

Minutes of the Westmoreland Selectmen's Meeting

Thursday, October 13, 2022

BOARD MEMBERS PRESENT: Russ Austin and John Snowdon. Frank Reeder excused

1. The meeting was called to order at 1:00 pm by Russ Austin
2. Approval of Minutes: September 22, 2022. Motion was made by John Snowdon, seconded by Russ Austin to accept the minutes as printed. Motion passed 2-0
3. Accounts Payable: Motion was made by John Snowdon, seconded by Russ Austin to Approve Manifests for: General Fund \$93,134.28 and Fire Station Fund \$18,075.63 Motion passed 2-0.
4. Guests

Bob Bartlett - Town common improvements to the sidewalk and memorial are in progress, and it may also be time to replace asphalt curbing on Route 63 side wrapping partway down South Village to match granite curbing around the rest of the common. Began research with State DOT who approve but will not pay for new curbing on Route 63. After reaching out to numerous contractors, Bartlett found working with granite is specialized and not many do it. Pat Rawson Construction estimates it will cost \$36,000 to replace. Snowdon - Will plowing be an issue for the state? Likely to damage? Bartlett - State does plowing in many places with granite and will accommodate. Harry Nelson - Could we use volunteers and see about donations for granite? Bartlett - State has specifications and liability that have to be followed since Route 63 is a state road. Austin - we appreciate all your research and will discuss curbing further during budgeting. When it is decided then to move forward with curbing an article will be put before the town to vote on.
5. Old Business:
 - A. One bid received for replacing the heating system at the Town Hall with an HVAC system. Motion was made by John Snowdon, seconded by Russ Austin to approve the bid for \$133,408.76 and hire Zajac HVAC LLC to replace Town Hall heating system using ARPA grant money. Motion passed 2-0
 - B. River Road Bridge Funding - On September 29th Selectmen and Road Agent met at the bridge with the BETA Group Team including 2 engineers approved by the state as well as J.B. Mack from the Transportation Advisory Committee to access the bridge for our submission for 2025-2034 Ten Year Project. The bridge is a 1 of a kind bridge and it will have to be decided whether to repair or replace the bridge. Cheshire County Administrator, Chris Coates, wrote a letter of support to make the bridge a priority when SWRP finalizes and submits recommendations to NHDOT in November. Results of chosen projects won't be known until March 2023.
 - C. Recycling Center port-a-potty purchased by the Lions Club years ago is cracking and needs to be replaced. Quotes to lease: PJD Septic \$160 every 4 weeks totaling \$2080 per

year. Allard \$165 per month totaling \$1980 per year. Both companies will clean and winterize. Motion was made by John Snowdon, seconded by Russ Austin to lease a port a potty from Allard as soon as possible for the recycling center using money remaining in repair and maintenance budget for remainder of this year.. Motion passed 2-0

- D. Post Office Floor - Monadnock Flooring recommends vinyl planks to go over existing flooring. Provided estimate of \$2392. Project will be discussed for the 2023 budget as well as setting aside some of the PO rent for repairs and maintenance in the future.
- E. Clock cabinet - No bids. Bill Fletcher will continue looking for someone to build the cabinet. Cabinet not needed until February.
- F. Austin - Dog issues in town have not been resolved. Letter sent to owner, and next step will be fines. Follow up for dog issues for next meeting
- G. Rescue Chassis - Nelson - Twin State estimates approximately \$4000 in repairs needed. Passed inspection, but will need to be replaced as soon as possible. Meeting with Claremont Ford to get price and order time for what is needed to present for next year's budget.

Signature Approval was given for the following:

Payroll: 10/4/2022	Election Warrant - At School
Payroll Taxes:10/6/2022	Town Mowing Agreement
Amazon \$102.55	Timber Tax Warrant
Home Depot \$99.50	Zoning Board Appointment
UHaul \$226.22	

6. New Business:

- A. County offering free grant writing course to help identify and apply for eligible grants. Town Administrator, Jodi Scanlan to attend classes November 15th, 22nd, and 29th .
- B. Small vendor sales on the Town Common. A resident asked about selling honey on the common. After some discussion selectmen see no issue but will discuss with the resident if he decides to do so.
- C. Access to current abutter addresses - Alison Fissett - Applicants have to provide a list of abutters with addresses within five days of application. Currently no clear way to provide them with an up to date list. Tax cards used to be printed each time the owner changed for files, but this is not required and no longer being done. Tax kiosks can be used but have to understand how to find mailing addresses versus property addresses. Kiosk updated once a month so may not be entirely accurate. A list can be generated of all town properties but this is excessive and cumbersome. Most towns have property cards and maps online. Snowdon - What would it take to do so? Scanlan - fees associated with software which would need to be budgeted. Mark Terry - most towns have an

assistant, and since Westmoreland does not it may be worth the cost of software to both provide service and remove a task to lessen need for assistant. Snowdon - need to research costs for budget..

7. A motion was made by John Snowdon, second by Russ Austin to enter into non-public session per RSA 91-A:3,II(b) at 2:25pm. Motion passed 2-0.
8. A motion was made by John Snowdon, second by Russ Austin, to seal the non-public session minutes and return to public session at 2:29pm. Motion passed 2-0
9. The meeting was adjourned at 2:30PM.

Respectfully submitted,
Jodi Scanlan
Town Administrator

NEXT MEETING – THURSDAY OCTOBER 20, 2022 6:00pm
MINUTES ARE INITIALLY POSTED AS UNAPPROVED
SELECTMEN SIGNATURES DENOTE APPROVAL

BOARD OF SELECTMEN

Russ Austin, Chairman

Frank Reeder

John Snowdon