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Present: Thomas P. O’Toole, Nicholas A. Hay, 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 WARRANTS

The following warrants were reviewed and approved:

September 8, 2008	Accounts Payable	\$ 16,740.64
September 15, 2008	Accounts Payable	\$ 165,347.63
	Payroll	\$ 167,875.33
	Deduction	\$ 114,491.44

TRAFFIC STUDY

Mr. Hay moved that the Board request that the Montachusett Regional Planning Commission perform a traffic study on State Road East (Route 2A) in Westminster, at its intersection with Bartherick and Depot Roads to determine whether there is a need for a traffic signal at this location. Mr. Fairbanks seconded the motion. The motion passed unanimously.

PAYROLL CHANGE REQUESTS

Mr. Hay moved that the Board approve the following payroll change requests; a Reference/Adult Services Librarian (filling a vacancy), a promotion for a Library Assistant and an overtime rate increase for a Police Officer per his contract. Mr. Fairbanks seconded the motion. The motion passed unanimously.

CITIZENS’ PETITION – 1 LEOMINSTER STREET

The Board of Selectmen is in receipt of a citizens’ petition to rezone the property located at 1 Leominster Street from Residential I to Commercial III.

Mr. Hay moved that the Board vote to forward the petition to the Planning Board and request that they hold a public hearing in accordance with the procedures outlined in MGL Chapter 40A, Section 5. Mr. Fairbanks seconded the motion. The motion passed unanimously.

WESTMINSTER BUSINESS PARK – CONTINUATION

Mr. O’Toole announced that the WBP Hearing scheduled for this evening has been continued to the October 15th BOS meeting. He sited a request from Chuck Scott of CFS

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Engineering for additional time to provide more data and to request Mass Highway reevaluates the intersection.

The Board of Selectmen also stated that they would like a report regarding the drainage basins prior to their meeting on October 15th.

COMMUNITY DEVELOPMENT STRATEGY AMENDMENT

Consultant Linda Overing asked the Board of Selectmen to amend the Community Development Strategy, which had been approved in January, 2008. She recommended that the existing Target Area be expanded to include the adjacent Census Blocks that contain the Westminster Business Park. In addition, she requested that the Priority List be updated to eliminate the projects which have been completed since January and to add new priorities.

Mrs. Murphy reviewed the proposed changes to the Priority List for the Board.

Mr. Fairbanks moved that the Board adopt the Westminster Community Development Strategy as written and amended on September 17, 2008. Mr. Hay seconded the motion. The motion passed unanimously.

ENVIRONMENTAL CERTIFYING OFFICER

Mr. Hay moved that the Board designate Thomas P. O’Toole as the Town’s Environmental Certifying Officer for the 2008 CDBG Projects, including the Westminster Animal Hospital Project. Mr. Fairbanks seconded the motion. The motion passed unanimously.

EQUITABLE SHARING AGREEMENT AND CERTIFICATION

Mr. Hay moved that the Board vote to authorize Chairman Thomas O’Toole to sign the Annual Equitable Sharing Agreement and Certification. Mr. Fairbanks seconded the motion. The motion passed unanimously.

DESIGNATION OF AGENT – MASSACHUSETTS LIQUOR CONTROL ACT

Mr. Hay moved that in accordance with Mass. General Laws Chapter 138, the Board designate and appoint the Chief of Police in Westminster, and all sworn members of the Police Department when so directed or assigned by the Chief, to be the lawful agents for the purpose of conducting inspections and investigations of local liquor license establishments permitted by various provisions of Chapter 138 that can be conducted by local Licensing Authorities or their agents. Mr. Fairbanks seconded the motion. The motion passed unanimously.

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MUTUAL AID AGREEMENT

Mr. Hay moved that the Board vote to authorize Chairman Thomas O’Toole to sign the Mutual Aid Agreement which authorizes Police Officers of one community to exercise police powers in another community in order to provide mutual aid for the protection of public safety. Mr. Fairbanks seconded the motion. The motion passed unanimously.

SOLID WASTE ADVISORY COMMITTEE

Mr. O’Toole moved that the Board appoint the following individuals to the Solid Waste Advisory Committee: John Fairbanks (Board of Selectmen), Vance Butterfield (Advisory Board), Lorraine Emerson (DPW Commission), Ed Simoncini (Board of Health), and Karen Murphy (Ex-Officio). Mr. Hay seconded the motion. The motion passed unanimously.

ASHBURNHAM REQUEST – ANNUAL TOWN MEETING AND TOWN ELECTION DATES

Selectmen asked Mrs. Murphy to send a letter to the Ashburnham Board of Selectmen requesting they hold off from considering changing dates for the Annual Town Meeting and Town Election until school issues have been resolved.

UPTON BUILDING PURCHASE & SALE AGREEMENT

Mr. Fairbanks moved that the Board forward the Purchase & Sale Agreement for the Upton Building as drafted by Town Counsel to the Historical Society for signatures.

REVIEW JOB DESCRIPTION

Mrs. Murphy explained that all Departments have reviewed all job descriptions. They are about thirteen positions which have changes. Personnel Board has reviewed all descriptions and the Personnel Consultant is now conducting the salary survey.

7:47 PM RECESS

7:55 PM RECONVENE

AGRICULTURAL COMMISSION

Agricultural Commission Chairman Dean Johnson told the Board that the Town Accountant advised them of the need to obtain town meeting authorization to set up a revolving fund for the fees collected from the Farmer’s Market.

Mr. O’Toole moved that the Board vote to place the appropriate warrant articles on the fall town meeting warrant. Mr. Hay seconded the motion. The motion passed unanimously.

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Mr. Johnson also requested that the Board of Selectmen approve a fee schedule for the Market.

Mr. O’Toole moved that the Board approve the following fees for the Farmers’ Market: \$2 per diem or \$50 annually through October, 2009. Mr. Hay seconded the motion. The motion passed unanimously.

8:07 PM ADJOURNMENT

Mr. Hay moved that the Board adjourn. Mr. Fairbanks seconded the motion. The motion passed unanimously.

Respectfully submitted,

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