

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

Others Present: Karen Murphy, Stephanie Lahtinen. Keith Harding

CALL TO ORDER

J. DeLisle 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 and broadcast live by Ashburnham/Westminster Community Access TV.

ANNOUNCEMENTS

APPROVALS

WARRANTS

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

November 5, 2018	Accounts Payable	19-21A	\$1,093,405.92
November 10, 2018	Payroll	19-20B	\$184,436.35
November 10, 2018	Deduction	19-20C	\$97,266.22

The motion was seconded and passed unanimously.

MINUTES OF NOVEMBER 26, 2018

W. Walker made a motion to approve the minutes of November 26, 2018. The motion was seconded and passed unanimously.

PUBLIC SAFETY BUILDING FEASIBILITY STUDY CONTRACT – TECTON ARCHITECTS

W. Walker made a motion to approve the contract with Tecton Architects for the Public Safety Building Feasibility Study in the amount of \$24,000. The motion was seconded and passed unanimously.

HOME HEATING ASSISTANCE PROGRAM HEATING OIL CONTRACT

W. Walker made a motion to approve the contract with Fraticelli Oil of Leominster for the delivery of #2 heating fuel at a price of \$2.61/gallon. The motion was seconded and passed unanimously.

PAYROLL AUTHORIZATION – COA VAN DRIVER

W. Walker made a motion to hire Donald Tardy as a substitute van driver for the Council on Aging. The motion was seconded and passed unanimously.

PAYROLL AUTHORIZATION – CALL FIREFIGHTER

W. Walker made a motion to hire Corey Leary as a per diem On Call Firefighter. The motion was seconded and passed unanimously.

HEARINGS/OTHER SCHEDULED MATTERS

HOLMES PARK WATER DISTRICT INTERMUNICIPAL AGREEMENT

W. Walker made a motion to enter into an Intermunicipal Agreement with the Holmes Park Water District, whereby the Town will take over management as per the agreement. The motion was seconded and passed unanimously.

NEW BUSINESS

DECLARE PROPERTY SURPLUS AND AVAILABLE FOR DISPOSAL – MILES AVENUE

W. Walker made a motion to declare the property off Miles Avenue (Assessors Map 104, Parcel 14) as surplus, and for sale to the highest bidder for a minimum bid of \$10,000. The motion was seconded and passed unanimously.

EXECUTIVE SESSION

J. DeLisle moved that the board enter into Executive Session at 6:21 p.m. according to MGL Ch. 30A, s. 21(a)(6) to consider the purchase, exchange, lease, or value of real estate (Wyman Pond). W. Walker 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

The meeting was adjourned directly from Executive Session at 7:05 p.m.

Heather M. Billings, Clerk
(Prepared by S. Lahtinen)