

Members Present: Wayne R. Walker, Heather M. Billings, James A. DeLisle

Others Present: Mark Hawke, Stephanie Lahtinen

CALL TO ORDER

W. Walker 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 and broadcast live by Ashburnham/Westminster Community Access TV.

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place. For this meeting, members of the public who wish to watch the meeting may do so via Comcast Channel 9 or Live Streamed via the www.AWcaTV.org. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the town's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

ANNOUNCEMENTS

W. Walker announced that the Annual Town Meeting and Annual Town Election have been postponed. The new dates and times are as follows:

Annual Town Election: Tuesday June 2, 2020 7:00 am- 8:00 pm at Westminster Elementary School

Annual Town Meeting: Saturday June 6, 2020 at 1:00pm at Westminster Elementary School.

APPROVALS

WARRANTS

H. Billings made a motion to approve the following warrants:

Accounts Payable	20-44A 4/9/2020	\$218,397.90
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The motion was seconded and passed unanimously.

MINUTES OF APRIL 6, 2020

H. Billings made a motion to approve the minutes of April 6, 2020 as presented. The motion was seconded and passed unanimously.

PAYROLL AUTHORIZATIONS

Library Assistant

H. Billings made a motion to approve the payroll authorization for Lorna Rouleau, as part time Library Assistant, filling a vacancy. The motion was seconded and passed unanimously.

Crocker Pond

H. Billings made a motion to approve the payroll authorization for Rob Peters, as Crocker Pond Supervisor. The motion was seconded and passed unanimously.

H. Billings made a motion to approve the payroll authorization for Alex Caruso, as Crocker Pond Attendant. The motion was seconded and passed unanimously.

ZBA APPOINTMENTS

H. Billings made a motion to appoint Glenn Davis and Alan Twomley as Members of the Zoning Board of Appeals. The motion was seconded and passed unanimously.

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WHITMANVILLE ROAD AND BRIDGE PROJECT – ORDER OF TAKING

W. Walker made a motion to approve the taking of the following easements as indicated in the table below:

Property Owners	Address, Westminster	Easement No. (area)
Anthony B. Hoffman	98 Oakmont Avenue	Temporary Easement Parcel XX-TE-1 (145±s.f.)
Timothy R. Hildreth and Jacquelyn A. Hildreth	2 Old Gardner Road	Permanent Easement Parcel XX-T-1 (247±s.f.) Temporary Easement Parcel XX-TE-4 (1,645±s.f.)
Jonathan R. Renda and Maria K. Renda	10 Whitmanville Road	Temporary Easement Parcel XX-TE-5 (2,346±s.f.)
Eino W. Jarvenpaa, Trustee, Eino W. Jarvenpaa Family Trust	235 South Ashburnham Road	Temporary Easement Parcel XX-TE-7 (2,378±s.f.)

The motion was seconded and passed unanimously.

COLLIERS INTERNATIONAL – OWNER PROJECT MANAGER CONTRACT

H. Billings made a motion to enter into a contract with Colliers International, to perform the duties of the Owner Project Manager for the Public Safety Building project. The motion was seconded and passed unanimously.

HEYWOOD HOSPITAL – OCCUPATIONAL HEALTH SERVICES

H. Billings made a motion to enter into a 12 month contract with Heywood Hospital to perform Occupational Health Services for the Town, this includes pre-employment examinations (job specific examinations, drug and alcohol testing), DOT/Commercial driver's license examinations (vision/color blindness testing, hearing testing, random drug and alcohol testing). The motion was seconded and passed unanimously.

COMCAST CABLE LICENSE

M. Hawke indicated that after three years of negotiation, the Cable Advisory Committee, and counsel at KP Law have reviewed this cable contract. This new contract will increase the capital payments made to the Town and cable studio from Comcast, which will provide additional funding to help build out areas in town that do not currently have service.

H. Billings made a motion to approve the contract with Comcast Cable Television for a term of April 05.2020 – April 4, 2030. The motion was seconded and passed unanimously.

ONGOING BUSINESS

REVIEW MAY 2, 2020 DRAFT SPECIAL AND ANNUAL TOWN MEETING WARRANTS

The Town Meeting warrant articles will be taken up at the May 4, 2020 Board meeting.

BUDGET REVIEW

This item was passed over.

ADJOURNMENT

The meeting was adjourned at 6:16 p.m.

James A. DeLisle, Clerk
(Prepared by S. Lahtinen)