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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.

APPROVAL OF WARRANTS

Board members reviewed and approved the following warrants:

June 30, 2012	Accounts Payable #81 (FY12)	\$ 190,725.38
July 16, 2012	Payroll #3	\$ 166,257.37
	Accounts Payable #4	\$ 126,128.74
July 18, 2012	Deduction #3D	\$ 147,486.17
July 23, 2012	Accounts Payable #5	\$ 89,665.08

PAYROLL AUTHORIZATION REQUEST

Mr. Walker moved that the Board approve a payroll authorization request for a part-time Laborer for the Cemetery Department. Ms. Billings seconded the motion. The motion passed unanimously.

Mr. Walker moved that the Board approve a payroll authorization to hire a temporary replacement person during a leave of absence in the Building Department. Mr. Flanagan seconded the motion. The motion passed unanimously.

ROSELLI, CLARK & ASSOCIATES ~ CERTIFIED PUBLIC ACCOUNTANTS

Mr. Walker moved that the Board authorize the Chairman to sign a Letter of Understanding with Roselli, Clark & Associates to provide an analysis of the operations of the Town’s Animal Control Operation. Ms. Billings seconded the motion. The motion passed unanimously.

CONTRACTS ~ BAKER & TAYLOR and INGRAM LIBRARY SERVICES

Mr. Flanagan explained that there are two contracts for library material which are in their third and final year. The proposed amendments increase the total value of the contracts to \$75,000 (original value in first year was \$25,000; increased in second year to \$50,000). These increases are in compliance with procurement laws.

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Mr. Walker moved that the Board approve the proposed amendment increases of contracts with Baker & Taylor and Ingram Library Services. Ms. Billings seconded the motion. The motion passed unanimously.

COMMON VICTUALLER LICENSE

Mr. Walker moved that the Board approve a Common Victualler license for Green Tea at 7 Village Square due to a change in ownership. Ms. Billings seconded the motion. The motion passed unanimously.

ACCEPT DONATION FROM WESTMINSTER BUSINESS PARK (NOISE STUDY)

Mr. Walker moved that the Board accept a donation of \$3,300 from the Westminster Business Park to help defray the Noise Study cost. Ms. Billings seconded the motion. The motion passed unanimously.

WARRANT FOR STATE PRIMARY

Mr. Walker moved that the Board approve and sign the warrant for the State Primary which will be held on September 6, 2012. Ms. Billings seconded the motion. The motion passed unanimously.

SUPERINTENDENT OF SCHOOLS/SCHOOL COMMITTEE – UPDATE ON WES WINDOW SILL REPAIRS.

Superintendent of School Ralph Hicks was on hand to update the Board on the status of the window sill repairs. He indicated that he was still negotiating with architecture and the contractor but was not able to get a response from them in time for the BOS meeting tonight.

Dr. Hicks indicated that Simpson Gumpertz & Heger provided a report in response to the Superintendent’s request to investigate and assist with the design and repairs of the precast concrete window sills at WES. They recommended resetting precast sills to their original positions and anchoring the backup wall with angle braces.

Dr. Hicks estimated that the total cost of the project could be in the vicinity of \$267,000. He indicated that he has applied for Massachusetts School Building Authority (MSBA) emergency assistance (MSBA 963 CMR 2.09 Section (6)). He hopes to hear back from MSBA later this week. If approved they may be reimbursing 50% of the cost of this project. In the meantime, the playground and school yard cannot be used until everything has been repaired. He agreed to notify the Board as soon as he receives word.

Ms. Billings asked if the engineers could take a look at whether they could use less expensive materials and a different construction method to replace the sills in order to lower the cost of these repairs.

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Dr. Hicks assured the Board he would be looking at all possibilities for a more cost effective and safe way.

SCHEDULE SPECIAL TOWN MEETING

Mr. Walker moved that the Board schedule a special town meeting for Tuesday, September 11, 2012 at 7:30 p.m. at the Westminster Elementary School to seek funding for the school repairs. Ms. Billings seconded the motion. The motion passed unanimously.

REVIEW CROCKER POND COMMITTEE CHARGE

Mr. Flanagan moved that the Board amend the maximum number of members from five to seven members. Ms. Billings seconded the motion. The motion passed unanimously.

Ms. Billings moved that the Board strike the wording ‘This said, the Board of Selectmen deems the Crocker Pond Recreation Area fully developed as of the bike trail opening ratified at its July 9, 2012 meeting. Unless otherwise recommended by a Resource Management Plan and specifically approved by the Board of Selectmen, the Committee will engage in no development activities. For the purposes of this document development activity is defined as: 1) Advocating for additional development or allowing additional uses within Crocker Pond Recreation Area (e.g., beach, trails) other than those formally recognized as of July 9, 2012. 2) Performing any such additional development. 3) ‘Condoning any such development.’ Mr. Flanagan seconded the motion. The motion passed unanimously.

Mr. Flanagan moved that the Board approve the Crocker Pond Recreation Area Committee Duties and Responsibilities as amended. Mr. Walker seconded the motion. The motion passed unanimously.

FINALIZE CROCKER POND RESOURCE MANAGEMENT PLAN COMMITTEE CHARGE

Conservation Commission Vice Chairman Gregg Buckman was on hand to speak with the Board on behalf of the Conservation Commission. He stated that the Commission has already issued an Order of Conditions for Crocker Pond and hoped that the Commission’s opinions are counted. He stated that the Commission feels that the Order of Conditions is a management plan and there is no need to create a Crocker Pond Resource Management Plan Committee.

Ms. Billings stated that the purpose of the Committee is to create an objective land use decision-making document that provides guidance for operations and best management practices at Crocker Pond Recreation Area, with town-wide expansion potential.

The Committee would consist of no more than ten members; CPRAC or designee, BOS or designee, Parks & Rec. Committee or designee, Conservation Commission or

