

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

**Others Present:** Karen Murphy, Stephanie Lahtinen, Keith Harding, Gary McDonald; Ned LaFortune, Wachusett Brewery; Christian McMahan, Wachusett Brewery

#### **CALL TO ORDER**

W. Walker 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

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

July 18, 2019	Accounts Payable 20-04A	\$1,614,791.82
July 25, 2019	Payroll 20-04B	\$232,084.68
July 24, 2018	Deduction 20-04C	\$205,819.87

The motion was seconded and passed unanimously.

##### MINUTES OF JULY 8, 2019

H. Billings made a motion to approve the minutes of July 8, 2019. The motion was seconded and passed unanimously.

##### PAYROLL AUTHORIZATION

##### *Reserve Police Officer*

H. Billings made a motion to appoint Phil Kearns as a Reserve Police Officer. The motion was seconded and passed unanimously.

##### YANKEE STREET FAIR REQUEST TO USE OLD TOWN HALL LAWN

H. Billings made a motion to approve the use of the Old Town Hall lawn for the Yankee Street Fair on August 24, 2019. The motion was seconded and passed unanimously.

##### NEIGHBORS HELPING NEIGHBORS – REQUEST TO WAIVE TENT PERMIT FEES

H. Billings made a motion to waive the tent permit fees for the Neighbors Helping Neighbors Town Benefit Day, totaling \$150. The motion was seconded and passed unanimously.

#### **HEARINGS/OTHER SCHEDULED MATTERS**

##### WACHUSETT BREWING COMPANY – OVERFLOW PARKING LICENSE (CONT.)

Representatives from the Brewery were present to discuss the parking permit extension.

N. LaFortune indicated that the Brewery had complied with the conditions set forth at the last meeting, and were keeping in consistent contact with the Town officials.

H. Billings made a motion to extend the parking agreement until August 19, 2019. The motion was seconded and passed unanimously.

## **NEW BUSINESS**

### APPROVE JOB DESCRIPTION AND GRADE CLASSIFICATION FOR PUBLIC WORKS EXECUTIVE ASSISTANT POSITION

H. Billings made a motion to approve the job description and classification for the Public Works Executive Assistant position, based on the recommendation of the Personnel Board. The motion was seconded and passed unanimously.

### APPOINT REPRESENTATIVE FOR AWRSD SUPERINTENDENT SEARCH COMMITTEE

J. DeLisle made a motion to appoint H. Billings as the Selectmen Representative on the AWRSD Superintendent Search Committee.

W. Walker indicated that the Board is aware that H. Billings' husband is involved with the school district as a coach for football, basketball and lacrosse and has determined that it will not cause a conflict or prevent H. Billings from being an impartial representative.

The motion was seconded and passed unanimously.

## **EXECUTIVE SESSION**

There was no executive session at this meeting.

## **ADJOURNMENT**

The meeting was adjourned at 6:17 p.m.

James A. DeLisle, Clerk

*(Prepared by S. Lahtinen)*