

Minutes of the Westmoreland Selectmen's Meeting

Tuesday May 21, 2024

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

1. The meeting was called to order at 6:01 pm by John Snowdon.
2. Approval of Minutes: May 7, 2024. Motion was made by Mark Terry, seconded by Bill McGahie to accept the minutes as printed. Motion passed 3-0.
3. Guest: Land Use Boards
 - A. Snowdon asked each board to talk about what they have been working on
 - Zoning - Primarily ADU's
 - Planning
 - Looking at how to better communicate with ZBA and applicants. Detailing minutes with as much information from the meeting as possible including outlining other steps the applicant may need to do then forwarding minutes and decisions to Zoning as well as posting decisions with the meeting minutes.
 - Home business - process seems to create most confusion and conflict. Applicants are not always sure what they want to do, potentially Hannah Grimes in Keene could be an asset for people starting a business. Mark Terry suggested people need to have at least a rough business plan before seeking a special exception for a home business. Bill McGahie suggested and agreed to create a packet for how to start a business in Westmoreland which will include a cover letter of applicants responsibilities, contact info, and information about Hannah Grimes. A better application process will make it possible for clerks to better assist applicants and make hearings more efficient.
 - Looking at ordinances regarding solar to see if the Town should allow larger systems for farms.
 - Question about washing fire trucks outside and where water goes - Snowdon - trucks are only washed outside when not contaminated and are washed with the same detergent used for personal cars. Trucks coming from a fire with contaminants are washed inside the bay where water goes into holding tanks.
 - Conservation
 - Relicensing of dams nearly complete - new release schedule to reduce erosion
 - Monadnock Conservancy working to get development rights of Chickering land near Goodrums. Jim put the land in a trust for this purpose.
 - B. Clear letters of decision - Bell - State requires finding of facts be in decisions. Snowdon suggested both board and applicant sign the decisions. Bressett - would need to be signed by the applicant in many cases after the fact since the state only allows 5 days for decisions to be made available.
 - C. Complaint via Social Media - Snowdon - Both Town attorney and NHMA attorney advise the Town use a written complaint form, however NHMA attorney said Selectmen can choose to act on a social media post where property owner is advertising their violations. Bell - Commented that regarding social media, there are 4-5 Facebook pages in town and not all people understand that they are run and monitored by individuals. When something is posted by the town may need to include not monitored by the town for questions - contact

information so people know that if they ask a question or comment it will not be answered on Facebook.

- D. Trainings - Zoning Board training webinar through NHMA June 12th from 11:30-1 SWRP annual meeting June 11 at 5pm Heberton Hall Keene. Will be discussing Planning Board issues.
Snowdon - NHMA has many trainings that are free that board members should take advantage of. They also post all their webinar training sessions.
- E. Class VI Road Permitting - Not an inherent right to grandfather property. Town can choose to allow what to grandfather. NHMA attorney suggest Town create a policy outlining what can be permitted. Suggests that if the footprint of a grandfathered home on a Class VI road is to be permitted for additional space the Town should require a release recorded with the registry. Planning board to review policy shared by the Town of Boscawen that they are working on.

4. Accounts Payable: Motion was made by Mark Terry, seconded by Bill McGahie to approve Manifests for: General Fund \$20,324.58 and Fire Station \$101.84 Motion passed 3-0.

5. Old Business

- A. Mapping Contract - After reviewing contract selectmen agreed that everything was as proposed and voted on by the Town Warrant Article 16. Contract was signed for digital mapping with Avitar.
- B. Recycling Center Contract - Contract was reviewed and signed for Recycling Consultant, Ben Hoy, to conduct study of the recycling center.
- C. Culvert Study Contract - After reviewing contract selectmen agreed that everything was as proposed and voted on by the Town Warrant Article 10. Contract was signed for Southwest Regional Planning to conduct culvert inventory assessment.
- D. Thompson Road - Health Officer, Scott Talbot to do another water test at Thompson Road site to check levels of potentially failed system contaminating neighboring properties. One of the property owners notified Talbot that he is signing his 1/2 of the ownership of the property over to his nephew who is the current tenant. Selectmen suggested Talbot contact the Town attorney to proceed with enforcement provisions in RSA147.

6. New Business - Signature Approval was given for the following:

Tax Warrant	USPS \$10.16	General Journal Entries
Payroll 5/14/2024	Home Depot \$35.19	#859 Restitution
Payroll Taxes 5/16/2024	Deluxe Checks \$127.20	#860 Tax Warrant
	Mac Tools \$234.97	#861 Timber Warrant

- A. Request from Alison Fissette to clear brush on the Class VI portion of Comerford Road to keep access to their property. Motion made by Bill McGahie, seconded by Mark Terry to allow Dan and Alison Fissette to clear brush on Class VI portion of Comerford road to access their property. Motion passed 3-0.
- B. Flags to be placed on veterans graves in all cemeteries before Memorial Day. Cemetery

Committee to do all small cemeteries and Selectmen to help with larger ones. Flags all to be placed by Friday, May 24th.

- C. Post Office Lease - Received new lease proposal for the post office to begin 2026. Lease to increase from \$7,500 to \$8,250 annually. Lease is for 5 years.
- D. Impending Deed Letters - Certified letters sent to property owners with impending deeds encouraging them to either pay minimally the balance of their 2021 taxes or make a payment plan to do so in order to avoid properties being deeded/taken by the Town in August.
- 7. Correspondence: Complaint form received for Bump Road property violations. Selectmen in accordance with the zoning enforcement policy will have the Zoning Administrator talk to the owner about what needs to be done for them to be in compliance.
- 8. Upcoming - June 18th 6pm Frank Richter to talk to Selectmen about solar grants
- 9. 8:52pm Motion by Mark Terry, seconded by John Snowdon to enter nonpublic session per RSA 91-A:5X1 to discuss Town's cybersecurity plan made by. Motion passed 3-0.
- 10. 9:04pm Motion by John Snowdon, seconded by Mark Terry to leave nonpublic session and return to public session. Motion passed 3-0
- 11. Meeting Adjourned 9:04pm

Respectfully submitted,
Jodi Scanlan
Town Administrator

NEXT MEETING TUESDAY JUNE 4 , 2024 1:00PM
MINUTES ARE INITIALLY POSTED AS UNAPPROVED
SELECTMEN SIGNATURES DENOTE APPROVAL

BOARD OF SELECTMEN

John Snowdon, Chairman

Mark Terry

William McGahie