

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

Others Present: Mark Hawke, Stephanie Lahtinen, Keith Harding, Matt Bourgault, David Uminski

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

APPROVALS

WARRANTS

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

Accounts Payable	21-20A	11/15/2020	\$134,598.30
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The motion was seconded and passed unanimously.

MINUTES OF NOVEMBER 16, 2020

J. DeLisle made a motion to approve the minutes of November 16, 2020. The motion was seconded and passed unanimously.

EMERGENCY HOME HEATING ASSISTANCE 2020/21 APPLICATION

S. Albert made a motion to approve the updates to the Emergency Home Heating Assistance application, including the newest income limits from the Department of Housing and Urban Development. The motion was seconded and passed unanimously.

SENIOR TAX WORK OFF PROGRAM 2021 APPLICATION

S. Albert made a motion to approve the updates to the Senior Tax Work Off Program application, including the newest income limits from the Department of Housing and Urban Development. The motion was seconded and passed unanimously.

AWCAC CONTRACT 2020-2030

H. Billings indicated that the contract had been backdated to May, when the Board signed a new agreement with Comcast. The additional updates include the potential for adding a meeting to the regular broadcast, and an update to the payment schedule based on the new contract with Comcast.

S. Albert made a motion to execute the contract with Ashburnham Westminster Community Access Corporation (AWCAC). The motion was seconded and passed unanimously.

NEW BUSINESS

DOG COMPLAINT

H. Billings indicated that the Board is in receipt of a Nuisance Dog complaint and a hearing has been requested. Staff have been in contact with the Police Chief and Animal Control regarding the issue.

S. Albert made a motion to designate the Town Administrator as the Dog Hearing Officer. The motion was seconded and passed unanimously.

ADJOURNMENT

The meeting was adjourned at 6:09 p.m.

Salvatore J. Albert Jr., Clerk

(Prepared by S. Lahtinen)