

# Minutes of the Westmoreland Selectmen's Meeting

Tuesday December 19, 2023

**BOARD MEMBERS PRESENT:** Frank Reeder, John Snowdon and Bill McGahie

1. The meeting was called to order at 6pm by Frank Reeder.
2. Open Public Hearing to accept and expend unanticipated money per RSA 31:95-b from LCHIP Grant \$128,800 and State of NH HB2 Bridge Grant \$29,675.78
3. Approval of Minutes: December 5, 2023. Motion was made by John Snowdon, seconded by Bill McGahie to accept the minutes as printed. Motion passed 3-0.
4. Accounts Payable: Motion was made by John Snowdon, seconded by Bill McGahie to approve Manifests for: General Fund \$33,315.71 and Fire Station \$361,861.83 Motion passed 3-0.
5. Old Business
  - A. LCHIP - The Town has been awarded a \$128,800 grant towards Town Hall restoration and updating to include window restoration, sprinkler system, wall and ceiling repair and painting, and upstairs woodwork refinishing. Work to be done beginning next year.
  - B. Zoning Administrator Job Description - The Zoning Administrator responsibilities will broaden to additionally serve as the primary educational resource/liaison and first step of code enforcement for the community. Board approved a stipend of \$1500 for the position to be added to next year's budget
  - C. Zoning Violation Aldrich Road - Both letters returned as address mailed to is no longer in use. First letter sent out again to the physical address to alert the owner of property violation.
  - D. After some research and recommendations for cloud backup for the administrator's computer currently backed up only on hard drive a motion was made by Frank Reeder and seconded by John Snowdon to add an additional \$72 to the software budget line for a year of online storage using Microsoft OneDrive. Motion passed 3-0.
6. New Business

Signature Approval was given for the following:

Payroll 12/12/2023	Eversource \$966.32	Invoice Cloud \$31.40
Payroll Taxes 12/14/2023	IEability \$9.90	General Journal Entries
Intent to Cut (2)	Vacuum Store \$11.43	846 - Restitution
USPS \$25.05	Home Depot \$790.30	847 - Adjusting Entry
Amazon \$138.97		
7. Warrant Articles Finalized.
8. Bids for 1998 CAT Generator opened. One bid for \$1559. Motion was made by John Snowdon, second by Bill McGahie to accept the bid of \$1559. Motion passed 3-0.

9. 6:35pm Hearing closed.
10. Motion was made by John Snowdon, seconded by Bill McGahie to accept and expend unanticipated money per RSA 31:95-b from LCHIP Grant \$128,800. Motion passed 3-0
11. Motion was made by Frank Reeder, seconded by John Snowdon to accept and expend unanticipated money per RSA 31:95-b from State of New Hampshire House Bill 2 (HB-2) Bridge Grant \$29,675.78. Motion passed 3-0
12. Motion was made by Frank Reeder, seconded by John Snowdon to escrow funds into 2024 as follows: Fire Station Interest \$53,551.18, Highway Bridge Grant HB2 \$29,675.78, Highway Grant HB2 23,335.90, Tax Maps \$1,000, Audit \$4350. Motion passed 3-0
13. Correspondence:  
Community Volunteer Transportation Company (CVTC) - Thank you  
Monadnock Region Child Advocacy Center – Thank you
14. Reeder - Flow chart showing standard of procedures for Zoning and Planning Boards nearing completion. Lauren Bressett emailed a revised version of the Planning Board portion and once complete the flowchart will be a useful tool for the Zoning Administrator and both Planning and Zoning Clerks.
15. The meeting was adjourned at 6:43pm.

Respectfully submitted,  
Jodi Scanlan  
Town Administrator

NEXT MEETING TUESDAY JANUARY 2, 2024 1:00PM  
MINUTES ARE INITIALLY POSTED AS UNAPPROVED  
SELECTMEN SIGNATURES DENOTE APPROVAL

BOARD OF SELECTMEN

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Frank Reeder, Chairman

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John Snowdon

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William McGahie