

Members Present: Heather M. Billings, James A DeLisle, Salvatore J. Albert Jr.

Others Present: Mark Hawke, Stephanie Lahtinen, Wayne Walker

CALL TO ORDER

H. Billings 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.

REORGANIZE BOARD

J. DeLisle made a motion to reorganize the Board to the following:

Heather M. Billings – Chair

James A. DeLisle – Vice Chair

Salvatore J. Albert Jr – Clerk

The motion was seconded and passed unanimously.

APPROVALS

WARRANTS

J. DeLisle made a motion to approve the following warrants:

| | | |
|------------------|------------------|--------------|
| Accounts Payable | 20-52A 6/18/2020 | \$346,185.00 |
| Payroll | 20-52B 6/18/2020 | \$250,841.95 |

The motion was seconded and passed unanimously.

MINUTES OF JUNE 1, 2020 AND JUNE 15, 2020

J. DeLisle made a motion to approve the minutes of June 1, 2020. The motion was seconded and passed unanimously.

H. Billings made a motion to approve the minutes of June 15, 2020. The motion was seconded and passed unanimously.

CRABGRASS LLC – HOST COMMUNITY AGREEMENT (HCA)

J. DeLisle made a motion to execute the Host Community Agreement with CrabGrass, LLC for a marijuana cultivation and manufacturing facility to operate out of the former Aubuchon Hardware warehouse. The motion was seconded and passed unanimously.

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SUNSET ARTICLES

H. Billings made a motion to extend the following articles for one year, until June 30, 2021:

| Account | Description | Balance | Date of Vote | Date of Sunset |
|----------------------------|--|------------|--------------|----------------|
| 001 123 003 6042 2018 0022 | #22 Public Safety Communication System | 144,323.02 | 5/6/2017 | 6/30/2020 |
| 001 123 003 6044 2018 0024 | #24 Town Hall AC Condenser Units | 16,718.00 | 5/6/2017 | 6/30/2020 |
| 001 123 003 6045 2018 0024 | #24 Upgrade Telephone System | 20,398.90 | 5/6/2017 | 6/30/2020 |
| 001 231 003 6067 2018 0003 | #3 Paramedic Training for Fire/EMS | 15,880.00 | 11/28/2017 | 6/30/2020 |
| 001 300 003 6046 2018 0025 | #25 Admin Phone System Replacement | 1,386.78 | 5/6/2017 | 6/30/2020 |
| 001 300 003 6050 2018 0025 | #25 Oakmont Exterior Board Replacement | 9,397.21 | 5/6/2017 | 6/30/2020 |
| 001 300 003 6051 2018 0025 | #25 Overlook Network Cabling | 1,117.18 | 5/6/2017 | 6/30/2020 |
| 001 300 003 6052 2018 0025 | #25 Overlook Wireless Upgrade | 1,014.09 | 5/6/2017 | 6/30/2020 |
| 001 300 003 6054 2018 0026 | #26 Meetinghouse Replace Windows | 930.00 | 5/6/2017 | 6/30/2020 |

The motion was seconded and passed unanimously.

REAPPOINTMENTS

J. DeLisle made a motion to approve the following one year reappointments:

| | | |
|-------------------------------------|-----------|-------------|
| Senior Animal Control Officer | Nina | Decot |
| Assistant Animal Control Officer | Kristen | Salerno |
| Assistant Animal Control Officer | Cheryl | Slack |
| Building Commissioner | Paul | Blanchard |
| Building Commissioner - Alternate | George | Tignor |
| Building Commissioner - Alternate | Sarah | Culgin |
| Insp. of Plumbing & Gas Piping | Tom | Wiinikainen |
| Ass't. Insp. of Plumb. & Gas Piping | Wayne | Little |
| Ass't. Insp. of Plumb. & Gas Piping | James | Imprescia |
| Inspector of Wiring | Harry | Parvianen |
| Inspector of Wiring - Alternate | Richard | Cannavino |
| Fire Chief, Forest Warden & EM Dir. | Kyle | Butterfield |
| Emergency Management Radio Operator | Bill | Leger |
| Emergency Management | Charles | Clarkson |
| Emergency Management | Jeffrey | Curtis |
| Emergency Management | Robert | Hamm |
| Emergency Management | Clay | Swenor |
| Police Chief and Special Constable | Michael | McDonald |
| Police Matron | Stephanie | Fay |
| Police Matron | Kimberly | Bonk |
| Reserve Police Officer | Nicholas | Aveni |
| Reserve Police Officer | Leroy | Hawkins |
| Reserve Police Officer | Connor | Furey |
| Reserve Police Officer | Phil | Kearns |
| Reserve Police Officer | Michael | Ray |
| Reserve Police Officer | John | Boucher |
| Reserve Police Officer | Quinn | Smith |
| Reserve Police Officer | Brian | Rosengren |
| Tree Warden | Joshua | Hall |
| Veterans' Graves Officer | Mark | Landry |
| Veterans' Services Agent | Sara | Wyman |

The motion was seconded and passed unanimously.

PAYROLL AUTHORIZATIONS

J. DeLisle made a motion to approve the reclassification from Grade 3 to Grade 4, for the Executive Assistant to the Police Chief and the Executive Assistant to the Board of Selectmen and Town Administrator, as recommended by the Personnel Board. The motion was seconded and passed unanimously.

NEW BUSINESS

TOWN HALL SCHEDULE

M. Hawke presented a plan for the possibility of adjusting the hours of Town Hall down to Monday-Thursday with extended hours to better serve the public. The Board discussed the potential for adjusting Town Hall hours to remain closed on Fridays. They voiced their concerns regarding the hours open, and indicated that the Town Hall should remain open to the public for the same number of hours if the schedule is going to be considered. Discussion on this topic will continue at the next meeting.

BOARD OF SELECTMEN MEETING SCHEDULE

The Board will meet at 6:00pm in room 205 of Town Hall on the following dates:
July 6, July 20, August 3, August 17, August 31, September 14, September 28

ADJOURNMENT

The meeting was adjourned at 6:34 p.m.

Salvatore J. Albert Jr., Clerk

(Prepared by S. Lahtinen)