Westmoreland Planning Board Minutes
October 5, 2026

Members Present:Lauren Bressett (Chair), Bruce Smith (Vice Chair), John Snowdon (Selectman), Jim Church, Frank Mazzola and Kristen Riley Excused: Liana Capra, Larry Siegel and John Stronk.

The meeting was called to order at 6:00 p.m. by Chair Lauren Bressett.

Approval of Minutes

A motion was made by Bruce Smith, seconded by Jim Church, to approve the minutes of September 22, 2026. The motion passed, 6-0.

Budget Review and Approval

The Board reviewed the proposed 2027 budget and made adjustments. A motion was made by Bruce Smith, seconded by Jim Church, to set the total Planning and Master Plan budget at $4,524 for 2027, contingent upon the final Southwest Region Planning Commission (SWRPC) dues figures. The motion passed, 6-0.

Updates and Reviews

1. Global Partners/Jiffy Mart – Route 12 Sign

Global Partners, owner of Jiffy Mart, is proposing changes to the existing sign on Route 12. The proposed changes include adding LED eyebrow lighting to the top of the canopy fascia, adding two backlit Citgo signs to the canopy, maintaining the existing light levels, and changing the main identification sign to alternate between the regular price and Citgo Club price every 10 seconds.

The Westmoreland sign ordinance limits the combined area of all signs to 64 square feet, and the height regulations limit signs to 35 feet. Global Partners will need to provide the existing and proposed sign dimensions and submit a completed land use permit before the LUA can determine whether a Special Exception and/or Variance will be required.

2. Miltronics Manufacturing – 1017 Route 12

Miltronics Manufacturing is considering leasing space from Millbrook Storage at 1017 Route 12. The LUA is confirming whether the property was previously approved for manufacturing and working to obtain clarification regarding the materials and activities proposed. Site plan review may be required.

3. Development Constraints Maps

SWRPC reported that the development constraints maps are nearly complete. Avitar will provide road map data to SWRPC for incorporation into the maps. The Board would like to have updated large-format maps printed for the office once the maps are finalized.

Discussion on Rural Character Article

The Board discussed an article written by Larry Siegel regarding rural character. At the previous meeting, it was determined that the article should not be included as part of the Master Plan but could potentially be published in the *Westmorelander*.

The Board discussed whether the article should be presented as a Planning Board document. Members felt that the piece might be helpful in helping people understand varying opinions but the piece was too subjective to be a board piece, and it was decided that Mr. Siegel should discuss the article with the Westmorelander as a writer submitted piece.

Proposed Ordinance and Zoning Changes

The Board reviewed language regarding the storage of equipment, storage containers, and fabric-covered structures to prevent encroachment into required setbacks and road frontages.

The Board discussed the definition of “land development” and whether the storage of equipment, such as machinery or tractors, should be included in the definition. The Board agreed to research broader definitions before the next meeting.

The Board agreed to work toward modernizing terminology such as “boarding house” and “tourist homes” and perhaps include the term “short-term rentals.”

Other Business

The application for the Snowdon’s to voluntarily merge two abutting properties has been received and will be recorded with the Registry of Deeds.

At 7:27 p.m., a motion was made by Bruce Smith, seconded by Kristen Riley, to adjourn the meeting. The motion passed unanimously.