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Present: Heather M. Billings, John F. Fairbanks, Wayne R. Walker  
Town Moderator John Bowen, Westminster School Committee Members: Joshua Schonborg, Len Beaton, Bill Ewing

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 Cable Advisory Committee is in the process of negotiating a new cable contract for the Town with Comcast. The Committee is assessing the Town’s cable requirements and is requesting the public’s assistance in circulating a petition to gauge the level of support for the availability of cable service to all residents of the Town. A copy of the petition can be found on the Town’s website at [www.westminster-ma.gov](http://www.westminster-ma.gov) on the Cable Advisory Committee’s webpage.

•Westminster residents and businesses are invited to go to the Town’s website ([www.westminster-ma.gov](http://www.westminster-ma.gov)) and sign up to receive E-Alerts from the Town. E-Alerts inform residents of important news, such as water main breaks, road closures, special meetings and other town-wide events by sending notices to your personal e-mail account. There are currently 370 residents and 125 businesses receiving Town News, and 263 subscribers receiving notices from the Parks and Recreation department.

APPROVED MINUTES/WARRANTS

Mr. Walker moved that the Board approve the minutes of June 2, 2014 as printed. The motion was seconded and passed unanimously.

Board members reviewed and approved the following warrants:

June 6, 2014	Deduction #71D	\$ 215,961.38
June 9, 2014	Accounts Payable #73	\$ 408,297.63
June 10, 2014	Accounts Payable #73S	\$ 725.00
June 16, 2014	Accounts Payable #74	\$ 88,447.28
	Payroll #75	\$ 177,278.88
June 20, 2014	Deduction #75D	\$ 158,188.82
June 23, 2014	Accounts Payable #76	\$ 50,280.79

APPOINTMENTS – MONTY TECH REPRESENTATIVE

Mr. Walker thanked Ross Barber, Donovan Boyle, and Walter Taylor for their interest in serving on the Monty Tech School Committee.

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The Board of Selectmen, Town Moderator and Westminster School Committee members conducted interviews with the candidates.

Walter Taylor and Ross Barber were nominated for appointment to the position. Wayne Walker, Heather Billings, John Fairbanks and Joshua Schonborg voted to appoint Walter Taylor, and John Bowen, Len Beaton and Bill Ewing voted to appoint Ross Barber.

Walter Taylor was appointed for a four year term as the Westminster School Committee Representative for Monty Tech effective July 1, 2014 through June 30, 2018.

COMMUNITY HEALTH CONNECTION

Arlene Betteridge and Susan Lowe from Community Health Connections were on hand to introduce their health care program to the community. She explained that her organization services family medical, dental, and pharmaceutical care.

Ms. Betteridge explained that the CHC serves families and individuals of all ages and has locations in Fitchburg, Gardner, and Leominster. Anyone who would like more information can go to the CHC website at [chcfhc.org](http://chcfhc.org)

BORROWING ~ BAN

Treasurer/Collector Melody Gallant was on hand to request the Board’s approval of a one year Bond Anticipation Note renewal in the amount of \$440,000 for a Fire Truck. She also requested the Board’s approval for a Bond Anticipation Note in the amount of \$95,775 for the Engman Conservation Restriction. She explained that \$81,050 will be forthcoming in a LAND grant reimbursement, \$725 will be reimbursed by Mount Grace and the remaining \$14,000 is the Town’s contribution.

Mr. Walker moved that the Board authorize the issuance of a BAN renewal in the amount of \$440,000 with Easthampton Savings Bank with an interest rate of .54%. The motion was seconded and passed unanimously.

Mr. Walker moved that the Board authorize the issuance of a BAN in the amount of \$95,775 with UniBank with an interest rate of .55%. The motion was seconded and passed unanimously.

DPW SEWER IMPROVEMENT PROJECT (WORKING SESSION WITH BOS)

DPW Commissioners along with DPW Director Joshua Hall met with the Board in a working session to review their proposed Sewer Improvement Project.

Everyone agreed to make minor changes to the proposed project and come back on July 14<sup>th</sup> to present a power point presentation of the updated plan to members of the BOS, Planning Board, Advisory Board, Economic Development Board and Capital Planning Board.

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**SURPLUS PROPERTY – RADIO REPEATERS**

Mr. Walker moved that the Board declare three repeaters (Fire/Police/DPW) as surplus and authorize them as trade in towards the purchase of the new repeaters that were approved under Article 34 of the May 3, 2014 Annual Town Meeting. The motion was seconded and passed unanimously.

