

~ ~

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 WARRANTS/MINUTES

Mr. Walker requested the following changes in the minutes of February 22, 2012: correct the spelling of Lieutenant Moores’ last name. Also, under Payroll Authorization, change the sentence to read: He further stated that he would like to remind department heads of the proper procedure for bringing new employees on to the payroll.

Mr. Flanagan moved that the Board approve the regular session minutes of February 22, 2012 as amended by Mr. Walker. Mr. Walker seconded the motion. The motion passed unanimously.

Mr. Walker moved that the Board approve the regular session minutes of February 27, 2012, as printed. Mr. Flanagan seconded the motion. The motion passed unanimously.

Board members reviewed and approved the following warrants:

February 28, 2012	Deduction #51	\$149,940.56
March 5, 2012	Accounts Payable #53	\$ 68,765.02
March 12, 2012	Accounts Payable #54	\$451,470.17
	Payroll #55	\$165,700.97

APPOINTMENT – ASSISTANT ANIMAL CONTROL OFFICER

Ms. Michaud stated that Chief Albert has requested the appointment of Amanda Morrissey as an additional Assistant ACO (another employee of Wachusett Animal Hospital).

Mr. Walker moved that the Board appoint Amanda Morrissey as Assistant Animal Control Officer. Mr. Flanagan seconded the motion. The motion passed unanimously.

FIRST CONGREGATIONAL CHURCH REQUEST FOR EASTER SUNRISE SERVICE

Mr. Flanagan moved that the Board approve the request of the First Congregational Church to use the Gazebo on Academy Hill for the purpose of an Easter Sunrise Service to be held at 7 AM on Sunday, April 8, 2012. Mr. Walker seconded the motion. The motion passed unanimously.

~ ~

WARRANT FOR ANNUAL TOWN ELECTION

Mr. Flanagan moved that the Board approve the warrant for the annual town election to be held on Tuesday, April 24, 2012, from 7 AM to 8 PM at the Westminster Elementary School Gymnasium. Mr. Walker seconded the motion. The motion passed unanimously.

CONTRACT – EDF GRANT

Ms. Michaud explained that the Commonwealth of Mass (Wachusett Animal Hospital EDF Grant) – DHCD inadvertently closed out this grant at the end of the calendar year, not realizing that we still had administrative costs to pay out. They have drafted another contract for \$3,606 for the final payment to Breezeway Consulting and reimbursement to the town for administrative costs.

Mr. Walker moved that the Board approve the contract with DHCD in the amount of \$3,606. Mr. Flanagan seconded the motion. The motion passed unanimously.

BAN RENEWAL – SOUTH STREET REDESIGN

Treasurer/Collector Melody Gallant was on hand to request the Board’s authorization to renew the borrowing for the South Street Land Acquisition BAN.

Mr. Flanagan moved that the Board approve the borrowing of the South Street Land Acquisition BAN Renewal in the amount of \$350,000 with Century Subsidiary Investments III at an interest rate of .60%. Mr. Walker seconded the motion. The motion passed unanimously.

FY2013 BUDGET REVIEW – Department of Public Works

DPW Director Joshua Hall was on hand to review his proposed FY13 budgets and articles for the Highway, Water and Sewer Departments and Transfer Station.

FY2013 BUDGET REVIEW – Fire Department

Fire Chief Brent MacAloney was on hand to review his proposed FY 13 budgets and articles for the Fire, Emergency Management and Ambulance Departments.

BUDGET OVERVIEW

Chairman of the Advisory Board Jim DeLisle was on hand to comment on behalf of the Advisory Board. He indicated that he and Mrs. Murphy met to discuss the best way to manage the FY13 budget. The best way to manage the budget would be to figure out the amount of money the Town can raise in our levy (2.5% over last year – which is \$360,000). In order to do this we would need to trim over 1 million dollars from the requested budget. The cuts would need to either come from the articles that are funded from taxes (raise & appropriated) or from the operating budget. He stated that there were not many raise & appropriate articles. Most articles are funded from stabilization funds.

~ ~

He further explained that from the operating budget, the largest requested increase is the school budget. The requested school budget has increased \$943,552 over last year. Additional funds line items went up \$745,639. If level funding is recommended for the additional funds line item then we would still need \$240,013. This remaining amount would have to come from somewhere else in the operating budget or from the articles. He recommended cutting \$100,000 from the road maintenance.

Mrs. Murphy stated that she received Monty Tech’s FY13 budget today. Their budget reflects an increase of 15% due to increased enrollment.

The Board agreed to issue a memo asking the Department Heads to go back and take another look at their requested budgets and see if there are any cuts they could made.

BOS MEETING

The Board agreed to schedule a meeting with the Advisory Board for Monday, March 19, 2012, at 6 PM to review budgets. The Board also asked Mrs. Murphy to invite the Library to attend to discuss their budget.

APPROVE POLICY – GRANT SUPPORT LETTERS

Mr. Walker moved that the Board approve the policy regarding Grant Support Letters as written. Mr. Flanagan seconded the motion. The motion passed unanimously.

REFER PROPOSED ZONING AMENDMENTS TO PLANNING BOARD

Mr. Walker moved that the Board refer the proposed Zoning Amendments to the Planning Board for a public hearing and recommendation prior to the town meeting action. Mr. Flanagan seconded the motion. The motion passed unanimously.

8:23 PM EXECUTIVE SESSION

Ms. Michaud moved that the Board enter into executive session to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements, and to adjourn 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 8:40 p.m.

Respectfully submitted,

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