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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.

ANNOUNCEMENTS

•The Economic Development Committee along with the Master Plan Committee will hold an economic development summit on Wednesday, November 7th at 7 p.m. at the Westminster Elementary School. Everyone is invited to attend.

APPROVAL OF WARRANTS/MINUTES

Mr. Walker moved that the Board approve the minutes of September 24, 2012 with amendments to the heading of Inter fund Borrowing – School Zone Signage and Paving and Reserve Fund Transfer – Veterans’ Benefits. Ms. Billings seconded the motion. The motion passed unanimously.

Mr. Walker moved that the Board approve the minutes of October 15, 2012 as printed. Ms. Billings seconded the motion. The motion passed unanimously.

Board members reviewed and approved the following warrants:

October 22, 2012	Accounts Payable #24	\$ 209,264.88
	Payroll #25	\$ 164,796.95
October 23, 2012	Deduction #25D	\$ 146,236.20
October 29, 2012	Accounts Payable #26	\$ 912,047.43
November 5, 2012	Accounts Payable #28	\$ 148,107.89
	Payroll #27	\$ 175,625.21
November 6, 2012	Deduction #27D	\$ 157,304.43

PUBLIC SAFETY ANSWERING POINT AND REGIONAL EMERGENCY COMMUNICATION CENTER GRANT APPLICATION

Ms. Billings moved that the Board authorize the Police Chief to be the authorized signatory for the State 911 grant application in the amount of \$20,764.51. Mr. Walker seconded the motion. The motion passed unanimously.

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HOME HEATING ASSISTANCE APPLICATION

Mr. Flanagan moved that the Board approve the Home Heating Assistance application form as presented. Ms. Billings seconded the motion. The motion passed unanimously.

APPOINTMENT - COA

Mr. Walker moved that the Board appoint William Antoniac to the Council on Aging. Ms. Billings seconded the motion. The motion passed unanimously.

ACCEPT DONATION FROM LITTLE LEAGUE

Mr. Walker moved that the Board accept the donation of \$1,500 from the Westminster Little League. The money donated will be used to purchase used lights from the City of Leominster (valued at \$20,000 if purchased new). Ms. Billings seconded the motion. The motion passed unanimously.

PAYROLL CHANGE REQUEST

Ms. Billings moved that the Board approve a payroll request for a part time Veterans' Services Officer. Mr. Walker seconded the motion. The motion passed unanimously.

ENERGY ADVISORY COMMITTEE

Energy Advisory Committee member Kevin Keena was on hand to request the Board approve the 20% Energy Reduction Plan. He explained that this was the final part of the Green Community application. The EAC had met with all departments head to discuss measures they would like to implement. The next step will be to prepare the grant application which is due on January 15, 2013.

Ms. Billings moved that the Board vote to adopt the 20% Energy Reduction Plan as printed. Mr. Walker seconded the motion. The motion passed unanimously.

The Board asked the EAC to attend their next meeting to further discuss the services of an energy broker.

SPECIAL TOWN MEETING ARTICLES

The Board reviewed and approved the Special Town Meeting Warrant of Thursday, November 29, 2012 as written.

7:02 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 declare that an open meeting may have a detrimental effect on the litigating position of the body; and that the Board adjourn

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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 7:30 p.m.

Respectfully submitted,

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