

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

**Others Present:** Mark Hawke, Stephanie Lahtinen, Keith Harding, Tom Arsenault, Heather Bowen, ML Altobelli

### **CALL TO ORDER**

H. Billings called the meeting to order at 6:00 p.m. in room 205 of the Town Hall. Due to technical difficulties, this meeting was not broadcast live or recorded.

### **APPROVALS**

#### WARRANTS

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

Accounts Payable	21-04A 7/8/2020	\$509,219.97
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The motion was seconded and passed unanimously.

#### MINUTES OF AUGUST 3, 2020

J. DeLisle made a motion to approve the minutes of August 3, 2020. The motion was seconded and passed unanimously.

#### APPOINTMENT - AGRICULTURAL COMMISSION

J. DeLisle made a motion to appoint Heather Bowen to the Agricultural Commission, with a term to end on June 30, 2023. The motion was seconded and passed unanimously.

#### APPOINTMENT – ELECTION OFFICIALS

J. DeLisle made a motion to appoint the following as Election Officials, for a term to end August 15, 2021:

Susan M. Anderson	Karen Brighenti	Carole Christensen
Annie Cundari	Tammy Dwelly	Lee Ann Gikis
Theresa Grenier	MaryBeth Haley-Cormier	
Albert Hughes	Gloria Hughes	Constance Kotoski
Leeann Lamsa	Linda McClenahan	Laila Michaud
Kathy Pelullo	Nan Pierce	Nancy Sides
Susan Yraola		

The motion was seconded and passed unanimously.

#### SEPTEMBER 1, 2020 ELECTION WARRANT

S. Albert made a motion to approve the September 1, 2020 State Primary Election Warrant. The primary will be held on Tuesday September 1, 2020 from 7am-8pm at the Westminster Elementary School. The motion was seconded and passed unanimously.

#### DELL, INC. ANTIVIRUS CONTRACT

J. DeLisle made a motion to approve the enclosed contract with Dell, Inc. for SOPHOS Antivirus Software, for a total cost of \$12,272.73. The motion was seconded and passed unanimously.

#### COLLINS CENTER AGREEMENT

S. Albert made a motion to approve the enclosed agreement with the Collins Center to complete a Financial Policies and Finance Organizational Structure Review for the Town of Westminster. The funding for this project has been provided by the Executive Office of Administration and Finance. The motion was seconded and passed unanimously.

**NEW BUSINESS**

SET DATE FOR SPECIAL TOWN MEETING

J. DeLisle made a motion to set the date for the fall Special Town Meeting on Tuesday November 17, 2020 at 7:30pm and to open the warrant on September 21st and close the warrant on Friday October 9th. The motion was seconded and passed unanimously.

**ADJOURNMENT**

The meeting was adjourned at 6:21 p.m.

Salvatore J. Albert Jr., Clerk

*(Prepared by S. Lahtinen)*