**CONTRACT ~ CYBER COMMUNICATIONS**

The Board agreed to take this matter up at a future meeting.

**CONTRACT ~ MOTOROLA SOLUTIONS**

The Board agreed to take this matter up at a future meeting.

**CONTRACT ~ MBI - SIDE LETTER TO LICENSE AGREEMENT**

Mr. Walker moved that the Board approve the second side letter to license agreement with Massachusetts Technology Collaborative who have agreed to provide an additional \$23,305 for the generator at Town Hall. The motion was seconded and passed unanimously.

**CONTRACT ~ FALL RIVER ELECTRICAL**

Mr. Walker moved that the Board approve a contract with Fall River Electrical Associates, Co., Inc. in the amount of \$88,305 for the installation of a generator at Town Hall. The motion was seconded and passed unanimously.

**CONTRACT ~ OPEB ACTUARIAL VALUATION**

Mr. Walker moved that the Board approve a contract with USI Consulting Group in the amount of \$3,900. USI will be conducting a three-year OPEB valuation report for fiscal years 2014-2016. The motion was seconded and passed unanimously.

**CONTRACT ~ HIGHWAY UNION MEMORANDUM OF AGREEMENT**

The Board agreed to take this matter up at a future meeting.

**CONTRACT ~ MA CIVIL WAR SESQUICENTENNIAL COMMISSION PRESERVATION GRANT**

Mr. Walker moved that the Board approve the standard contract between the Department of Veterans' Services (DVS) and the Town for \$4,900 for the restoration of the Civil War Monument on Main Street. The motion was seconded and passed unanimously.

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CONTRACT ~ SDACS

Mr. Walker moved that the Board approve a contract with Sculpture and Decorative Arts Conservation Services LLC for \$9,800 for conserving the four plaques of the Civil War Monument located on Main Street. The motion was seconded and passed unanimously.

HIGHWAY UNION MEMORANDUM OF AGREEMENT

The Board agreed to take this matter up at a future meeting.

PAYROLL AUTHORIZATION

Mr. Walker moved that the Board approve a payroll authorization for a part time Assistant Town Accountant (replacement). The motion was seconded and passed unanimously.

YEAR END TRANSFER REQUESTS

Mr. Walker moved that the Board forward a request for transfer from Reserve Fund for MART Salaries to the Advisory Board. The motion was seconded and passed unanimously.

Mr. Fairbanks moved that the Board approve a request for appropriation transfers between or within departments for Crocker Pond \$2,000. The motion was seconded and passed with two in favor and one abstention (Ms. Billings, Crocker Pond Committee Member).

Mr. Walker moved that the Board approve a request for appropriation transfers between or within departments for Veterans Assistance \$50. The motion was seconded and passed unanimously.

FIRE CAPTAIN JOB DESCRIPTION

Mr. Walker moved that the Board approve the revised Fire Captain’s job description as recommended by the Fire Chief and Personnel Board. The motion was seconded and passed unanimously.

SENIOR CENTER BUILDING COMMITTEE REQUEST TO SCHEDULE SPECIAL TOWN MEETING

The Board agreed to schedule a Special Town Meeting at the Westminster Elementary School for Tuesday, July 22, 2014 at 7:30 p.m.

The Board agreed to meet with the Capital Planning Committee and Senior Center Building Committee on July 15<sup>th</sup> to discuss the Senior Center request for additional money at the Special Town Meeting.

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TOWN CLERK REQUEST TO INCLUDE ARTICLE TO ACCEPT MGL CHAPTER 54, SECTION 16A – VACANCIES; APPOINTMENTS BY TOWN CLERK TO FILL

Town Clerk Denise MacAloney is requesting to add an article to the STM warrant. She has learned that if a person has not been appointed by the Board of Selectmen as an elections official and she does not have enough people to work on election day, she cannot ask someone who has not been appointed (by the BOS) unless the Town accepts this provision.

SPECIAL TOWN MEETING WARRANT

Mr. Fairbanks moved that the Board approve the Special Town Meeting Warrants as written. The motion passed with two in favor and one abstention (Mr. Walker).

8:10 P.M. EXECUTIVE SESSION

Mr. Walker moved that the Board enter into executive session to discuss strategy for contract negotiations with non-union personnel (Police Lieutenant) and collective bargaining (Firefighters); further that the Chair declares that an open meeting may have a detrimental effect on the bargaining of the body; and that the Board will adjourn directly from executive session. The motion was seconded and passed unanimously on a roll call vote.

ADJOURNMENT

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

Respectfully submitted,

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