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Present: Thomas P. O’Toole, Nicholas A. Hay
Absent: John F. Fairbanks

CALL TO ORDER

Mr. O’Toole called the meeting to order at 7:00 p.m. at the Town Hall.

APPROVAL OF WARRANT/MINUTES

Mr. Hay moved that the Board approve the regular session minutes of March 25, 2008 and the executive session minutes of June 4, 2008, as printed. Mr. O’Toole seconded the motion. The motion passed unanimously.

The following warrant was reviewed and approved:

July 17, 2008	Accounts Payable	\$1,936,494.04
July 21, 2008	Payroll	\$ 160,739.66
	Deduction	\$ 109,848.49

APPRAISAL CONTRACT

Mr. Hay moved that the Board approve the signing of a contract with K. Levitch Associates in the amount of \$3,200 for appraisal work regarding Article #30 Annual Town Meeting Forest Legacy Due Diligence. Mr. O’Toole seconded the motion. The motion passed unanimously.

APPOINTMENTS

Emergency Management

Mr. Hay moved that the Board appoint Jeff Curtis and Lois Luniewicz to Emergency Management. Mr. O’Toole seconded the motion. The motion passed unanimously.

PAYROLL CHANGE REQUEST

Mr. Hay moved that the Board approve payroll requests for the following:

1. A promotion from Maintenance Worker to Maintenance Supervisor.
2. The hiring of two additional Parks & Rec Summer Counselors.
3. A part-time replacement for the Police Department Dispatch.
4. A replacement for the Highway Department Truck Driver/Laborer.

Mr. O’Toole seconded the motion. The motion passed unanimously.

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CROCKER POND PERMITS

Mr. Hay moved that the Board temporarily suspend two Crocker Pond Permits until the Crocker Pond Commission has reviewed the incidents. Mr. O’Toole seconded the motion. The motion passed unanimously.

BUILDING PERMIT FEES

Mr. Hay moved that the Board waive all building permit fees for the Sears residence which was recently damaged by fire. Mr. O’Toole seconded the motion. The motion passed unanimously.

SENIOR CENTER BUILDING COMMITTEE UPDATE

Members of the Senior Center Building Committee met with the Board to update them. The Committee is in the process of meeting with Civil Engineering Firms to draft a scope of work for obtaining quotes on a conceptual plan for the proposed Senior Center.

INVESTMENT POLICY

Mr. Hay moved that the Board approve the Town of Westminster Investment Policy as printed. Mr. O’Toole seconded the motion. The motion passed unanimously.

BASKETBALL COURT LIGHTING CONTRACT

Mr. Hay moved that the Board approve the contract with Page Electrical Corporation in the amount of \$13, 949 for the installation of lights for the basketball court. Mr. O’Toole seconded the motion. The motion passed unanimously.

CHIEF PROCUREMENT OFFICER

Mr. Hay moved that the Board re-designate the title of Chief Procurement Officer from the Town Accountant to the Town Coordinator. Mr. O’Toole seconded the motion. The motion passed unanimously.

CROCKER POND REQUEST

The Board received a request from an Oakmont Regional High School Alumni to use Crocker Pond to hold their class reunion. The Board said they would prefer to wait until Crocker Pond is a full functioning facility before approving this type of request.

Mr. Hay moved that the Board deny the request to use Crocker Pond for a class reunion. Mr. O’Toole seconded the motion. The motion passed unanimously.

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ADVISORY BOARD PRIORITY LIST ITEM

Members of the Advisory Board met with the Board of Selectmen to discuss the proposal to request the submission of a 5-year plan from each department. It was agreed that the plan should consist of three categories; personnel, capital expenses and all other expenses, and that 5-year historical as well as projected should be included in the plans.

Both Boards agreed to review a salary structure draft which had been prepared by Vance Butterfield and schedule a working session to review their ideas.

7:53 PM ADJOURNMENT

Mr. Hay moved that the Board adjourn. Mr. O’Toole seconded the motion. The motion passed unanimously.

Respectfully submitted,

John F. Fairbanks, Clerk
(Prepared by B. Kazan)