

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

**CALL TO ORDER**

J. Fairbanks called the meeting to order at 6:00 p.m. in room 205 of the Town Hall. He announced that the meeting was being recorded by Ashburnham/Westminster Community Access TV.

**ANNOUNCEMENTS**

John Fairbanks stated that there will be a Special Town Meeting held tomorrow, September 29<sup>th</sup> at 7:30 p.m. at the Westminster Elementary School. The warrants contain two items relating to the sewer improvement and expansion project as well as authorization to enter the town into a 20-year net metering solar agreement.

**APPROVALS**

MINUTES

W. Walker made a motion to approve the minutes of September 21, 2015. The motion was seconded and passed unanimously.

WARRANTS

W. Walker made a motion to approve the following warrant.  
September 21, 2015    Accounts Payable 16-13A    \$136,406.30

The motion was seconded and passed unanimously.

TRICK OR TREAT

W. Walker made a motion to schedule Trick or Treat on Saturday October 31, 2015 from 5:00pm-7:00pm. The motion was seconded and passed unanimously.

HALLOWEEN BONFIRE

W. Walker made a motion to approve the request to hold a bonfire at the Fire Station on Halloween following trick or treat. The motion was seconded and passed unanimously.

**HEARINGS/OTHER SCHEDULED MATTERS**

ORDER TO DEMOLISH AND SECURE PROPERTY AT 191 SOUTH ASHBURNHAM ROAD

Christian Dellogono, owner of the property located at 191 South Ashburnham Road, was present at this evening's meeting.

The Board discussed the situation with Mr. Dellogono, who then explained the process he has followed up to this point. He indicated that he wants to demolish this structure but has encountered some delays in the process.

K. Murphy recommended that he contact the Conservation Agent with regard to the need to file a second notice of intent to demolish the structure.

Recognizing that there may be extenuating circumstances, W. Walker moved to continue the hearing on Monday October 5, 2015 at 6:30 p.m. The motion was seconded and passed unanimously.

## **ONGOING BUSINESS/MISCELLANEOUS**

### COMMUNITY SENIOR CENTER BUILDING USE POLICY

Chief Sam Albert and Laila Michaud were in attendance to present the most recent draft of the Community Senior Center Building Use Policy.

The Board reviewed the document, and indicated that they would like to see several more changes to the policy. The Board requested that the committee resubmit the document to them electronically, with track changes so that they may approve it at the October 19<sup>th</sup> Selectmen's meeting.

### ESTABLISH GOVERNMENT STUDY COMMITTEE

The Board discussed the draft charge of the Government Study Committee.

W. Walker indicated that the committee charter timeframe should be two years, and that they will need to bring their findings to the Board of Selectmen and then to Town Meeting.

The Board discussed the committee membership and decided it should consist of five citizens at large and an Advisory Board member, Selectman, Planning Board member and one undesignated Town Official.

*The mission of the Town Government Study Committee is to:*

1. Conduct an in depth review of the town's current organizational structure,
2. Obtain information regarding various models of government structure from other Massachusetts communities similar in size to Westminster,
3. Identify strengths and weaknesses in Westminster's current form of government and areas for improvement,
4. Recommend changes in the Town's organizational structure, including but not limited to the terms of office and the method of selection of officials, consistent with the needs of the Town,
5. Report its findings and recommendations to the Board of Selectmen and then Town Meeting within two years,
6. The ultimate goal of the Town Government Study Committee is to gain the support and confidence of the public through the creation of a new town charter establishing the framework for an improved structure of government for the Town of Westminster.

W. Walker made a motion to approve the committee membership and charter for the Town Government Study Committee. The motion was seconded and passed unanimously.

## **NEW BUSINESS**

### BUILDING COMMISSIONER APPOINTMENT

W. Walker made a motion to appoint Mike Gallant as Building Commissioner for a term to expire on June 30, 2016. The motion was seconded and passed unanimously.

## **EXECUTIVE SESSION**

W. Walker moved that the board enter Executive Session at 6:45 p.m. to discuss strategy with respect to collective bargaining. H. Billings 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**

There being no further business, the meeting was adjourned directly from executive session at 7:25 p.m.

Heather M. Billings

Clerk

*(Prepared by S. Lahtinen)*