

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

Others Present: Karen Murphy, Melody Smith, Steve Wallace, Ellen Sheehan, Don Frigoletto; Stephen Landry, Fitchburg Sentinel and Enterprise

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 and the Fitchburg Sentinel and Enterprise.

ANNOUNCEMENTS

HEARINGS/OTHER SCHEDULED MATTERS

FY2019 TAX CLASSIFICATION HEARING

Don Frigoletto indicated that the Board of Assessors recommends that the Board of Selectmen adopt a residential factor of one (1).

W. Walker made a motion to accept a residential factor of one (1), which will result in all classes (residential, commercial, industrial, and personal property) being taxed at the same rate in FY2019 and to authorize the Assessors to signify the Board of Selectmen's approval electronically if required. The motion was seconded and passed unanimously.

APPROVALS

WARRANTS

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

December 12, 2018	Accounts Payable	19-36A	\$1,093,405.92
-------------------	------------------	--------	----------------

The motion was seconded and passed unanimously.

MINUTES OF DECEMBER 3, 2018

W. Walker made a motion to approve the minutes of December 3, 2018. The motion was seconded and passed unanimously.

BOND ANTICIPATION NOTE – FIRE TRUCK

Melody Smith was present to request the approval of a Bond Anticipation Note in the amount of \$600,000 for a Fire Truck with Greenfield Cooperative Bank at an interest rate of 2.60%.

W. Walker made a motion to execute the Bond Anticipation Note Renewal, in the amount of \$600,000 for a term to run 12/27/18-12/27-19 with Greenfield Cooperative Bank, at an interest rate of 2.60%. The motion was seconded and passed unanimously.

INTERFUND BORROWING – WATER TANK

W. Walker made a motion to approve an Interfund Borrowing for \$77,000 from Stabilization to put toward the Ellis Road Water Tank Project. The motion was seconded and passed unanimously.

2019 SENIOR TAX WORKOFF PROGRAM

W. Walker made a motion to approve the updates to the Senior Tax Workoff Program for 2019, which include giving the maximum benefit allowed under the law. The amount of credit available to the senior will increase from \$1000 annually to \$1500 annually. The motion was seconded and passed unanimously.

APPOINTMENT – ASSISTANT ANIMAL CONTROL OFFICER

W. Walker made a motion to appoint Nina Decot as Assistant Animal Control Officer, based on the recommendation by Acting Chief Mike McDonald. The motion was seconded and passed unanimously.

NEW BUSINESS

TAX DELINQUENT PARCEL REVIEW

Melody Smith, Treasurer/Collector and Steve Wallace, Town Planner updated the Board on the current properties in town that are under tax title. The properties on this list range from vacant locations, owner unknown properties, properties where the owner has a valid payment agreement, foreclosures and land court cases.

The Board discussed the list of properties in tax title as well as the value associated with the unpaid taxes.

WACHUSETT BREWING PARKING LICENSE EXTENSION

W. Walker made a motion to extend the Parking License for an additional three months, in order for the Town to have time to convey the land to Wachusett Brewery. The motion was seconded and passed unanimously.

TOWN GOVERNMENT STUDY COMMITTEE REQUEST TO SCHEDULE SPECIAL TOWN MEETING

W. Walker made a motion to hold a Special Town Meeting on Tuesday April 2, 2019 at 7:30pm at the Westminster Elementary School, there will be one article regarding the Town Charter proposed by the Town Government Study Committee. The motion was seconded and passed unanimously.

NEW EMPLOYEE HANDBOOK AND POLICIES

W. Walker indicated that the Town Administrator, Personnel Administrator and Personnel Board have been working on a new employee handbook, which has been reviewed by counsel as well as department heads.

W. Walker made a motion to approve the new Employee Handbook and Policies. The motion was seconded and passed unanimously.

2019 LICENSE RENEWALS

W. Walker made a motion to approve the following licenses for 2019;

#19	Type	Fee	Name	Company Name
#01	Common Victualler	\$ 50.00	Joe Serio	Serio Brothers, Inc. dba Westminster Pharmacy
#04	Common Victualler	\$ 50.00	James Crowley	Wachusett Mountain Associates, Inc.
#05	Common Victualler	\$ 50.00	Daniel LeBlanc	Douglas E. Hicks VFW Grill
#06	Common Victualler	\$ 50.00	Sean J. McNally	Blueprint Bar and Grille
#07	Common Victualler	\$ 50.00	Donald Foster	The Old Mill Restaurant
#08	Common Victualler	\$ 50.00	Laura Caron-Gustus	Westminster Golf Course
#09	Common Victualler	\$ 50.00	Sean McNally	McNallys Grille & Pub
#11	Common Victualler	\$ 50.00	Richard Nicholson	Eurest Dining At Tyco F & S
#12	Common Victualler	\$ 50.00	Priscilla Panagiotidis	Stefanos' House of Pizza
#13	Common Victualler	\$ 50.00	Derek Strazdas	Kay's Dairy Bar
#14	Common Victualler	\$ 50.00	Victor Abdo	Mike's Pizza
#15	Common Victualler	\$ 50.00	Dan Bartkus	The Woods of Westminster
#16	Common Victualler	\$ 50.00	Tracy Girard-Simeone	The Angler Fish Market & Chowder Co., Inc.
#17	Common Victualler	\$ 50.00	Huazhen Chen	Green Tea
#20	Common Victualler	\$ 50.00	Beth Bowen	The Narrows Bed & Breakfast
#21	Common Victualler	\$ 50.00	Laura Salvucci	Cumberland Farms
#22	Common Victualler	\$50.00	Edward LaFortune	Wachusett Brewery
#24	Common Victualler	\$ 50.00	Santa Maria	Town House of Pizza
#02	Amusements	\$200.00	Laura Caron-Gustus	Westminster Golf Course
#01	Amusements	\$ 200.00	Sean J. McNally	Blueprint Bar and Grille
#01	Class II	\$ 50.00	John Laserte	North Atlantic Trading Co.
#02	Class II	\$ 50.00	Charles T. Branch III	Albert's Used Cars
#03	Class II	\$ 50.00	Steven W. Donahue	Westminster Collision
#01	Class III	\$ 50.00	Charles T. Branch III	Albert's Used Cars

The motion was seconded and passed unanimously.

ADJOURNMENT

The meeting was adjourned at 6:25 p.m.

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