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

CALL TO ORDER

Chairman Hay called the meeting to order at 7:00 p.m. in the Selectmen’s Office at Town Hall.

APPROVAL OF MINUTES/WARRANTS

Mr. O’Toole moved to approve the minutes of June 8, 2009 as printed. The motion was duly seconded and passed unanimously.

Mr. O’Toole moved to approve the minutes of June 29, 2009 (morning meeting) as printed. The motion was duly seconded and passed with Mr. O’Toole and Mr. Fairbanks voting in favor and Mr. Hay abstaining.

Board members reviewed and approved the following warrants:

June 30, 2009	Accounts Payable Warrant #79S	\$14,667.21
June 30, 2009	Accounts Payable Warrant #80	\$82,885.08
June 30, 2009	Payroll Warrant #81	\$122,892.08
July 6, 2009	Payroll Warrant #3	\$35,714.50

250<sup>th</sup> COMMITTEE DONATION

250<sup>th</sup> Committee Chairman Lorraine Emerson was in attendance to present an offer from the Committee to purchase patriotic bunting to be hung above the windows of the Town Hall. She explained that the decorations would be purchased from donations received by the Committee. Mr. O’Toole moved that the Board vote to accept the gift. The motion was duly seconded and passed unanimously.

APPROVAL OF PAYMENT – FOREST LEGACY PROJECT

Mr. Fairbanks moved that the Board vote to approve the payment of a bill in the amount of \$78.10 related to the Forest Legacy Project. The motion was duly seconded and passed unanimously.

NAMING OF POST OFFICE BUILDING

Acting on a request received from Elaine and Kevin Jones, Mr. O’Toole moved that the Board vote to request Congressman John Olver’s support in submitting legislation naming the U.S. Post Office Building a 6 Nichols Street in Westminster the “Lt. Ryan Patrick Jones Post Office Building.” Mr. Hay seconded the motion, which passed unanimously.

LEGISLATION TO VALIDATE MAY 2, 2009 TOWN MEETINGS

Mr. O’Toole moved that the Board of Selectmen vote to petition the Governor to present a bill recommending legislation relative to validating the acts and proceedings of the 2009 spring

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annual town meeting and the 2009 special town meeting which took place in the Town of Westminster on May 2, 2009, and all actions taken pursuant thereto, to be ratified, validated and confirmed to the same extent as if the warrants for those town meetings had been posted and published in full compliance with the law and town charter and by-law. Mr. Fairbanks seconded the motion and explained that a legal notice had not been published in the local paper two weeks prior to town meeting, as required in the town bylaws. He noted that the townspeople received ample notice of town meeting in that copies of the warrant were mailed to every household a week prior to town meeting. The motion passed unanimously.

DESIGNER SELECTION PROCEDURE REVISIONS

Mr. O’Toole moved that the Board vote to revise the Designer Selection Procedures to by adding the phrase “estimated to cost \$10,000 or more” to the first paragraph. The motion was duly seconded and passed unanimously. Mr. Fairbanks requested that Mrs. Murphy look into the possibility of substituting the electronic posting of a Request for Qualifications for the current requirement of advertising in the Central Register.

HEALTH INSURANCE OPTIONS

Mr. Fairbanks stated that he had recently been approached by a resident who recommended that the Town look into becoming self-insured. Mrs. Murphy advised that as a member of the Ashburnham-Westminster Health Group, which consists of the Ashburnham Westminster Regional School District, the Town of Ashburnham and the Town of Westminster, the Town annually considers a number of options for its health insurance, including self-insurance, joining the GIC, and seeking quotes from competing companies. To date, it has not been proved cost-effective or otherwise advisable to become self-insured due to the size of the group.

FY2011 BUDGET PROCESS

Advisory Board Chairman Ken Burstall was in attendance to discuss next year’s budget process. Board members agreed that it would be advisable to begin the process earlier and to request that departments submit their budgets on December 1. Mr. Fairbanks also suggested that departments be asked to prioritize the functions of their departments with respect to importance in serving the largest number of town residents.

7:22 p.m. -- EXECUTIVE SESSION

Mr. Fairbanks moved that the Board enter into executive session for the purpose of conducting collective bargaining negotiations, and that the Board adjourn directly from executive session. Mr. O’Toole seconded the motion. The motion passed unanimously on a roll call vote.

ADJOURNMENT

The Board adjourned from executive session at 8:20 p.m.

Respectfully submitted,

Thomas P. O’Toole, Clerk  
(Prepared by K. Murphy)