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

CALL TO ORDER

Ms. Billings 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 recorded by Ashburnham Westminster Community Access TV.

ANNOUNCEMENTS

•The Board of Selectmen is seeking to fill an upcoming vacancy for the Town’s representative on the Monty Tech School Committee. Residents (must be registered voter) are invited to submit a letter of interest to the Board no later than June 16. The position will be filled by a joint vote of the Board of Selectmen, Town Moderator, and the Westminster members of the AWRSD School Committee at a meeting of the Board of Selectmen on June 23, 2014.

APPROVED MINUTES/WARRANTS

Mr. Walker moved that the Board approve the minutes of May 12, 2014 as printed. The motion was seconded and passed unanimously.

Board members reviewed and approved the following warrants:

May 19, 2014	Accounts Payable #68	\$ 713,354.06
	Payroll #69	\$ 171,493.08

APPOINTMENT ~ ZONING BOARD ASSOCIATE MEMBER

Mr. Walker moved that the Board appoint Aime DeNault to the Zoning Board as an Associate Member. The motion was seconded and passed unanimously.

APPOINTMENT ~ SICK LEAVE BANK COMMITTEE

Mr. Walker moved that the Board appoint Susan Yraola to the Sick Leave Bank Committee as the non-contractual employee representative. The motion was seconded and passed unanimously.

WACHUSETT CORRIDOR SMART GROWTH PLAN UPDATE

John Hume, Sam Lawton, and George Snow of MRPC along with Town Planner Steve Wallace were on hand to present the Board with an overview of the Wachusett Corridor Smart Growth Plan.

The Plan consists of six specific functional elements; housing, transportation/circulation, economic development, open space/recreation, facilities/institutional and land use. In

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addition to an implementation plan designed to facilitate accomplishment of the plan's objectives.

Mr. Walker stated that he would like to see the Town's input of not being in agreement with the layover station reflected in the comments.

Mr. Wallace assured the Board that this plan would express what the Town wants for the future of this area. He offered to prepare a statement reflecting a summary of the Town's objections and also make note in the economic development section of the Master Plan.

Mr. Hume explained that it is up to each community to adopt the plan. Once that is complete then a memorandum of understanding between the three communities (Fitchburg, Leominster and Westminster) will need to be signed.

#### SEWER IMPROVEMENT PROJECT UPDATE

The Board was in receipt of the following proposed schedule for the DPW's presentation of the sewer improvement project:

- June 23<sup>rd</sup> ~ Presentation to Board of Selectmen
- July 14<sup>th</sup> ~ Presentation to Board of Selectmen, Advisory Board, Capital Planning, Planning Board and Economic Development Committee
- August 11 ~ Public Hearing
- September 8 ~ Public Hearing
- October 6<sup>th</sup> ~ Final presentation to Board of Selectmen, Advisory Board, Capital Planning, Planning Board and Economic Development Committee
- November ~ Fall Town Meeting

Mr. Fairbanks requested that the DPW be prepared to present their first draft at the June 23<sup>rd</sup> meeting addressing issues that need addressing

Mr. Fairbanks moved that the Board add July 14, and October 6, 2014 to their meeting schedule for the purpose of the presentation of the sewer improvement project (July 14<sup>th</sup>) and final presentation of this project (October 6<sup>th</sup>). He further moved that these two meetings be communicated to the DPW, Advisory Board, Capital Planning, Planning Board, and Economic Development Committee. The motion was seconded and passed unanimously.

Mr. Fairbanks moved that the Board ask the DPW to change the public hearing dates (August 11, and September 8) to Wednesday dates of August 13 and September 10, 2014 so that other Boards would be able to attend. The motion was seconded and passed unanimously.

#### DECLARE SURPLUS PROPERTY (electronics)

Mr. Walker moved that the Board vote to declare the attached list of electronic items as surplus property. The motion was seconded and passed unanimously.

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APPROVE REVISED SICK LEAVE BANK POLICY

Ms. Billings stated that the Sick Leave Bank Committee met recently and is recommending several revisions to its policy for administering the Sick Leave Bank. The changes clarify the time frame for acceptance of new participants and provide a means for replenishing the bank when it drops below 50 days.

Mr. Walker moved that the Board approve the revised Sick Leave Bank Policy with two amendments on item #3 change wording from newly eligible to newly benefit-eligible and becoming eligible to becoming benefit-eligible. The motion was seconded and passed unanimously.

APPROVE REVISED ASSISTANT ACCOUNTANT JOB DESCRIPTION

The Board reviewed the revised Assistant Town Accountant job description and changed the wording under Education and Experience to ‘a minimum of two years of higher education required’.

Mr. Walker moved that the Board approve the part time Assistant Town Accountant job description as revised. The motion was seconded and passed unanimously.

6:45 P.M. EXECUTIVE SESSION

Mr. Walker moved that the Board enter into executive session to discuss strategy with respect to pending litigation; further that the Chair declares that an open meeting may have a detrimental effect on the Town’s negotiating position; and that the Board will reconvene in open session only for the purpose of convening in a second executive session to discuss strategy for negotiations with non-union personnel (Fire Chief, Police Lieutenant). The motion was seconded and passed unanimously on a roll call vote.

6:59 P.M. RECONVENE

7:00 P.M. EXECUTIVE SESSION

ADJOURNMENT

The Board adjourned from executive session at 7:20 p.m.

Respectfully submitted,

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