

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

Others Present: Stephanie Lahtinen, Steve Wallace

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 stated that the Special Election will be held on Tuesday June 20, 2017. The polls will be open from 7am-8pm at Westminster Elementary School. She also noted that there is currently a vacancy on the Planning Board, and anyone interested in filling the position should contact Karen Murphy.

APPROVALS

WARRANTS

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

5/25/17	Accounts Payable 17-47A	\$670,185.15
6/1/17	Accounts Payable 17-48A	\$80,869.38
6/1/17	Payroll 17-48B	\$213,424.38
5/31/17	Deduction 17-48C	\$185,418.58
6/8/17	Accounts Payable 17-49A	\$185,418.58

The motion was seconded and passed unanimously.

MINUTES OF MAY 22, 2017 AND JUNE 6, 2017

W. Walker made a motion to approve the minutes of May 22nd and June 6th. The motion was seconded and passed unanimously.

YANKEE STREET FAIR REQUEST TO USE OLD TOWN HALL GROUNDS

W. Walker made a motion to approve the use of the Old Town Hall grounds by the Congregational Church for their Annual Yankee Street Fair to be held on June 24th. The motion was seconded and passed unanimously.

PAYROLL AUTHORIZATION – HIGHWAY DEPARTMENT TRUCK DRIVER/LABORER

W. Walker made a motion to hire Alan Bourgeois Jr. as Highway Truck Driver/Laborer, filling a vacancy. The motion was seconded and passed unanimously.

PAYROLL AUTHORIZATION – LAND USE ADMIN ASSISTANT

J. DeLisle made a motion to hire Janet Baczewski as part time Land Use Administrative Assistant, a new part time position in the Building Department. The motion was seconded and passed unanimously.

PAYROLL AUTHORIZATION – CROCKER POND SUPERVISOR

W. Walker made a motion to approve a pay increase reflective of seven years of service, to Adam Cloutier. The motion was seconded and passed unanimously.

PAYROLL AUTHORIZATION – POLICE DEPARTMENT PART TIME/PER DIEM DISPATCHER

W. Walker made a motion to approve the hiring of Madison Chevarie as a part time/per diem Dispatcher. The motion was seconded and passed unanimously.

AUTHORIZATION TO USE GRANGE FUND FOR INSTALLATION OF WATER SERVICE AT TOWN HALL

W. Walker made a motion to authorize the expenditure of \$2985.27 from the Grange Fund to accommodate the water extension to the Town Common/Gazebo the total cost of the project is expected to be approximately \$4000. The motion was seconded and passed unanimously.

CONTRACT – DESIGN/PRINT REGIONAL FACT SHEET FOR ECONOMIC DEVELOPMENT COMMITTEE

W. Walker made a motion to execute a contract with Lynne Fountain Creative for the design, layout, and printing costs for the production of a Regional Fact Sheet. The motion was seconded and passed unanimously.

CONTRACT – MAINTENANCE FOR TOWN PRINTERS

W. Walker made a motion to execute a contract with Connecticut Business Systems (CBS) to provide maintenance and supplies to the printers and copiers not covered in our lease agreements. The contract will be for one year, at a cost of \$300/mo. The motion was seconded and passed unanimously.

NEW BUSINESS

TOWN PLANNER – REVISED WORK PLAN

Steve Wallace, Town Planner presented several revisions and updates to the annual work plan he had provided to the Selectmen in January of this year. Additions to the work program included: draft a retail marijuana moratorium for consideration at the November Special Town Meeting; work with the Planning Board on a set of Low Impact Development (LID) regulations, to accompany the LID bylaw.

FY2018 BOARD REAPPOINTMENTS

H. Billings made a motion to reappoint the following, for the term length indicated below.

Agricultural Commission	Mary-Louise	Altobelli	6/30/2020
Agricultural Commission	Dean	Johnson	6/30/2020
Cultural Council	Leeann	Lamsa	6/30/2020
Cultural Council	Mary	Waight	6/30/2020
Historical Commission	Carole	Bramante	6/30/2020
Liquor Commission	Gary	McDonald	6/30/2020
Parks & Recreation	Sam	Albert	6/30/2020
Public Works Commission	Scott	Ryder	6/30/2020
Zoning Board - Associate	John	Bowen	6/30/2020
Zoning Board - Associate	Edwin E.	Kaarela	6/30/2020
Zoning Board - Member	Aime	DeNault	6/30/2020
Veterans' Graves Officer	Mark	Landry	6/30/2018
Veterans' Services Agent	George	Kincannon	6/30/2018
Assistant Animal Control Officer	Cheryl	Slack	6/30/2018
Assistant Animal Control Officer	Kim	Landry	6/30/2018
Assistant Animal Control Officer	Robyn	Southern Inniss	6/30/2018
Emergency Management	Charles	Clarkson	6/30/2018
Emergency Management	Jeffrey	Curtis	6/30/2018
Emergency Management	Gilbert	Parks	6/30/2018
Emergency Management	Robert	Hamm	6/30/2018
Emergency Management	Clay	Swenor	6/30/2018

Emergency Management Radio Operator	Bill	Leger	6/30/2018
Fire Chief, Forest Warden & EM Dir.	Kevin	Nivala	6/30/2018
Building Commissioner	Paul	Blanchard	6/30/2018
Alt Building Commissioner	Sarah	Culgin	6/30/2018
Insp. of Plumbing & Gas Piping	Tom	Wiinikainen	6/30/2018
Ass't. Insp. of Plumb. & Gas Piping	Wayne	Little	6/30/2018
Ass't. Insp. of Plumb. & Gas Piping	James	Imprescia	6/30/2018
Inspector of Wiring	Loring H.	Barrett	6/30/2018
Inspector of Wiring - Alternate	Harry	Parvianen	6/30/2018
Inspector of Wiring - Alternate	Richard	Cannavino	6/30/2018
Police Chief/Special Constable	Sam	Albert	6/30/2018
Special Officer	Leroy	Hawkins	6/30/2018
Special Officer	Steven	Couture	6/30/2018
Full Time Police Officer	Andrew	Loescher	6/30/2019
Part Time Police Officer	K-9	Bruin	6/30/2018
Part Time Police Officer	Quinn	Smith	6/30/2018
Part Time Police Officer	David	LeBlanc	6/30/2018
Part Time Police Officer	Christopher	Conrad	6/30/2018
Part Time Police Officer	John	Boucher	6/30/2018
Part Time Police Officer	Nick	Aveni	6/30/2018
Part Time Police Officer	Colin	Banahan	6/30/2018
Part Time Police Officer	Max	Rameau	6/30/2018
Part Time Police Officer	Robert	Siano	6/30/2018
Police Matron	Nanette	Pierce	6/30/2018
Police Matron	Michelle	Chevarie	6/30/2018

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 6:25 p.m.

Wayne R. Walker, Clerk

(Prepared by S. Lahtinen)