

Members Present: John F. Fairbanks, Wayne R. Walker, Heather M. Billings

CALL TO ORDER

J. Fairbanks 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 by Ashburnham/Westminster Community Access TV.

ANNOUNCEMENTS

J. Fairbanks stated that a special election has been scheduled for Tuesday, November 3, 2015 from 7:00 a.m. to 8:00 p.m. at the Westminster Elementary School. There will be one question on the ballot, asking voters whether or not they approve a debt exclusion to borrow \$2.5 million for the Whitman River Sewer System Improvements Project.

MART Bus service began in Westminster on Tuesday, October 13th. Information is available at Town Hall, the Public Safety Building, Library and Senior Center, as well as the town website and www.mrta.us

The Board is accepting letters of interest to fill nine positions on the Town Government Study Committee, five of these positions are for citizens at large and four for elected or appointed town officials. Anyone interested is asked to contact Karen Murphy, Town Administrator.

The Board of Health will be holding a flu clinic on October 29th from 9:30am-11:30am at the Community Senior Center, and will be open to all town employees and Westminster residents 60+.

APPROVALS

MINUTES

W. Walker made a motion to approve the minutes of October 5, 2015. The motion was seconded and passed unanimously.

WARRANTS

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

October 19, 2015	Accounts Payable 16-15A	\$75,109.62
	Payroll 16-15B	\$189,664.09
	Deduction 16-15C	\$168,746.83

The motion was seconded and passed unanimously.

PAYROLL AUTHORIZATION – HIGHWAY DEPARTMENT

W. Walker made a motion to approve the hiring of Timothy Kelley as SMEO/Laborer/Equipment Operation for the DPW. The motion was seconded and passed unanimously.

Mr. Walker thanked retiree, Tom Sutela for all of his years of dedicated service to the town of Westminster.

PAYROLL AUTHORIZATION – POLICE

W. Walker made a motion to approve the hiring of Edwin Sepulveda as a part time dispatcher. The motion was seconded and passed unanimously.

PAYROLL AUTHORIZATION – FIRE

W. Walker made a motion to approve the hiring of Ryan Snee and Michael Sheehan as full time firefighters. The motion was seconded and passed unanimously.

9-1-1 GRANT APPLICATION

W. Walker made a motion for the chairman to sign the 9-1-1 Grant Application in the amount of \$21,129.00 for the Police Department. The motion was seconded and passed unanimously.

HEARINGS/OTHER SCHEDULED MATTERS

APPROVAL OF NEW CLASSIFICATION AND COMPENSATION PLAN

Don Jacobs updated the Board on the status of his work with the Classification and Compensation Plan for the Town. D. Jacobs has continued working with the Personnel Board, Personnel Administrator and Town Administrator on this plan. He reviewed the methods used and the market data he surveyed for the draft plan up to this point. One of the major changes proposed is to take the current 13 grade payscale down to six grades, in order to more effectively match the organization of employees in the town.

W. Walker made a motion to approve the Employee Classification Plan as presented by Mr. Jacobs. The motion was seconded and passed unanimously.

The Board discussed the compensation plan and indicated that they would like to see more information about it before approving that portion of the plan.

BOARD OF HEALTH - MOSQUITO CONTROL PROGRAM

Representatives from the Massachusetts Mosquito Control Program as well as from Vector Control were present at this evening's meeting to discuss the different measures of mosquito control available to the town. The purpose in order to mitigate the disease carrying mosquito population in the area.

Both groups presented the varying options available to the town to survey and manage the current mosquito population.

HEARING (CONTINUED) – ORDER TO DEMOLISH AND SECURE PROPERTY AT 191 SOUTH ASHBURNHAM ROAD

W. Walker made a motion for the Board of Selectmen to sign and issue the Order to Demolish and Secure the property owned by Christian Dellogono at 191 South Ashburnham Road. The motion was seconded and passed unanimously.

ONGOING BUSINESS

APPROVE FY2017 BUDGET CALL LETTER

The Board of Selectmen, members of the Advisory Board and Capital Planning Committee discussed the draft FY2017 Budget Call Letter. The group suggested edits to wording regarding the Capital Plan and indicated that the letter would be distributed in early November.

NEW BUSINESS

SCHEDULE NOVEMBER 17, 2015 FALL TOWN MEETING

- *Review Draft List of Articles*

The Board of Selectmen reviewed the draft list of articles for the Fall Town Meeting.

It was the consensus of the Board to remove Article 5, Fund a Mosquito Control Program; however the Board of Health would be invited to make a presentation at the town meeting.

The Board also removed Article 12, Change the Town Clerk from Elected to Appointed from the list.

W. Walker made a motion to request that the School Committee agree to remove Article 10, Amend Regional School District Agreement from the draft list of Articles. The motion was seconded and passed unanimously.

The Board continued review of the warrant articles and requested the following employees to be present at the next meeting David Monty to discuss Article 8, regarding the IT Backup Solution; Sue Fisher to discuss Article 3, Full Time COA Assistant and Josh Hall to discuss Article 6, funding for Bathrick Road Engineering.

W. Walker made a motion to schedule the Fall Town Meeting on Tuesday November 17, 2015 at 7:30 p.m. at the Westminster Elementary School and to close the warrant this evening. The motion was seconded and passed unanimously.

EXECUTIVE SESSION

There was no need for an Executive Session at this meeting.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:31 p.m.

Heather M. Billings

Clerk

(Prepared by S. Lahtinen)