

***Town of Westminster – Select Board Meeting Minutes – Monday, March 28, 2022***

**Members Present:** Heather M. Billings, James A. DeLisle, Salvatore Albert, Jr.

**Staff Present:** Stephanie Lahtinen, Tamie Chiarelli

**Others Present:** Chief Kyle Butterfield, Chief Ralph LeBlanc, Melissa Banks, Steve Wallace, Thomas Paquette, Byron James, Thomas Arsenault, Joseph Serio, M.L. Altobelli, Betsy Hannula, Susan Millman, Joan Longcope, Sheryl Vaillette, Roni Beal, Javier Morales

**CALL TO ORDER**

J. Delisle 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.

**APPROVALS**

WARRANTS:

S. Albert made a motion to approve the following warrants:

Accounts Payable	#22-39A	3/28/22	\$142,287.16
Payroll	#22-39B	3/31/22	\$233,919.78

The motion was seconded and passed unanimously.

MINUTES OF MARCH 21, 2022

S. Albert made a motion to approve the minutes of March 21, 2022. The motion was seconded and passed unanimously.

**NEW BUSINESS**

OLD TOWN HALL – RFP REVIEW COMMITTEE RECOMMENDATION:

The Town Planner, Steve Wallace, was present to discuss the recommendation from the Old Town Hall RFP Review Committee and the rating results of the three proposals received. The six (6) member committee rated each proposal on their own, then met as a group on March 10, 2022 and evaluated each proposal, of the three (3) proposals, the average scores out of a maximum of 115 points, resulted in the following:

Pillar & Post LLC	93.7 points
Community Arts Foundation, Inc.	79.8 points
Historic Meetinghouse Coalition	77.7 points

Thomas Paquette (Pillar & Post, LLC) was present and introduced himself and said he was available for any questions or concerns of his proposal.

Thomas Arsenault, (Resident of Westminster) was present and spoke in favor of preserving the integrity of the Old Town Hall, the historic value and the use of it once again as a meeting place and use for the cultural & arts.

Betsy Hannula, (Historic Meetinghouse Coalition) was present and spoke on behalf their proposal of keeping the integrity of the Old Town Hall for community use again, utilizing a commercial kitchen and the use of cultural events, arts and a historical museum.

Joseph Serio, (Community Arts Foundation, Inc) was present and spoke on behalf of his proposal and provided his insight and support of preserving the Old Town Hall and making it a community center. He rebutted the fact of receiving such a low score on community use and expressed his concerns on the selection of the committee members. He stated that he met with the architectural firm and couldn't include it with his proposal due to the meeting took place after the proposal's due date. He also indicated that it should be a decision of the residents of the town.

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TOWN OF WESTMINSTER

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Steve Wallace indicated that a 2017 poll of all households in Westminster took place, 70% of the town residents voted to sell the Old Town Hall.

The Select Board stated that they will review the proposals further and make their decision within the next 30 days at one of the two Select Board meeting scheduled in April.

**ON-GOING BUSINESS/MISCELLANEOUS**

BUDGET REVIEW

Continuance of the budget review for the additional positions for the Fire Dept, Police Dept and Cemetery. The Select Board commended Chief Butterfield and Chief LeBlanc for doing the in-depth research and hard work of creating a budget for the two new positions.

*Fire Department:*

H. Billings made a motion to approve the two (2) new FT Firefighter positions. S. Albert seconded it and the motion was passed with J. DeLisle opposing.

*Police Department:*

H. Billings made a motion to approve the two (2) new FT Police Officer positions. S. Albert seconded it and the motion was passed with J. DeLisle opposing.

*Cemetery Department:*

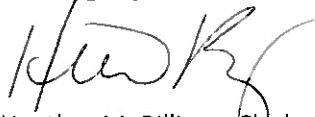
H. Billings made a motion to approve the one (1) new FT Cemetery Foreman position with the elimination of the two (2) PT positions. S. Albert seconded it and the motion was passed with J. DeLisle opposing.

*Parks & Recreation:* Chief LeBlanc was present to discuss the reasoning for their budget increase request of utilizing younger residents to fill the part time counselors' positions at camp, and working on the P&R fields and Academy Hill for maintenance and enhancement of the landscaping.

**EXECUTIVE SESSION (NONE)**

**ADJOURNMENT**

Meeting adjourned at 6:07 PM



Heather M. Billings, Clerk  
(Prepared by T. Chiarelli)

**EXHIBITS:**

- Town Administrator's Report
- Warrants (2)
- Minutes from March 21, 2022 meeting
- RFP review committee report
- Annual Town Meeting Warrant Draft