

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

Others Present: Mark Hawke, Stephanie Lahtinen, Michael Popik, Kyle Butterfield, Adam Bean,

CALL TO ORDER

H. Billings called the meeting to order at 6:00 p.m. in room 205 of the Town Hall. She announced that the meeting was being recorded and broadcast live by Ashburnham/Westminster Community Access TV.

ANNOUNCEMENTS

H. Billings announced that due in no small part to the efforts of your elected officials, Town employees, and in particular Congresswoman Trahan, Comcast has agreed to pay for the buildout of the cable system in Westminster, Gardner and Winchendon. This will provide about one-hundred-seventeen (117) homes in these three (3) communities with the availability of high-speed internet service, should they choose to sign up.

While we are still awaiting the buildout timeline, we wanted to make sure to let you know that there is a very bright light at the end of this tunnel and we are almost there. While Comcast will be paying for the buildout, they will not be covering the cost for any non-standard installations (a line from the street over two-hundred [200] feet long). Additional information will be distributed as it becomes available.

APPROVALS

WARRANTS

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

| | | | |
|------------------|--------|-----------|--------------|
| Accounts Payable | 21-11A | 9/12/2020 | \$82,566.51 |
| Payroll | 21-11B | 9/10/2020 | \$222,788.89 |

The motion was seconded and passed unanimously.

MINUTES OF AUGUST 17, 2020

J. DeLisle made a motion to approve the minutes of August 17, 2020. The motion was seconded and passed unanimously.

APPOINTMENT – ACTING POLICE CHIEF

S. Albert made a motion to appoint Ralph LeBlanc as Acting Police Chief and Special Constable and to authorize a stipend of \$300/week until the position of Chief is filled and a contract is successfully negotiated. The motion was seconded and passed unanimously.

HEALTH AGENT PAYROLL AUTHORIZATION

The Board discussed the payroll authorization recommended by the Board of Heath for a new Health Agent. Due to there only being one application the Selectmen amended the payroll authorization and added “Starting Date September 21, 2020. BOH will conduct a performance review prior to April 1, 2021 and again prior to October 1, 2021. The Board of Selectmen, in coordination with the Town Administrator and the Personnel Administrator, shall also conduct a separate performance review prior to April 1, 2021 and October 1, 2021. The reason for the dual review is based on the lack of applicants interviewed for the position and should not reflect upon the employee in any way.”

J. DeLisle made a motion to hire Ann Loree as Health Agent. The motion was seconded and passed unanimously.

SAFER GRANT

S. Albert made a motion to authorize the Fire Chief to apply for the Staffing for Adequate Fire and Emergency Response (SAFER) Grant on behalf of the Fire Department and Town. The motion was seconded and passed unanimously.

FIRE CAPTAIN – TITLE CHANGE

S. Albert made a motion to change the title of the position of Fire Captain to Deputy Chief. He indicated that this is a change in title only, and will not affect the duties, responsibilities or pay schedule of the position. The motion was seconded and passed unanimously.

ZBA APPOINTMENT

S. Albert made a motion to appoint Elizabeth Irvine to the Zoning Board of Appeals for a term to end June 30, 2023. The motion was seconded and passed unanimously.

MILES AVE – SET MINIMUM BID

J. DeLisle made a motion to set a minimum bid of \$900 for a property taken by tax title on Miles Avenue (Map 104, Parcel 14). The motion was seconded and passed unanimously.

NEW BUSINESS

RIGHT OF FIRST REFUSAL - CH 61 BRAGG HILL ROAD

S. Albert made a motion not to exercise the Town's Right of First Refusal on a parcel located at 152 Bragg Hill Road (Book 525, Page 18). The motion was seconded and passed unanimously.

BOARD OF SELECTMEN MEETING SCHEDULE

The Board of Selectmen will meet on the following Monday's at 6:00 pm in room 205 of the Westminster Town Hall unless otherwise specified:

October 19, 2020

November 2, 2020

November 16, 2020

November 30, 2020

December 14, 2020

January 4, 2021

ADJOURNMENT

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

Salvatore J. Albert Jr., Clerk

(Prepared by S. Lahtinen)