

Town of Westminster – Select Board Meeting Minutes – Monday, May 16, 2022

Members Present: Heather M. Billings, Salvatore Albert, Jr., Melissa A. Banks

Staff Present: Stephanie Lahtinen, Tamie Chiarelli

Others Present: Wayne Walker, Bob Sampson, Nancy Sampson, Joe Serio, Lee Pelletier, Nick Pelletier, Alan Twomley, Debbie Perla, William Perla, Marie Auger, Greg Buckman, Carol Urban, Lisa Rochleau, Marica Sharkey, Gary Streeter, Von Salmi, John Kane, Gary McDonald, Carol Christiansen, Shelly Wells, Robert Murphy, Steffen Nielsen, Tom Paquette, Byron James, Peter Normandin, Melody Smith, Ellen Sheehan, Betsy Hannula, Charles Arsenault, Laura Arsenault, James Gaudet, Kim Samson, David McKeehan

REORGANIZE BOARD

H. Billings motioned to reorganize the Select Board as follows:

Chairman – Sam Albert

Vice-Chair – Heather Billings

Clerk – Melissa Banks

The motion was seconded and passed unanimously.

CALL TO ORDER

S. Albert called the meeting to order at 5:00 PM in room 205 of the Town Hall. He announced that the meeting was being recorded and broadcast live by Ashburnham/Westminster Community Media.

ANNOUNCEMENTS

Light the Town Purple: Marcia Sharkey, of the Relay for Life was present to announce the Westminster Light the Town Purple event will be held on Academy Hill this Wednesday, May 18th. She also presented the Town and the Senior Center a plaque for our participation and support to the Relay for Life in previous years.

APPROVALS

WARRANTS:

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

Accounts Payable #22-46A \$164,822.55 5/16/22

The motion was seconded and passed unanimously.

MINUTES OF APRIL 25, 2022

H. Billings made a motion to approve the minutes of April 25, 2022. The motion was seconded and passed unanimously.

TREASURER/COLLECTOR – BAN RENEWAL (2):

H. Billings made a motion to approve and sign two (2) Bond Anticipation Note renewals:

BAN – Rte 140 Roadwork Design - Greenfield Cooperative Bank:

Interest Rate: 1.700 Principal: \$164,000.00 Interest: \$2,780.26 Total: \$166,780.26

BAN – Ellis Road Water Tank - Greenfield Cooperative Bank:

Interest Rate: 1.700 Principal: \$1,916,428.00 Interest: \$22,895.99 Total: \$1,939,323.99

The motion was seconded and passed unanimously. Ellen Sheehan, Town Clerk, was present to witness the signatures.

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REPRESENTATION AGREEMENT – NAPOLI SHKOLNICK, LLP:

H. Billings made a motion to approve and sign into a representation agreement with Napoli Shkolnick, LLP, to assist the Town with the investigation of the PFAS, 1,4-Dioxane, or emerging unregulated contamination of the groundwater in the Town. The motion was seconded and passed unanimously.

PAYROLL AUTHORIZATIONS:

H. Billings made a motion to approve the payroll/change request and authorization for Jennifer Duquette as Assistant Town Clerk, following the retirement of Betsy Haley-Cormier. The motion was seconded and passed unanimously.

H. Billings made a motion to approve the payroll/change request and authorization for Stephanie Wiseman as Town Clerk Office Assistant. The motion was seconded and passed unanimously.

H. Billings made a motion to approve the payroll/change request and authorization for Steven Pereira as on call/per diem firefighter. The motion was seconded and passed unanimously.

H. Billings made a motion to approve the payroll/change request and authorization for Dylan Gage as seasonal Parks and Recreation Field Maintenance. The motion was seconded and passed unanimously.

APPOINTMENTS:

H. Billings made a motion to vote and appoint Rebekah Traylor to the Parks and Recreation Committee through June 30, 2024. The motion was seconded and passed unanimously.

H. Billings made a motion to vote and appoint Vic Pelletier to the Conservation Commission through June 30, 2024. The motion was seconded and passed unanimously.

NEW BUSINESS

WYMAN LAKE ASSOCIATION:

Lee Pelletier was present, and spoke on behalf of Wyman Lake Association, to request the Town's assistance to put together a joint meeting with all involved DPW personnel in Fitchburg, Mayor DiNatale and the State Representative, Westminster Select Board and DPW Director in regards to the dam on Wyman's Lake, as it is owned by the City of Fitchburg and the concerns of the aging, deterioration and hazards of the dam. S. Albert indicated that the Board and staff would pursue scheduling a joint meeting to discuss the concerns of the residents.

OLD TOWN HALL/HISTORIC MEETINGHOUSE RFP (CONTINUED):

Continued from the April 25, 2022 meeting:

Following the vote of the meeting on April 25, 2022, Pillar & Post, LLC, submitted a 30B Complaint to the Inspector General's Office citing the Town for violations within the procurement process. The Town sought the opinion of Counsel on how to proceed. Counsel stated that it would be appropriate for the Select Board to rescind the award previously voted and award to the bidder according to the RFP criteria and the recommendation for the RFP Review Committee of the bidder that was rated as being the most advantageous.

S. Albert read the complaint submitted to the Inspector General's office by Pillar & Post and the action regarding acceptance of proposals and award of contract that was the advice from Counsel.

Joe Serio (Community Arts Bidder), spoke on his behalf, as well as other residents present.

No action was taken by the Select Board.

SELECT BOARD MEETING SCHEDULE:

The following dates were selected for the next set of Select Board meetings in 2022, being held on Mondays at 5:00 PM in Town Hall:

May, 23, June 6, June 27, July 11, Aug 1, Aug 15, Aug 29, Sep 12, Sep 26, Oct 17, Oct 24

SELECT BOARD LIAISON ASSIGNMENTS:

The Select Board Members have been assigned and reassigned to the following boards/committees:

Melissa Banks: Capital Planning Committee / Economic Committee / Public Safety Committee (pending)

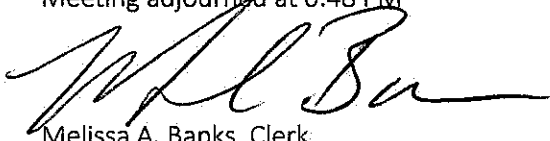
Salvatore Albert: Personnel Board / Sick Leave Bank Committee

Heather Billings: MBTA Advisory Committee/ MART Representative/ Open Space Committee/Solid Waste Advisory Committee

EXECUTIVE SESSION (NONE)

ADJOURNMENT

Meeting adjourned at 6:48 PM

A handwritten signature in black ink, appearing to read 'M. Banks', is written over the printed name.

Melissa A. Banks, Clerk

(Prepared by T. Chiarelli)

EXHIBITS:

- Town Administrator's Report
- Warrant (1)
- Minutes from April 25, 2022 meeting
- Relay for Life Plaques (2)
- BAN Renewal for Route 140 Re-design
- BAN Renewal for Route Ellis Road Water Tank
- PFAS Representation Agreement
- National Grid Grant for Easement Agreement
- Signatory Authorization for M. Banks
- Payroll Authorization (4)
- email from Town Council
- email of complaint to Inspector General