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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 Special Town Meeting will be held on Thursday, November 29th at 7:30 p.m. at the Westminster Elementary School.

APPROVAL OF WARRANTS/MINUTES

Mr. Walker moved that the Board approve the minutes of November 5, 2012. Ms. Billings seconded the motion. The motion passed unanimously.

Board members reviewed and approved the following warrants:

November 15, 2012	Accounts Payable #29	\$ 286,340.15
	Payroll #31	\$ 164,564.52
November 19, 2012	Accounts Payable #30	\$ 89,963.25

PAYROLL AUTHORIZATION

Mr. Walker moved that the Board approve a payroll authorization request for a full-time Patrolman. Ms. Billings seconded the motion. The motion passed unanimously.

APPOINTMENT – OLD TOWN HALL NEEDS ASSESSMENT COMMITTEE

Mr. Walker moved that the Board appoint the following individuals to the Old Town Hall Needs Assessment Committee; Betsy Hannula, Chris Mossman, Brett Pinkerton, Laurie Tarr-Ellsworth, Tom Connell, Marjolaine Connell, and Beth D’Onfro. Ms. Billings seconded the motion. The motion passed unanimously.

DPW TRUCK – DECLARE SURPLUS EQUIPMENT

Mr. Flanagan moved that the Board approve the request from the DPW Director and declare a 1997 F-150 Pickup Truck as surplus and authorize him to dispose of it as salvage. Mr. Walker seconded the motion. The motion passed unanimously.

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PEER TO PEER CONTRACT

Mr. Walker moved that the Board authorize the Chairman to sign the contract with the Department of Housing and Community Development for the Peer to Peer Technical Assistance Program in the amount of \$1,000. The money will be used to write land use and zoning regulations for the Town Center. Ms. Billings seconded the motion. The motion passed unanimously.

INTERFUND BORROWING

Mr. Walker moved that the Board authorize interfund borrowing totaling \$124,500. \$99,500 for the purchasing of a loader and \$25,000 for construction phase services on the South Street project. Ms. Billings seconded the motion. The motion passed unanimously.

BOND RATING UPDATE

Treasurer/Collector Melody Gallant was on hand to update the Board on the Town’s Bond Rating. Based on the Standard & Poor’s rating, the Town is in good financial standing and has maintained its AA rating.

SELECTMAN REPORT – CAPITAL PLANNING COMMITTEE

Mr. Flanagan explained that the Capital Planning Committee would like to start making policies to control long term spending. In addition, all capital investment would need to be justified.

ENERGY ADVISORY COMMITTEE – ENERGY BROKER

EAC member Doug Hurley was on hand to request that the Board consider the town secure the services of an energy broker to obtain quotes from energy suppliers for our electric rates. The bid would request 12, 24 and 36 month quotes for trade and renewable energy. He indicated that the Committee would like to use World Energy as the broker. He further stated that using World Energy would be of no upfront cost to the Town.

Mr. Hurley explained that there is a very short window of time (approximately 4 hours) to agree on a supplier if one is chosen.

Ms. Billings moved that the Board authorize the EAC to enter into a contract with World Energy as the broker to solicit energy quotes for the Town, and to authorize Karen Murphy, one member of the Board of Selectmen and one Energy Advisory Committee member to determine which supplier to go with as well as the terms. Mr. Walker seconded the motion. The motion passed unanimously.

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SPECIAL TOWN MEETING – MOTIONS/RECOMMENDATIONS

The Board reviewed and assigned motions for the Special Town Meeting warrant of November 29, 2012.

6:55 P.M. EXECUTIVE SESSION

Mr. Walker moved that the Board enter into executive session to discuss strategy with respect to collective bargaining and value of real property; further that the Chair declare 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. Mr. Flanagan seconded the motion. The motion passed on a roll call vote.

ADJOURNMENT

The Board adjourned from executive session at 8:25 p.m.

Respectfully submitted,

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