. Primex insurance claim for cyber security (email hacking) referred Town to McDonald Hopkins Law Firm to further investigate, analyze, and notify anyone potentially compromised. First task to work with CCI to recover emails. Reeder - Only email affected likely doesn't need further investigation. Before proceeding, we need written confirmation that costly investigation will not increase Town's policy.
- E. Winter Plowing - Bill Patnode is interested in continuing to plow for the Town. Need to make any necessary changes to update the contract and have signed.
- F. John Snowdon and Chris Ballou want to proceed with the Economic Development Committee. Reeder - Need a charter to show what the committee wants to accomplish
- G. Planning Board - Snowdon - Dave Poklemba met with the Planning Board to work on better defining the road standards. Planning Board to finalize changes. The Planning Board compared hearing fees with other towns and Westmoreland fees are in the middle. Voted to keep the same. Alison Fissette suggested Zoning Fees be the same as they both cover the same tasks.
- H. Russ Austin requested a second quarter financial update be forwarded to the Selectmen and Budget Committee.
- I. CCI to attend next meeting with update for resolving customer billing inconsistency

6. New Business:

Signature Approval was given for the following:

Payroll: 07/12/2022	Eversource \$215.23
Payroll Taxes: 07/14/2022	TD Bank Fee \$10.97
General Journal Entries:	Timber Tax Warrant
808 move \$700 from Town Clerk Salary	Intent to Cut Timber (3)
to Website Maintenance line	Tax Waiver & Payment Agreement
809 Fire Station Bond Entered	Planning Board Alternate and Member
Amazon \$115.94	Primex P3

- A. Humane Society - Reeder - Town Clerk office contacted. Unvaccinated, unregistered dogs have been repeatedly brought in. The Humane Society has issued a written warning to vaccinate. Humane Society Agent concerned 2 dog owners in town are unlicensed pet vendors and are operating outside state requirements stated in RSA 437.1 which is a criminal offense. Reeder - Town Ordinance needs to be updated to be consistent with the State. Currently, however, Kennels for the breeding of animals are only permitted in Commercial Industrial areas. Selectmen agreed that residents known or suspected of operating as unlicensed pet vendors be notified as follows:
 - 1. A resident suspected of operating as an unlicensed pet vendor will be mailed a certified letter with RSA outlining State law. If the resident wants to proceed as a vendor all laws must be followed and permits obtained otherwise they must cease or law enforcement will be notified.

2. A resident known to be operating as an unlicensed pet vendor will be mailed a certified letter informing them that they are in violation of State law. Notification will also be sent to law enforcement, state enforcement agency, and landlord if applicable.

B. Recycling Committee

1. Selectmen agreed to allow the committee to add “Demolition items not specifically listed will be charged at the discretion of the attendant” to existing demolition signage.
2. Recycling Committee seeking a new member to replace Vicki Reeder who resigned when she became Town Clerk.
3. Reeder - requested updates from the committee regarding the best way to proceed with the recycling center. Committee waiting for more information then will update.
4. Selectmen ask that the committee submit inquiries and updates to the Town administrator only through committee chairperson in writing.

C. Zoning Administrator - A couple of issues have come up where misinformation may have been unintentionally given due to lack of experience. Alison Fissette suggests that the Zoning Administrator attend Planning Board meetings to learn more about procedures to avoid miscommunication. Selectmen agreed that the position hasn't involve much training and attending meetings would be beneficial as well as documentation of what is being discussed with applicants.

D. John Snowdon - Suggested 1st year Selectmen not be representative for the Planning Board. 1st year learn Selectmen responsibilities then 2nd year learn Planning Board. The Budget Committee 3rd year to remain the same. Austin and Reeder agreed.

8. Correspondence - None

9. The meeting was adjourned at 7:56 pm

Respectfully submitted,

Jodi Scanlan

Town Administrative Assistant

NEXT MEETING – THURSDAY AUGUST 11, 2022 1:00pm
MINUTES ARE INITIALLY POSTED AS UNAPPROVED
SELECTMEN SIGNATURES DENOTE APPROVAL

BOARD OF SELECTMEN

Russ Austin, Chairman

Frank Reeder

John Snowdon