

Minutes of the Westmoreland Selectmen's Meeting
Thursday, October 24, 2019

BOARD MEMBERS PRESENT: Russ Austin, Frank Reeder, Clayton Stalker

1. The meeting was called to order at 6:05PM by Chairman Russ Austin.
2. Approval of Minutes: October 10, 2019 Motion was made by Clayton Stalker, second by Russ Austin to accept the minutes as printed. Motion passed 3-0.

3. Guests:

1. Residents Ernie Perham and Jack Zeller were in attendance regarding a dispute over a boundary line issue. Mr. Perham stated that he was using a portion of Mr. Zeller's land for trucks (delivery, etc.) to turn around in due to the location of his driveway. He added that Mr. Zeller has put a ditch along the boundary line of his property so that trucks cannot turn around without causing damage to their trucks and that the ditch is also causing his landing to wash out.

Mr. Zeller stated that prior to Mr. Perham purchasing the property, the previous owners had encroached on his property by 30' with some pavement and a shed. The pavement and shed were removed and Mr. Zeller had the land surveyed and put up signs and stakes to designate the line for the new owner of the property. When Mr. Perham purchased the property, Mr. Zeller talked to him about the boundary line, but later a boat parked there, a shed put up and a pile of dirt was added that Mr. Perham had the town dump there. As the stakes previously put up were gone, Mr. Zeller restaked the line in the spring of 2019. He added that he has tried to get together with Mr. Perham to discuss the possibility of planting trees along the line, but that Mr. Perham never got back to him. That is when Mr. Zeller had the ditch done. He wants no encroachment on his property without his permission.

Mr. Perham stated that he has had the dirt moved and disagrees that Mr. Zeller has tried to talk to him. He does not want any trouble, but would like a berm or retaining wall instead of the ditch due to the danger of trucks backing up.

Mr. Zeller stated that he will be planning trees in the spring of 2020.

The Selectmen agreed that Mr. Zeller is not doing anything against the town ordinances and that the issue is a private one which would need to be handled civilly by the property owners.

2. Randall Walter, Bensonwood:

Mr. Walter is not present yet. Selectmen discussed the revised architect contract submitted by Bensonwood for the proposed fire station. Mr. Walter had stated at the last meeting that he needed a list of rooms (space) in the contract so that he had a place to start with the design. The Selectmen and Advisory Committee had met on October 17th to discuss a list presented by the Committee of their 'Must Haves', 'Needs', 'Should Haves' and 'Wants' (attached). From the meeting, several items were discussed as not being necessary, such as separate offices for the Chief, EMS personnel and Emergency Management, an extra bay, a separate Emergency Operations Center, a day room and bunk space. The revised contract submitted still had all of the above space included, which was the same list presented at the October 17th meeting.

4. Accounts Payable: A motion was made by Frank Reeder, second by Clayton Stalker to approve a manifest of \$10,873.19 for the highway department and \$3,071.77 for all other bills for a total of \$13,944.96. Motion passed 3-0.
5. A motion was made by Russ Austin, second by Frank Reeder to enter into non-public session per RSA 91-A:3,II(c) at 6:50pm. Motion passed.
6. A motion was made by Russ Austin, second by Frank Reeder to seal the non-public session minutes and return to public session at 7:00pm. Motion passed.
7. Randall Walter joined the meeting at this time. After hearing the Selectmen's concerns listed above, Mr. Walter stated that while the size of the building is important to know, he does not need a list of definite room requirements in the contract that needs to be signed for him to begin the work of designing the station.
The Selectmen stated that they want the new station to be functionally and fiscally built. Mr. Walter agreed, that as he is also a resident of the town, Bensonwood would be as inclusive and clean as possible in the designing of the station.
Mr. Walter said that he needed one person as the point of contact for procedural issues. The Selectmen agreed that the Town Administrator would be that person and information would be relayed to them &/or the Advisory Committee as needed.
A revised contract will be done and sent for the Selectmen to sign on Monday, October 28th.
8. Old Business:
 - A. A description of duties for an Owner's Representative for the proposed Fire Station is completed. Interviews will be held on prospective candidates.
 - B. The fabric building at the highway garage has been completed. The road agent has decided to not have an overhead door installed at this time.
 - C. An abatement was signed for the 2019 property tax of R12-36 taken by tax collector deed.
9. New Business:

Signature Approval was given for the following:

 - Veteran's Flag Depot: Cemetery Flags 10/15/2019
 - Payroll: 10/22/2019
 - GJ Entry: #687 - #690
 - EFTPS: Payroll taxes 10/24/2019
 - NH Retirement System: 10/28/2019
 - Healthtrust: Insurance 10/28/2019
 - A. Recycling Center cans: Selectmen discussed the issue of how the disposal of aluminum cans should take place. Recycling Center Supervisor Ron Fish has made arrangements with Buffums' to pick up the cans, but there are times when the cans are not picked up in a timely manner and Ron would like the highway crew to haul them. Selectmen decided that the Recycling Center and Highway Department should be kept separate in the issue of using highway manpower, time and trucks to haul cans. Ron will make arrangements to dispose of cans.
 - B. Selectmen signed a letter to the Southwest Region Planning Commission to nominate Bruce Smith a member of their Economic Development Advisory Committee.
 - C. Upon the recommendation of the Conservation Commission, the Selectmen appointed Jean Rudolph as an Alternate Member to the Commission.

D. LCHIP workshop: Town Administrator Jo Ann LaBarre and Town Clerk Jodi Scanlan attended a workshop to learn about the LCHIP grant procedure for the preservation of the town hall, with the windows being a priority.

10. Correspondence: *All correspondence is available for review in the Selectmen's office.* None

11. The meeting was adjourned at 7:50pm.

Respectfully submitted,

Jo Ann LaBarre
Town Administrator

BOARD OF SELECTMEN

Russ Austin, Chairman

Frank Reeder

Clayton R. Stalker

NEXT MEETING –Thursday, November 7, 2019, 6:00PM
MINUTES ARE INITIALLY POSTED AS UNAPPROVED -
SIGNATURES BY SELECTMEN DENOTE APPROVAL OF
MINUTES

Future Westmoreland Fire Station Attributes

MUST HAVE:

- four full sized apparatus bays at 16' x 48' (14' x 14' door)
- two mid-sized bays 16' x 32' (14' x 14' door)
- meeting/training facility to accommodate 40+ people
- decontamination area (fire & EMS)
- bathrooms with shower facilities
- office space for dept. administration
- office & storage space for EMS
- Emergency Operations Center with OEM storage
- storage areas for fire department
 - reserve fire equipment & spare gear
 - hose storage with drying area
 - vehicle & building maintenance supplies
 - workbench/maintenance area

NEED:

- space for turnout gear washer & dryer
- kitchen area
- space for breathing air compressor & SCBA fill station

SHOULD HAVE:

- extra bay for future use
[boat (11 mi CT river), UTV (thousands of acres of backlands), ladder truck (Maplewood)]
- turnout gear locker area
- space for bunking in a large scale emergency

WANT:

- day room area to increase time spent at the fire station and encourage a sense of belonging (recruitment & retention)