

# Minutes of the Westmoreland Selectmen's Meeting

Tuesday, December 16, 2025

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

1. The meeting was called to order at 1:03 pm by John Snowdon.
2. Approval of Minutes: November 24, 2025, December 3 & 9, 2025 Motion was made by Bill McGahie seconded by Mark Terry to accept the minutes as printed. Motion passed 3-0.
3. Accounts Payable: Motion was made by Mark Terry, seconded by Bill McGahie to approve Manifests for: General Fund \$33,193.59 Motion passed 3-0.
4. Old Business
  - A. Town Hall Security & Safety Renovation  
Employees have been threatened on several occasions, and the Selectmen agree the Town needs to follow other municipalities and government facilities by installing measures to protect employees. The Building Project Manager provided a quote from All Seasons Construction to harden the Town Administrator and Town Clerk offices, as well as the room in between. This would involve replacing office doors with a wall containing service windows and replacing the middle room door with a solid-core door. The balcony area above the clock would be boxed in for safety, with specialty trim work to match the existing structure. The estimated cost is \$35,000. The renovation will be put out for bid, and funds from the Town Hall Capital Reserve will be used for the project once a contract is approved.
  - B. Recycling Center Manager Job Description  
The Selectmen reviewed a draft job description provided by the Recycling Committee and made suggested revisions. The Committee will present a final draft at the January 6 meeting.
5. New Business  
Signature Approval was given for the following  
Appointment of Nancy Ranson as Member of Conservation Commission

Payroll 12/9	Cemetery Deed (1)	Amazon \$43.98
Payroll Taxes 12/9	Eversource \$460.38	Citco \$50.00
Timber Intent (1)	Intuit \$2149	

  - A. Starkey/Cobb Funds distributed totaling \$1293.76
  - B. A motion was made by John Snowdon, seconded by Bill McGahie to encumber: Master Plan Development Constraints Map \$2,040, Town Clerk Election Counting Machine \$1,988, Town Clerk Supplies \$600, Email.gov Licenses (Overwatch) \$9120, Fire Station Solar Rebate \$2,040 and Generator Grant \$7,051, Cemetery Misc. Repair \$256, Corner School \$250, IT Services \$1200 Motion passed 3-0
  - C. The Town Moderator has resigned effective immediately. The Selectmen expressed appreciation for the excellent job performed by Peter Hills and will work to find an interim replacement. The position will be filled by election at the March elections.
  - D. A motion was made by Mark Terry, seconded by Bill McGahie, to record only Selectboard meetings and any public hearings. Work sessions will not be recorded. Motion passed 3-0.

6. Upcoming:

- December 17, 6:30 p.m. – Budget Committee Work Session
- January 3, 9:00 a.m. – School Budget Workshop
- January 6, 6:00 p.m. – Planning Board, 2nd Ordinance Hearing

7. Correspondence

- Thank-you notes and cards for donations received
- Anonymous complaint letter – discussion deferred to next meeting
- NHDRA 2024 Cyclical Review

8. Nonpublic Meeting

At 1:33 p.m., a motion was made by John Snowdon, seconded by Mark Terry, to enter nonpublic session per RSA 91-A:3, II(c). Motion passed 3–0.

At 1:48 p.m., a motion was made by John Snowdon, seconded by Mark Terry, to exit the nonpublic session. Motion passed 3–0.

A motion was made by John Snowdon, seconded by Mark Terry, to seal the minutes. Roll call vote to seal minutes: John Snowdon – Yes; Mark Terry – Yes; Bill McGahie – Yes. Motion passed.

9. 1:49pm Motion was made by John Snowdon, seconded by Bill McGahie to adjourn the meeting. Motion passed 3-0

Respectfully submitted,  
Jodi Scanlan  
Town Administrator

NEXT MEETING TUESDAY JANUARY 6, 2026 6:00PM  
MINUTES ARE INITIALLY POSTED AS UNAPPROVED  
SELECTMEN SIGNATURES DENOTE APPROVAL

BOARD OF SELECTMEN

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John Snowdon, Chairman

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William McGahie

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Mark Terry