

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

**Others Present:** Karen Murphy, Stephanie Lahtinen

### **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 by Ashburnham/Westminster Community Access TV.

### **ANNOUNCEMENTS**

H. Billings indicated that Crocker Pond will be open for the season beginning Memorial Day weekend. It will be open weekends only until June 21<sup>st</sup> and then everyday through Labor Day. Stickers are available at the pond from 10a-2p every day it's open.

### **APPROVALS**

#### WARRANTS

W. Walker made a motion to approve the following warrants.

4/27/17	17-43A	Accounts Payable	\$110,159.72
5/4/17	17-44A	Accounts Payable	\$29,507.69
5/4/17	17-44B	Payroll	\$187,229.62
5/3/17	17-44C	Deduction	\$163,626.51

The motion was seconded and passed unanimously.

#### MINUTES OF MAY 8, 2017

J. DeLisle made a motion to approve the minutes of May 8, 2017. The motion was seconded and passed unanimously.

#### PAYROLL AUTHORIZATION – PART TIME POLICE OFFICER

W. Walker made a motion to appoint Max Rameau as per diem Part Time Police Officer. The motion was seconded and passed unanimously.

#### PAYROLL AUTHORIZATION – CROCKER POND ATTENDANT

W. Walker made a motion to appoint Nolan Durkee as Crocker Pond Attendant, filling a vacancy. The motion was seconded and passed unanimously.

#### APPOINTMENT – SCHOOL RESOURCE OFFICER

W. Walker made a motion to appoint Officer Quinn Smith of the Ashburnham PD as a School Resource Officer. The motion was seconded and passed unanimously.

#### APPOINTMENT – BOARD OF REGISTRARS

W. Walker made a motion to appoint Sharon Taylor and Ella Denault to the Board of Registrars. The motion was seconded and passed unanimously.

#### CONTRACT – CROCKER POND WALKWAY

J. DeLisle made a motion to execute a contract with Bautista Masonry, Inc of Waltham, MA for \$14,000 for the installation of a walkway at Crocker Pond. The motion was seconded and passed unanimously.

#### GREEN COMMUNITIES CONTRACT EXTENSION

W. Walker made a motion to authorize H. Billings to sign the contract with the Commonwealth of MA Department of Energy Resources to extend the contract term for Green Communities from 5/30/17-5/30/18. The motion was seconded and passed unanimously.

## **HEARINGS AND OTHER SCHEDULED MATTERS**

### RIGHT OF FIRST REFUSAL – STATE ROAD WEST

The Board discussed the information on the property located on State Road West – Map 102, Lot 20. They noted that the Board of Assessors, Open Space Committee, DPW Commission, Conservation Commission, and Planning Board did not see any compelling public purpose for the Town to acquire the property.

Upon further review of the request, W. Walker noted a mathematic discrepancy in the numbers presented, and indicated that while he is conceptually in favor of the town not exercising its right of first refusal, the Board should hold the vote until they receive clarification regarding the acreage of land being discussed.

## **ONGOING BUSINESS/MISCELLANEOUS**

### SCHEDULE SPECIAL TOWN MEETING – CITIZENS' PETITION

W. Walker made a motion to schedule a Special Town Meeting, acknowledging receipt of a petition signed by more than 300 citizens, on Tuesday June 6, 2017 at 7:30pm in the Westminster Elementary School. The motion was seconded and passed unanimously.

The petition seeks to abandon Road #3, which is location between West Princeton Road and Davis Road.

### APPROVE VETERANS' SERVICES OFFICER JOB DESCRIPTION

W. Walker made a motion to approve the job description for the Veterans' Services Officer. The motion was seconded and passed unanimously.

### GRADE CLASSIFICATION FOR INSPECTIONAL SERVICES POSITIONS

W. Walker indicated that the Personnel Board is recommending the establishment of a separate grade classification for the inspectional services of Electrical Inspector, Plumbing and Gas Inspector and Local Inspector. The pay grade would be for Licensed Master Inspectors, with a pay range falling between the current Grades 5 and 6.

W. Walker made a motion to establish a Licensed Master Inspectors pay grade, effective July 1. The motion was seconded and passed unanimously.

## **EXECUTIVE SESSION**

There was no executive session at this meeting.

## **ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:24 p.m.

Wayne R. Walker, Clerk  
(Prepared by S. Lahtinen)