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Present: Wayne R. Walker, Heather M. Billings and John F. Fairbanks

CALL TO ORDER

Mr. Walker 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

•Look on the Town’s website (www.westminster-ma.gov) for Board and Committee vacancies. The Board of Assessors is looking for someone to step forward to fill a vacancy which term will last until the next Town election in April 2014. If anyone is interested, please contact Town Administrator, Karen Murphy.

•A reminder that next Tuesday, June 25 there will be a special Senatorial election being held at the Westminster Elementary School from 7 am to 8 pm.

APPROVAL OF WARRANTS/MINUTES

Mr. Fairbanks moved that the Board approve the regular session minutes of June 3, 2013. Ms. Billings seconded the motion. The motion passed unanimously

Board members reviewed and approved the following warrants:

June 4, 2013	Deduction #75D	\$220,701.31
June 10, 2013	Accounts Payable #76	\$ 48,801.71
June 17, 2013	Payroll #77	\$166,740.31
	Accounts Payable #78	\$197,169.57

PAYROLL AUTHORIZATION – CEMETERY DEPARTMENT

Mr. Fairbanks moved that the Board approve a payroll authorization for a Part Time Cemetery Laborer. Ms. Billings seconded the motion. The motion passed unanimously.

FINANCIAL SOFTWARE MAINTENANCE AGREEMENT – FY 2013

Mr. Fairbanks moved that the Board approve and authorize the Chairman to sign the annual maintenance agreement with WTI Systems, Ltd. for FY2014 in the amount of \$37,051. Ms. Billings seconded the motion. The motion passed unanimously.

RESERVE FUND TRANSFER REQUEST

Mr. Walker explained that additional money is needed to pay the current and estimated May and June legal bills. Most of the additional cost was relative to the layover facility

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in which the Board obtained legal advice to protect the Town's interest. Some of the additional cost was relative to collective bargaining.

Mr. Fairbanks moved that the Board approve the reserve fund transfer for legal services in the amount of \$12,000. Ms. Billings seconded the motion. The motion passed unanimously. The request will be submitted to the Advisory Board for consideration.

REQUESTS TO EXTEND ARTICLES

Mr. Fairbanks moved to extend the following May 1, 2010, Town Meeting articles:

Article #27 ~ Purchase of trench safety equipment for the Highway, Water and Sewer Departments.

Article #9 ~ Purchase of external defibrillators for the cruisers.

Ms. Billings seconded the motion. The motion passed unanimously.

REQUEST FOR APPROPRIATION TRANSFER WITHIN DEPARTMENTS

Mr. Walker explained that the Board received a request to transfer \$550 within the Personnel Department, from part-time Wages to the Data Processing line item. This request was being made as a result of additional payroll service expenses incurred for amending a number of W-2s due to the findings of an audit by the IRS.

Mr. Fairbanks moved that the Board approve the request for appropriation transfer for the Personnel Department in the amount of \$550. Ms. Billings seconded the motion. The motion passed unanimously.

USE OF OLD TOWN HALL GROUNDS – YANKEE STREET FAIR

Mr. Fairbanks moved that the Board approve the request from the First Congregational Church to use the grounds of the Old Town Hall for their 71st Annual Yankee Street Fair on Saturday, August 24. A certificate of insurance will be provided prior to the event. Ms. Billings seconded the motion. The motion passed unanimously.

72 DAVIS ROAD - CLOSE ON SALE OF PROPERTY

Mr. Fairbanks moved that the Board vote to approve and sign the closing documents with Carl and Susan Kemp for 72 Davis Road. Ms. Billings seconded the motion. The motion passed unanimously.

APPOINTMENT – ASSISTANT ANIMAL CONTROL OFFICER

Ms. Billings moved that the Board appoint Charlene Thompson as an Assistant Animal Control Officer and approve an amendment to Attachment 1 of the contract with

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Wachusett Animal Hospital to include this position. Mr. Fairbanks seconded the motion. The motion passed unanimously.

DESIGNATE SELECTMAN LIAISON TO OLD TOWN HALL NEEDS ASSESSMENT COMMITTEE

Ms. Billings moved that the Board appoint Mr. Fairbanks as their liaison on the Old Town Hall Needs Assessment Committee. Mr. Walker seconded the motion. The motion passed unanimously.

6:15 P.M. RECESS

6:30 P.M. RECONVENE

EARTH REMOVAL PERMIT APPLICATION – CURTIS ROAD

Owner and applicant, Chris Mossman was on hand to explain to the Board the request for removal of 8,900 cubic yards of earth materials on approximately 1.2 acres off Curtis Road (57 Depot Road).

He indicated that the project could take up to eighteen months and estimated approximately 500 to 550 truck trips over the eighteen month time frame.

The Board agreed to take the request under advisement and revisit the request at their July 1st meeting.

6:43 P.M. EXECUTIVE SESSION

Mr. Walker moved that the Board enter into executive session to discuss strategy with respect to collective bargaining with non-union personnel; 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. Mr. Fairbanks seconded the motion. The motion passed unanimously on a roll call vote.

ADJOURNMENT

The Board adjourned from executive session at 8:00 p.m.

Respectfully submitted,

John F. Fairbanks, Clerk
(Prepared by B. Kazan)