

Town of Westminster – Select Board Meeting Minutes – Monday, January 10, 2022

Members Present: Heather M. Billings, James A. DeLisle,
Salvatore Albert, Jr (via phone)

Others Present: Stephanie Lahtinen, Tamie Chiarelli
Steve Wallace

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 Access TV.

APPROVALS

WARRANTS:

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

Accounts Payable #22-28A 01/10/2022 \$260,657.61

The motion was seconded and passed unanimously.

MINUTES OF DECEMBER 20, 2021

H. Billings made a motion to approve the minutes of December 20, 2021. The motion was seconded and passed unanimously.

AMEND MINUTES DECEMBER 6 AND NOVEMBER 15, 2021

H. Billings made a motion to approve the amended minutes of December 6, 2021 and November 15, 2021. The motion was seconded and passed unanimously.

PAYROLL AUTHORIZATIONS

Dispatch Supervisor

H. Billings made a motion to approve payroll authorization for Nicholas Aveni as Dispatch Supervisor. The motion was seconded and passed unanimously.

Full Time Dispatcher

H. Billings made a motion to approve payroll authorization for Erin O’Kane as Full Time Dispatcher. The motion was seconded and passed unanimously.

Call Firefighter

H. Billings made a motion to approve payroll authorization for David Cameau as Call Firefighter. The motion was seconded and passed unanimously.

Emergency Management

H. Billings made a motion to approve payroll authorization for Sean Donelan as Emergency Management Intern. The motion was seconded and passed unanimously.

Interim Maintenance Worker

H. Billings made a motion to approve payroll authorization for Robert Cramm as interim Maintenance Worker. The motion was seconded and passed unanimously.

PIRNER LOGGING AND LAND CLEARING:

H. Billings made a motion to execute the contract with Pirner Logging and Land Clearing for the sale and cutting of standing timber at the parcel located on Bean Porridge Hill Road. The motion was seconded and passed unanimously.

ONGOING BUSINESS

CHAPTER 61 REMOVAL POLICY

H. Billings made a motion to adopt the Chapter 61 Lands Policy and Process for the Town of Westminster. The motion was seconded and passed unanimously.

NEW BUSINESS

TOWN PLANNER 2022 WORK PROGRAM

Steve Wallace was present to discuss and go over all town planning upcoming and ongoing items to be address in the coming 2022 year.

SET BOARD MEETING SCHEDULE

The Select Board scheduled the following upcoming meetings for 5:00PM in room 205 in Town Hall:

February 14	April 11
February 28	April 25
March 14	May 16
March 28	

EXECUTIVE SESSION (none)

ADJOURNMENT

The meeting adjourned at 5:25 PM

Heather M. Billings, Clerk

(Prepared by T. Chiarelli)

EXHIBITS:

- Town Administrator's Report
- Accounts Payable warrant (1)
- Minutes Dec 20, 2021 meeting
- Minutes amended from Dec 6, 2021 meeting
- Minutes amended from Nov 15, 2021 meeting
- Chapter 61 Removal Policy
- Pirner Logging contract
- Payroll Authorizations (5)