

Members Present: James A. DeLisle, Heather M. Billings

Members Absent: Wayne R. Walker

Others Present: Karen Murphy, Stephanie Lahtinen, Melody Smith, Ellen Sheehan, Michael McDonald, Max Rameau, Connor Furey

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

J. DeLisle announced that the Annual Town Election will be held tomorrow April 30th from 7am-8pm at Westminster Elementary School and that the Annual Town Meeting will be held on Saturday May 4th at 1:00pm at the elementary school.

APPROVALS

WARRANTS

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

April 25, 2019	Accounts Payable 19-43A	\$123,189.79
May 1, 2019	Payroll 19-44B	\$171,332.53
May 2, 2019	Deduction 19-44C	\$196,950.44

The motion was seconded and passed unanimously.

MINUTES OF APRIL 22, 2019

W. Walker made a motion to approve the minutes of April 22, 2019. The motion was seconded and passed unanimously.

PAYROLL AUTHORIZATION

Full Time Police Officer

H. Billings made a motion to appoint Max Rameau as a full time Police Officer, filling a vacancy. The motion was seconded and passed unanimously.

Town Clerk Ellen Sheehan performed the swearing in ceremony for Officer Rameau.

Full Time Dispatcher

H. Billings made a motion to appoint Connor Furey as full time dispatcher and part time police officer, filling a vacancy. The motion was seconded and passed unanimously.

Part-Time Dispatcher

H. Billings made a motion to appoint Elizabeth Goldsmith as part time dispatcher. The motion was seconded and passed unanimously.

SENIOR HOUSING LAND DEVELOPMENT AND LEASE AGREEMENTS

The Senior Housing agreements are with Commonwealth Community Developers, LLC (CCD), the developer who was awarded the project to construct and manage 50 units of affordable senior housing on the property behind the Senior/Community Center. The Town will retain ownership of the land and lease it to

CCD for a period of 99 years. CCD will own and manage the project as a private entity. The Land Development Agreement is similar to a purchase and sale agreement; it lists all the conditions that must be satisfied before the Town leases the property. CCD must obtain financing and all its permits before the Town signs the ground lease.

The ground lease covers the construction of the project; it restricts the project to affordable senior housing units only and will allow a 4-year construction period in two phases.

H. Billings made a motion to approve the land development and ground lease agreements with Commonwealth Community Developers, LLC. The motion was seconded and passed unanimously.

FITCHBURG TOWER LICENSE AGREEMENT – CROWN ATLANTIC COMPANY, LLC

H. Billings made a motion to enter into a lease agreement for the use of the communications tower on Franklin Road in Fitchburg, to enhance police and fire communications with the installation of two 24" microwave dishes for \$400/month. The motion was seconded and passed unanimously.

USDA LOAN CLOSING DOCUMENTS – SEWER SYSTEM IMPROVEMENT PROJECT

H. Billings moved that the Board of Selectmen of the Town of Westminster, Massachusetts (the "Town"), certify that at a meeting of the board held April 29, 2019, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official records of the board in my custody:

Voted: that the sale of the following 2.75 percent Bond of the Town dated May 10, 2019 (the "Bond"),

\$1,981,500 Sewer Bond payable in annual principal installments of \$53,554 on May 10 in each of the years 2020 through 2055, inclusive and \$53,556 on May 10, in the year 2056 with interest thereon calculated from May 10, 2019, to the United States of America, acting through the Rural Utilities Service, United States Department of Agriculture at par and accrued interest, if any, is hereby confirmed.

Further Voted: that the annual installment amounts may be subsequently amended by the United States of America, acting through the Rural Utilities Service, United States Department of Agriculture, to make minor rounding or computation adjustments, and we hereby authorize the Treasurer to approve such minor changes in the payment schedule, provided that the principal amount, interest rate and term of the Bond remain unchanged.

Further Voted: that the Bond shall be subject to redemption upon such terms and conditions as are set forth in the Bond.

Further Voted: that each member of the Board of Selectmen, the Board of Public Works Commissioners, the Town Clerk, the Town Treasurer and any other officials of the Town be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

The motion was seconded and passed unanimously.

EXECUTIVE SESSION

There was no executive session at this meeting.

ADJOURNMENT

The meeting was adjourned at 6:15 p.m.

Heather M. Billings, Clerk

(Prepared by S. Lahtinen)