

**Members Present:** Wayne R. Walker, Heather M. Billings, James A. DeLisle

**Others Present:** Stephanie Lahtinen, Mike Fortin, Joe Flanagan

### **CALL TO ORDER**

W. Walker called the meeting to order at 6:00 p.m. in room 205 of the Town Hall. He announced that the meeting was being recorded by Ashburnham/Westminster Community Access TV.

### **ANNOUNCEMENTS**

### **APPROVALS**

#### WARRANTS

H. Billings made a motion to approve the following warrants.

June 30, 2016	Payroll 16-53B	\$71,121.19
July 7, 2016	Accounts Payable 17-01A	\$2,064,705.37
July 14, 2016	Payroll 17-02B	\$114,184.15
July 13, 2016	Deduction 17-02C	\$162,284.00

The motion was seconded and passed unanimously.

#### MINUTES OF JUNE 20, 2016 AND JUNE 30, 2016

J. DeLisle made a motion to approve the meeting minutes of June 20 and June 30, 2016. The motion was seconded and passed unanimously.

#### PAYROLL AUTHORIZATION – TOWN CLERK DEPARTMENT ASSISTANT

H. Billings made a motion to hire Cindy Hastings-Brutvan as the part-time Department Assistant for the Town Clerk's office. The motion was seconded and passed unanimously.

#### ACCEPT DONATION FROM AWCATV

H. Billings made a motion to accept a donation in the amount of \$6,513.55 from the Ashburnham-Westminster Community Access Television network, to assist in the payments to our Special Counsel who is negotiating our contract with Comcast. The motion was seconded and passed unanimously.

### **NEW BUSINESS**

### **EXECUTIVE SESSION**

There was no Executive Session needed at this meeting.

### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:04 p.m.

James A. DeLisle, Clerk  
(Prepared by S. Lahtinen)