

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

Others Present: Karen Murphy, Stephanie Lahtinen, Kevin Nivala, Ross Barber, Keith Harding, Jim Happy, Peter Mansfield

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

W. Walker announced that the Yankee Street Fair would be taking place this Sunday August 28, 2016 at the grounds of the Congregational Church. It is an all day celebration with music, vendors and more.

W. Walker announced that Cameron Rocheford has reached the rank of Eagle Scout. The Board of Selectmen will present him with a Certificate of Recognition for this achievement.

APPROVALS

WARRANTS

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

August 18, 2016	Accounts Payable 17-07A	\$166,953.10
August 25, 2016	Payroll 17-08B	\$189,394.83
August 24, 2016	Deduction 17-08C	\$155,662.00

The motion was seconded and passed unanimously.

MINUTES OF AUGUST 8, 2016

J. DeLisle made a motion to approve the meeting minutes of August 8, 2016. The motion was seconded and passed unanimously.

PAYROLL AUTHORIZATION – DPW

H. Billings made a motion to approve the payroll authorization for Kevin Descarreaux, to be transferred from the position of Truck Driver/Laborer to the System Operator for the Water/Sewer Department. The motion was seconded and passed unanimously.

PAYROLL AUTHORIZATION – FULL TIME BUILDING COMMISSIONER

H. Billings made a motion to appoint Paul Blanchard as full time Building Commissioner/Zoning Enforcement Officer. The motion was seconded and passed unanimously.

CUMBERLAND FARMS – COMMON VICTUALLER LICENSE

H. Billings made a motion to approve the application for a Common Victualler license from Cumberland Farms. Approval of this license is contingent on the Board of Health site visit approval. The motion was seconded and passed unanimously.

APPOINTMENT – CULTURAL COUNCIL

H. Billings made a motion to appoint Brenda Malloy, Margaret Romano and Susan Quigley-Belliveau to the Cultural Council. The motion was seconded and passed unanimously.

POLICE 911 TRAINING GRANT

H. Billings made a motion to execute the contract to approve the 911 Training Grant for the Police Department in the amount of \$10,000. The motion was seconded and passed unanimously.

WAIVE BUILDING PERMIT FEES FOR ACADEMY HILL BARN

H. Billings made a motion to waive the Building Department fees for the new window installation at the Academy Hill Barn. The motion was seconded and passed unanimously.

CONTRACTS:

AKUITY TECHNOLOGIES

H. Billings made a motion to execute a contract with Akuity Technologies for Server Virtualization as approved at the May 7, 2016 Annual Town Meeting, in the amount of \$46,230. The motion was seconded and passed unanimously.

BAKER AND TAYLOR

H. Billings made a motion to execute a one year contract with Baker and Taylor for books and library materials not to exceed \$25,000. The motion was seconded and passed unanimously.

HEARINGS/OTHER SCHEDULED MATTERS

CRACKER FESTIVAL UPDATE

Joe Serio discussed the second annual Westminster Cracker Festival with the Board. The event will be held on Saturday October 22, 2016 10:00am-5:00pm in the Village Square Plaza.

Mr. Serio indicated that the banners have been hung on Main Street and the committee is moving ahead with the plans for the event. He has been in contact with the Police, Fire and Board of Health regarding approvals for the festival and will be getting approval from other department heads as needed.

MONTY TECH – REQUEST TO WAIVE FEES

W. Walker indicated that the Board is deferring the request for the waiver of fees to a later date, until our Building Commissioner can make a more accurate determination on what the fees for the project would be.

Monty Tech representatives were present at the meeting and discussed the scope and timeline of the project with the Board.

EXECUTIVE SESSION

W. Walker moved that the board enter into Executive Session at 6:37 p.m. to discuss pending litigation and that the chairman declares that an open meeting may have a detrimental effect on the town's litigating position. H. Billings seconded the motion. Mr. Walker indicated that the meeting would adjourn directly following Executive Session. The motion was passed unanimously on a roll call vote.

ADJOURNMENT

There being no further business, the meeting was adjourned directly from executive session at 6:55 p.m.

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