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Present: Nicholas A. Hay, John F. Fairbanks, Laila J. Michaud

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 WARRANT/MINUTES

Mr. Fairbanks moved that the Board approve the regular session minutes of December 21, 2009, as printed. Ms. Michaud seconded the motion. The motion passed unanimously.

Board members reviewed and approved the following warrants:

December 28, 2009	Accounts Payable #40	\$ 86,476.11
January 4, 2010	Payroll #41	\$ 151,796.50
	Accounts Payable #42	\$ 873,402.36
January 5, 2010	Deduction #41D	\$ 134,125.82

COMMON VICTUALLER LICENSES

Mr. Fairbanks moved that the Board approve Common Victualler licenses for Westminster Café and Kay’s Dairy Bar. Ms. Michaud seconded the motion. The motion passed unanimously.

TRANSFER OF FUNDS – FRED SMITH POOR FUND

The Board signed an authorization to transfer up to \$10,000 from the Fred Smith Poor Fund to the General Fund to be used for the fiscal year 2010 Home Heating Assistance Program.

MRPC 43D GRANT EXTENSION

Mr. Fairbanks moved that the Board approve the extension of a contract with the Montachusett Regional Planning Commission from December 31, 2009 to February 1, 2010. The motion was duly seconded. The motion passed unanimously.

MIIA VOTING DESIGNATION

Ms. Michaud moved that the Board appoint John Fairbanks as their voting delegate for the Town. Mr. Hay seconded the motion. The motion passed unanimously.

TREASURER/COLLECTOR BORROWING

Ms. Michaud moved that the Board approve the request from Treasurer/Collector Melody Gallant to renew borrowing in the amount of \$392,000 for the Library Project from Eastern Bank with an interest rate of 1.30%. Mr. Fairbanks seconded the motion. The motion passed unanimously.

FIRE CHIEF – FY10 BUDGET DISCUSSION

Chief MacAloney was on hand to discuss his frustration over having to get approval for all expenditures even in light of the fact that his budget had been reduced in the prior months.

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Ms. Michaud moved that the Board relax the spending freeze to allow that department heads only be required to obtain written approval from the Town Coordinator for expenses in excess of \$500. Motion was duly seconded. Upon discussion, it was agreed that expenses falling under the following categories will remain exempt from the spending freeze:

- ▶ Salaries
- ▶ Properly procured contractual obligations
- ▶ Expenses arising from provisions of collective bargaining/employment agreements
- ▶ Regular monthly recurring expenses, such as:
  - Building utilities
  - Routine motor vehicle maintenance
  - Motor vehicle fuel
- ▶ Meetings/conferences required to maintain certification only
- ▶ Expenditures from existing special articles are allowed.

The motion passed unanimously.

ADVISORY BOARD FY11 BUDGET PREVIEW

Chairman of the Advisory Board Ken Burstall was on hand to report that as of November 2009, 16.38% of Westminster residents are unemployed or underemployed.

Mr. Burstall also estimated that FY2011 preliminary budget figures show roughly a \$300,000 shortfall at this time.

MEMORIAL COMMITTEE

The Board agreed to ask the Memorial Committee to attend their meeting of January 25<sup>th</sup>.

FINANCIAL MANAGEMENT REVIEW

The Board agreed to send a letter to the Department of Revenue thanking them for preparing a review of the Town’s financial management.

STIPENDS

The Board agreed to request that the Personnel Board come up with recommendations regarding stipends for elected officials.

7:44 PM ADJOURNMENT

Mr. Fairbanks moved that the Board adjourn. Ms. Michaud seconded the motion. The motion passed unanimously on a roll call vote.

Respectfully submitted,

Laila J. Michaud, Clerk  
(Prepared by B. Kazan)