

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

CALL TO ORDER

H. 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

CERTIFICATE OF ACHIEVEMENT – TREASURER/COLLECTOR

Melody Smith, Treasurer/Collector indicated that the Town is in receipt of a Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for its Comprehensive Annual Financial Report for FY2014.

The Selectmen gave M. Smith a letter recognizing her hard work and achievement of this award as the Treasurer/Collector for the Town.

H. Billings also announced that the Annual Town Election is being held tomorrow from 7:00 a.m. – 8:00 p.m. at the Westminster Elementary School.

APPROVALS

MINUTES

W. Walker moved that the Board approve the minutes of April 6, 2015 as distributed. The motion was seconded and passed unanimously.

WARRANTS

Board members reviewed and approved the following warrants:

April 8, 2015	Deduction #42C	\$147,199.48
April 8, 2015	Accounts Payable #43A	\$442,314.17
April 15, 2015	Accounts Payable #44A	\$123,454.67
April 21, 2015	Payroll #44B	\$167,873.97
April 21, 2015	Deduction #44C	\$147,181.59
April 27, 2015	Accounts Payable #45A	\$74,186.31

APPOINTMENT – ZONING BOARD OF APPEALS MEMBER

W. Walker made a motion to appoint Robin Brasili to the Zoning Board of Appeals as an alternate member. The motion was seconded and passed unanimously.

PAYROLL AUTHORIZATIONS

Crocker Pond Attendants:

W. Walker moved that the Board approve the Payroll Authorization for the promotion of Adam Cloutier to Crocker Pond Supervisor to Grade 3/Step 2 (\$14.04/hr) for 25 hours a week. The motion was seconded and passed unanimously.

W. Walker moved that the Board approve the Payroll Authorization for the position of Crocker Pond Attendant to start at Grade 2/Step 1 (\$12.66/hr) for 20 hours a week. The motion was seconded and passed unanimously.

Assistant Town Accountant:

W. Walker moved that the Board approve the Payroll Authorization for the position of Assistant

Town Accountant to start at Grade 5/Step 1a (\$16.23/hr) for 19 hours a week. The motion was seconded and passed unanimously.

On-Site Farmers Market Manager:

W. Walker moved that the Board approve the Payroll Authorization for the position of On-Site Farmers Market Manager \$10.00/hr for 4 hours a week. The motion was seconded and passed unanimously.

J. Fairbanks asked how this manager is compensated; K. Murphy informed him that the position of paid for out of the Farmer's Market revolving fund.

CONTRACT – TIMBER MARKING CONSULTANT (HAGER PARK)

W. Walker made a motion to enter into a contract with Green Natural Resource Management for consulting services to coordinate the sale of timber in the Rambler Area and an additional portion of Hager Park, contract amount will not exceed \$3,000. The motion was seconded and passed unanimously.

HEARINGS/OTHER SCHEDULED MATTERS

MONTY TECH SCHOOL COMMITTEE REPRESENTATIVE

Ross Barber, John Cappellini and Gary Candelet all submitted letters of interest regarding the Monty Tech School Committee vacancy.

The Board of Selectmen, Town Moderator and Westminster members of the AWRSD School Committee interviewed the three candidates at the meeting. The Board, Moderator and School Committee members questioned the candidates about their goals for the Monty Tech Committee, the school, and their applicable experience in the field of education.

Following the interview period, H. Billings asked for a vote to appoint one of the candidates as the representative. Mr. Ross Barber was then appointed as the Westminster member to the Monty Tech School Committee by a majority vote.

NEW BUSINESS

REVIEW/ASSIGN TOWN MEETING MOTIONS

The Board reviewed and assigned motions for the Special and Annual Town Meetings being held on May 2, 2015.

RIGHT OF FIRST REFUSAL – MEADOWS AT WEST HILL/UNIT 16B

W. Walker made a motion to waive the right of town's first refusal on the property located at 16B West Hill Drive. The motion was seconded and passed unanimously.

AMENDMENT TO THE SOLID WASTE DISPOSAL AGREEMENT

W. Walker made a motion to execute the amendment as requested. The motion was seconded and passed unanimously.

K. Murphy indicated that Solid Waste Advisory Committee and Waste Management have come to an agreement. Waste Management has agreed to stop charging the Town for the handling of newspaper/mixed paper, cardboard, and co-mingled materials which will result in a savings of approximately \$50,000 in transfer station expenses. This will not affect curbside pickup and does not change the budget for the landfill.

REVIEW SPECIFICATIONS FOR IT SERVICES BID


W. Walker made a motion to amend the IT Services specification as requested by the Town Administrator. The motion was seconded and passed unanimously.

EXECUTIVE SESSION

W. Walker moved that the board enter Executive Session at 7:55 p.m. to discuss strategy with respect to collective bargaining. J. Fairbanks seconded the motion. Mr. Walker indicated that the meeting would adjourn directly following Executive Session. The motion was passed unanimously on a roll call vote.

ADJOURNMENT

The Board adjourned the meeting directly from Executive Session at 8:15 p.m.



Wayne R. Walker
Clerk
(Prepared by S. Lahtinen)

April 27, 2015 BoS Meeting Exhibits:

4/27/15 Meeting Agenda

4/6/15 Meeting Minutes

4/27/15 Town Administrators Report

Certificate of Achievement – M. Smith

Payroll Authorizations – Crocker Pond (2), Assistant Town Accountant, Farmers Market Mgr

Contract Timber Marking – Hager Park

Monty Tech School Committee – Letters of Interest

Town Meeting Motions

Right of First Refusal Correspondence

Solid Waste Amendment

IT Services Bid Specifications