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Present: Joseph E. Flanagan, Wayne R. Walker, and Heather M. Billings

CALL TO ORDER

Mr. Flanagan called the meeting to order at 6:00 p.m. in the Selectmen’s Office at Town Hall. He announced that the meeting was being broadcast live and recorded by Ashburnham Westminster Community Access TV. He also noted that Kerry O’Brien from the Gardner News was recording the meeting.

ANNOUNCEMENTS

•The Board of Selectmen wishes to recognize the tragedy in Connecticut and sends out their support to of our teachers and parents of the students.

•Merry Christmas

•After two years of diligent work, the Energy Advisory Committee was pleased to announce the Town has been designated ‘Green Community’ status. The EAC has until January 21, 2012 to submit a detailed application of the projects that they would like to do. The funding available for this project is approximately \$141,000.

•Absentee ballots are available for the January 29, 2013 special election (Senior Community Center debt exclusion). The last day for voter registration for this election is Wednesday, January 9.

•There is a vacancy on the Board of Assessors. Assessor Darlene Boucher has resigned due to a change in residency. The Board thanked her for her service. Anyone who would like to be appointed to this position should submit a letter of interest to the Town Administrator. This appointment runs until the Annual Town Election in April 2013.

APPROVAL OF WARRANTS

Board members reviewed and approved the following warrants:

December 4, 2012	Deduction #33D	\$ 168,979.02
December 12, 2012	Sr. Tax Deduction #33SD	\$ 22,481.32
December 17, 2012	Accounts Payable #36	\$ 108,664.66
	Payroll #37	\$ 160,625.31

SOLID WASTE COMMITTEE

Mr. Flanagan moved to reaffirm the appointment of Heather Billings as the BOS Representative to the Solid Waste Committee. Mr. Walker seconded the motion. The motion passed unanimously.

PAYROLL CHANGE REQUEST

Mr. Walker moved that the Board approve a Payroll Change Request for a scheduled increase for the Personnel Department. Ms. Billings seconded the motion. The motion passed unanimously.

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**CONTRACT – FIRE DEPARTMENT RESCUE/PUMPER TRUCK**

Mr. Walker moved that the Board authorize the BOS to sign the contract with Kovatch Mobile Equipment Corporation in the amount of \$532,612.00 for the purchase of a fire rescue/pumper truck. Ms. Billings seconded the motion. The motion passed unanimously.

**DISCUSS PROPOSED REMOVAL OF EARTH MATERIALS FROM LAYOVER STATION SITE**

Mr. Flanagan gave an update as follows:

Westminster Business Park will not accept the earth materials from the layover site – unless the BOS okays it.

BOS has not heard from MART (the spokesmen)

MBTA stated they cannot set a precedent to go before local boards for a permit - they are moving forward as planned

MBTA seems to believe there will be economic benefits to this project. The BOS sees no such benefits.

Mr. Flanagan mentioned the Board has received a letter from MRPC dated December 14, 2012 which states “The MPO has noted your concerns and has encouraged MassDOT, MART and the MBTA to continue to communicate with the Town of Westminster in an effort to alleviate any further misunderstandings or problems”. Mr. Flanagan stated that they have not communicated with the Board nor do they continue to communicate. Also, in the MRPC monthly status reports they indicate George Kahale has been working with the Town on a regular basis to move this matter forward. Not once has anyone heard from George Kahale.

Ms. Billings moved that the Board invite the MBTA in to address the Boards concerns. Mr. Walker seconded the motion. The motion passed unanimously.

**OLD TOWN HALL NEEDS ASSESSMENT COMMITTEE CHARGE**

Mr. Flanagan moved that the Board approve the Old Town Hall Needs Assessment Committee charge as revised below:

1. Complete punch list and budget for what needs to be done to stop further deterioration (mothball) of Old Town Hall.
2. Oversee the curing of mold and rodent issues, as approved by town meeting, in coordination with the Town’s maintenance staff.
3. Review the recommendation of the prior Reuse Committee and citizen survey and interpret anew the survey results.
4. Report back to the Board of Selectmen with a report on #s 1, 2, and 3, together with any proposed additions to the Committee’s charge.

Mr. Walker seconded the motion. The motion passed unanimously.

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CONTRACT – MOLD REMEDIATION

Mr. Flanagan moved that the Board sign the contract with Jeff Brewer dba Brewer Construction in the amount of \$1,260. Mr. Walker seconded the motion. The motion passed unanimously.

FY2014 SENIOR TAX WORK-OFF PROGRAM GUIDELINES

Mr. Walker moved that the Board approve the revisions to the FY14 Senior Tax Work-off Program Guidelines as presented. Ms. Billings seconded the motion. The motion passed unanimously.

2013 LICENSE RENEWALS

Mr. Flanagan moved that the Board approve the following 2013 annual license renewals:

<b>Type</b>	<b>Company Name</b>
Common Victualler	Serio Brothers, Inc. dba Westminster Pharmacy Town House of Pizza Leominster Donuts, Inc. Db a Dunkin Donuts Wachusett Village Inn Wachusett Mountain Associates, Inc. Douglas E. Hicks VFW Grill New England Restaurant Association dba The Old Mill Restaurant Westminster Country Club McNallys Grille & Pub The Markevich Sub-Station Food Corp./ Subway Restaurant Eurest Dining At Tyco F & S Stefanos' House of Pizza Kay's Dairy Bar Mike's Pizza The Woods of Westminster The Angler Fish Market & Chowder Co., Inc. Green Tea Leominster Donuts, Inc. Db a Dunkin Donuts The Narrows Bed & Breakfast
Class II	North Atlantic Trading Co. Albert's Used Cars Westminster Collision
Class III	Albert's Used Cars

Mr. Walker seconded the motion. The motion passed unanimously.

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**BOARD OF SELECTMEN MEETING SCHEDULE**

The Board agreed to schedule the following meetings: January 7, 28, February 11, 25, March 11, 25, April 8, 22 and May 6, 20.

**UPCOMING TOPICS FOR FUTURE MEETINGS**

The Board agreed to ask the School Committee and Advisory Board in to a future meeting to discuss the upcoming budgets and insight into the future.

**6:53 P.M. EXECUTIVE SESSION**

Mr. Walker moved that the Board enter into executive session to discuss strategy with respect to potential litigation; further that the Chair declares that an open meeting may have a detrimental effect on the litigating position of the body; and that the Board adjourn directly from executive session. Ms. Billings seconded the motion. The motion passed on a roll call vote.

**ADJOURNMENT**

The Board adjourned from executive session at 7:35 p.m.

Respectfully submitted,

Heather M. Billings, Clerk  
(Prepared by B. Kazan)