

Minutes of the Westmoreland Selectmen's Meeting

Wednesday October 4, 2023

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

1. The meeting was called to order at 1pm by Frank Reeder
2. Approval of Minutes: September 19, 2023. Motion was made by John Snowdon, seconded by Bill McGahie to accept the minutes as printed. Motion passed 3-0
3. Guest: Dave Poklemba - Road Agent
 - A. Highway Garage has changed propane provider to Ciardelli fuel. Ciardelli Fuel can also provide a better price for diesel than the current supplier by approximately .30 per gallon. Highway department to change suppliers once contract in place.
 - B. Poklemba would like to purchase a diesel tank with 12 volt pump for the Ford 600 to service both highway and fire departments. When on a long call fire trucks need fuel delivered which most suppliers will not do. Tank could also service equipment when on the other side of town versus driving back and forth to fill. Selectmen agreed that if there is money remaining in the highway budget a tank could be considered.
 - C. Since all highway vehicles use diesel and gasoline only used for mowing equipment and some fire department equipment gas ends up sitting too long in the 350 gal tank. Would be more efficient to have each department have a prepaid credit card that can be used for gasoline as needed and miscellaneous items that are cheaper at Home Depot and Harbor Freight. Reeder - will need to research purchase policies to see if feasible, and potentially set up accounts for both Home Depot and Harbor Freight.
4. Accounts Payable: Motion was made by John Snowdon, seconded by Bill McGahie to approve Manifests for: General Fund \$250,119.40 Fire Station \$1,750.00 Motion passed 3-0.
5. Old Business
 - A. HVAC Town Hall - Electric finished. Ductwork for the 1st floor of Town Hall is expected to be finished this week. Heat pumps will then be connected and there will be heat on the 1st floor. Poklemba to prepare pad for propane tank behind Town Hall prior to delivery. Tank for the kitchen to be replaced as well so all propane is provided by Ciardelli Fuel.
 - B. Adams Farm Subdivision - Planning Board received a response within the 30 days of the noticing of the revocation of the subdivision. Selectboard appointed Bill McGahie to represent the Selectboard if the owner requests a formal hearing in front of the Planning Board as John Snowdon who sits on the Planning Board as the Selectboard representative is an abutter and will need to recuse himself.
 - C. Tax Payment Plan - Tax Collector requests clarification regarding the deadline for payments due on weekends. Reeder - review policy next meeting and make any necessary changes to detail payment deadline and tardiness.

- D. GIS Mapping - Henry Underwood at Southwest Regional Planning will review Town's request for GIS mapping assistance and pricing, but said that if already working with a software provider for assessing it may be more cost effective to have them provide mapping service. Avitar Associates, who provides our assessing program, has provided a price quote of \$8,148 (1 year agreement converting maps to a digital format) or \$3,452 per year (3 year agreement for converting our maps to a digital format and providing updates). Example of a town with Avitar mapping is Canterbury. CAI Technologies quoted \$11,800 for converting and updating plus \$3000 implementation and \$3000 annual hosting and map copies \$1900. Example of a town using CAI is Peterborough. Selectboard to discuss the best option at a future budget meeting.
- E. River Road Bridge accepted for NHDOT 10 year plan for 2032. We can now seek grants to help with the Town's portion. Bridge is posted at 10,000lb however trucks continue to pass over it. According to the State of NH if a truck that exceeds 10,000lbs goes over it and causes it to collapse, the trucking company is responsible for damages.
- F. Second Notice - Second notice to Larkin to be sent after the August 10th meeting was delayed due to Administrator's oversight. Letter to be sent certified mail immediately following today's meeting. Larkin will be given 30 days to reply to avoid penalties.

6. New Business

Signature Approval was given for the following:

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|---------------------------|----------------|-------------------------|
| Payroll 10/03/2023 | Cemetery Deed | HealthTrust \$6552.31 |
| Payroll Taxes 10/03/2023 | Highway Letter | Payroll Taxes \$2943.56 |
| September Bank Statements | Larkin Letter | NHES \$23.81 |
| | | Amazon \$95.78 |

- A. Casella - Service at Recycling center interrupted twice in September due to full compactor not being picked up on time. Letter to be drafted about service issues.
- B. Motion made by Frank Reeder and seconded by John Snowdon to accept donation per RSA 31:19 for the Veteran's Memorial Fund in the amount of \$1800. Motion passed 3-0
- C. Motion made by Frank Reeder and seconded by John Snowdon to accept Cemetery Trust Funds per RSA 31:19 in the amount of \$400. Motion passed 3-0
- D. Park Hill Common Damage - Casella caused damage on Park Hill Common while hauling away a neighboring property owner's dumpster. Frank Pascal, an insurance adjuster from Cannon Cochran Management, Inc reached out to handle the claim. Jason Simino is contracted to mow the common and he provided an estimate to repair damage done. Claim is now being processed.
- E. Budget - Worked on the 2024 budgets for Town Clerk, Tax Collector, Supervisors of the Checklist, and Cemeteries.

7. Correspondence:

- A. Adam Kossayda, PC - Bassler appealing Selectboard decision to revoke building and zoning permit to Zoning Board. Zoning hearing scheduled October 18, 2023. Frank Reeder, Selectboard Chair, will be present to represent the board and answer any questions.
- B. Connecticut River Conservancy - Great River Hydro contract. Reeder - Conservation Commission chair member of Conservancy. If the Commission has anything they feel the Town should address it should go through Selectboard.

8. The meeting was adjourned at 2:03pm

Respectfully submitted,
Jodi Scanlan
Town Administrator

NEXT MEETING WEDNESDAY OCTOBER 17, 2023 6:00PM
MINUTES ARE INITIALLY POSTED AS UNAPPROVED
SELECTMEN SIGNATURES DENOTE APPROVAL

BOARD OF SELECTMEN

Frank Reeder, Chairman

John Snowdon

William McGahie