

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

Others Present: Mark Hawke, Stephanie Lahtinen, Wayne Walker, Keith Harding

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

Government Finance Officers Association (GFOA) has awarded the Certificate of Achievement for Excellence in Financial Reporting to the Town of Westminster for its comprehensive annual financial report (CAFR) for the fiscal year ended June 30, 2019.

The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

Westminster is updating its 2014 Open Space and Recreation Plan, which identifies the Town's recreational, and open space needs. A State-approved Open Space & Recreation Plan is required if the Town wants to apply for open space and recreation grant programs. There is a survey link on the front page of the Town website (www.westminster-ma.gov) in order to understand the needs and concerns of Westminster citizens regarding our open spaces and recreation needs. Please help us out by completing this on-line survey no later than Friday November 13th.

We have now installed an official and secure 24/7 Drop Box outside the front doors of Town Hall. Please feel free to deposit your State Election Ballot as well as any official town business such as tax payments, dog license payments, etc.

APPROVALS

WARRANTS

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

Accounts Payable	21-16A	9/30/2020	\$500,090.86
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The motion was seconded and passed unanimously.

MINUTES OF SEPTEMBER 28, 2020

J. DeLisle made a motion to approve the minutes of September 28, 2020. The motion was seconded and passed unanimously.

NOVEMBER 3, 2020 ELECTION WARRANT

S. Albert made a motion to approve and post the November 3, 2020 Election Warrant. The polls will be open at the Westminster Elementary School, 7am-8pm. The motion was seconded and passed unanimously.

RELOCATION OF MUDDY POND EASEMENT

The Muddy Pond easement relocation was a collaborative effort between the Planning Board, the Business Park owners and North County Land Trust who will hold and maintain the easements. Attorney Erb, on

Town of Westminster – Board of Selectmen Meeting Minutes – Monday October 19, 2020

behalf of the Land Trust, Westminster Planning Board and Town Counsel have reviewed and approved the easement. .

S. Albert made a motion to approve the Muddy Pond Easement as presented. The motion was seconded and passed unanimously.

APPOINTMENT – PARKS AND RECREATION

J. DeLisle made a motion to appoint Brad Forrest to the Parks and Recreation Committee for a term to end June 30, 2023. The motion was seconded and passed unanimously.

NEW BUSINESS

REVIEW DRAFT 11/17/2020 SPECIAL TOWN MEETING WARRANT

H. Billings read the draft November 17, 2020 Special Town Meeting warrant to be held on at the Westminster Elementary School at 7:30 pm.

ADJOURNMENT

The meeting was adjourned at 6:12 p.m.

Salvatore J. Albert Jr., Clerk

(Prepared by S. Lahtinen)