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Present: Laila J. Michaud, Joseph E. Flanagan, and Wayne R. Walker

CALL TO ORDER

Ms. Michaud called the meeting to order at 6:00 p.m. in the Selectmen’s Office at Town Hall. She announced that the meeting was being broadcast live and recorded by Ashburnham Westminster Community Access TV; she also confirmed with those present that no other party was taking an audio or video recording of the meeting.

APPROVAL OF MINUTES/WARRANTS

Mr. Walker moved that the Board approve the regular session minutes of July 25, 2011 as printed. Mr. Flanagan seconded the motion. Motion passed unanimously.

Board members reviewed and approved the following warrants:

August 1, 2011	Accounts Payable #6	\$ 1,012,230.19
	Payroll #7	\$ 182,698.90
August 3, 2011	Deduction #7D	\$ 164,681.67
August 8, 2011	Accounts Payable #8	\$ 137,122.37

PRESENTATION – ED DUBE

Ms. Michaud presented Ed Dube with a plaque which read: For outstanding service and dedication to the Town of Westminster as a member of the Council on Aging. We offer our sincere appreciation for your volunteer service over the past 17 years as a strong advocate for the senior citizens of Westminster. Best wishes and many thanks for your valuable contributions to our community.

COA Director Susan Fisher and Chairman Neysa Miller also thanked Mr. Dube for all his contributions to the Council on Aging.

PUBLIC HEARING – MASSWORKS INFRASTRUCTURE GRANT APPLICATIONS

Town Planner Steve Wallace explained he has been working with Joshua Hall and representatives from the Westminster Business Park to define a scope of work for a potential grant application through the MassWorks Infrastructure Grant program. He explained that the application is for a two-phase project including improvements to the Whitman River Wastewater Collection System and utility and roadway construction at the Westminster Business Park.

In response to an inquiry from a resident regarding a concern over the roadway construction at the Westminster Business Park becoming a strip mine, Ms. Michaud stated that the Board was in support of the building of roads, water and sewer lines which would make the Business Park more attractive to businesses.

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Mr. Wallace explained that local matching funds are not required and the grants are geared towards ‘shovel ready projects’ which can start next spring.

The second application would be for repairs to the Leino Park Bridge. Jamie Rheault of Whitman & Bingham, Derek Knerr a representative for the Leino Park Water District, and Michael Pingpank of the Community Opportunities Group, Inc., were on hand to explain the project. Mr. Rheault noted that after reviewing the grant specifications, they realized that their chances were not good for funding the project as it did not meet the criteria of the MassWorks program.

The Board encouraged them to consider alternate options for funding, including the pursuit of a community block grant. They agreed to write up the detailed specifications for their project and meet back with the Board at a later date.

TOWN PLANNER UPDATES

Town Planner Steve Wallace told the Board that the official road maps for the Town had not been updated since 2004. He would like to add all roads accepted by the Town since 2004 and bring it to a Town Meeting. He then recommended that the new official road maps be submitted to Mass Highway for calculating Chapter 90 funding.

He would like to roll this project in with the cost for the Master Plan Maps (\$6-7,000 estimate) for potential DTLA Grant funding.

Mr. Wallace stated he received a telephone call from a professor at WPI regarding the possibility of having their students work on a project for the Town next summer. He asked for ideas from the Board of Selectmen and the Planning Board.

ADVISORY BOARD GOALS

Advisory Board Chairman Jim DeLisle was on hand to discuss the recently established Advisory Board goals with the Selectmen. They included:

1. Limiting spending at the Fall Town Meeting
2. Increasing the Reserve Fund from \$30,000 to \$40,000
3. Adopting a local meals tax

The Board agreed with limiting spending at the Fall Town Meeting. Emergencies or absolute necessities would be the exception.

The Reserve Fund would be discussed during the budgeting process.

Mr. DeLisle explained that the local meal tax of .75% is estimated to generate revenue of approximately \$82,000 year for the Town.

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Mr. Flanagan moved that the Board make a placeholder for the .75% meals tax for the Fall Town Meeting. Mr. Walker seconded the motion. The motion passed unanimously.

Mr. Walker suggested that the Advisory Board and Board of Selectmen educate all Department Heads on how they are going to approach the budgeting process.

ORDER OF TAKING – 4 LEOMINSTER STREET

Mr. Walker reported to the Board that they are currently in negotiations on the Leominster Street property and hope to have a negotiated settlement by the next Selectmen’s meeting.

ACCEPTANCE OF DEED – 72 DAVIS ROAD

Mr. Flanagan moved that the Board accept the deed and sign the Acceptance form for 72 Davis Road. Mr. Walker seconded the motion. The motion passed unanimously.

BOARD OF SELECTMEN MEETING SCHEDULE

The Board agreed to schedule the following dates for their meetings:
September 6 (Tuesday), September 19, October 3, October 17, October 31, November 14, November 28, and December 12.

6:41P.M. - EXECUTIVE SESSION

Ms. Michaud moved that the Board enter into executive session to consider the purchase, exchange, lease or value of real property and to conduct a strategy session in preparation for negotiations with nonunion personnel; further, that the Chair declare that an open meeting may have a detrimental effect on the negotiating position of the Town, and that the Board adjourn directly from executive session. Mr. Flanagan 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,

Wayne R. Walker, Clerk
(Prepared by B. Kazan)