

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

**Others Present:** Mark Hawke, Stephanie Lahtinen, Robin Holm, Melody Smith, Ellen Sheehan, Ralph LeBlanc, 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.

### **TAX CLASSIFICATION HEARING**

Robin Holm indicated that the Board of Assessors recommends that the Board of Selectmen adopt a residential factor of one (1).

S. Albert made a motion to accept a residential factor of one (1), which will result in all classes (residential, commercial, industrial, and personal property) being taxed at the same rate in 2021. The motion was seconded and passed unanimously.

### **APPROVALS**

#### WARRANTS

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

Accounts Payable	21-25A	11/30/2020	\$634,750.25
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The motion was seconded and passed unanimously.

#### MINUTES OF NOVEMBER 30, 2020

S. Albert made a motion to approve the minutes of November 30, 2020. The motion was seconded and passed unanimously.

#### FIRE TRUCK BAN RENEWAL

Melody Smith was present to request the approval of a Bond Anticipation Note in the amount of \$360,000 for the Fire Truck with Greenfield Cooperative Bank at an interest rate of .61% for a term to end on December 21, 2021.

J. DeLisle made a motion to execute the Bond Anticipation Note Renewal, in the amount of \$360,000 with Greenfield Cooperative Bank, at an interest rate of .61%. The motion was seconded and passed unanimously.

#### PAYROLL AUTHORIZATION

##### *CIS Specialist*

S. Albert made motion to approve the payroll change request and authorization for Daniel Landry as full time Computer Information Systems Specialist. The motion was seconded and passed unanimously.

##### *Part Time Dispatcher (2)*

S. Albert made a motion to approve the payroll change requests and authorizations to hire Hailey Donoway and Matthew Rowland as Part Time/Per Diem Dispatchers. The motion was seconded and passed unanimously.

##### *Full Time Dispatch*

S. Albert made a motion to approve the payroll change request and authorization to hire Michael Ray as Full Time Dispatcher and Part Time Officer. The motion was seconded and passed unanimously.

*DPW Truck Driver/Laborer*

J. DeLisle made a motion to approve the payroll change request and authorizations for John DiPerrio as DPW Truck Driver/Laborer. The motion was seconded and passed unanimously.

CONTRACT – FRATICELLI OIL CO.

S. Albert made a motion to execute the contract with Fraticelli Oil Co of Leominster to provide oil delivery services for the 2020/2021 heating season for the Emergency Home Heating Assistance Committee, for a price of \$1.79/gallon. The motion was seconded and passed unanimously.

**NEW BUSINESS**

2021 HOLIDAY LIST

H. Billings read the 2021 State/Federal Holiday list.

J. DeLisle made a motion to approve the 2021 Holiday List for town employees. The motion was seconded and passed unanimously.

**ADJOURNMENT**

The meeting was adjourned at 6:10 p.m.

Salvatore J. Albert Jr., Clerk

*(Prepared by S. Lahtinen)*