

Town of Westminster – Select Board Meeting Minutes – Monday, February 14, 2022

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

Others Present: Stephanie Lahtinen, Tamie Chiarelli
Wayne Walker, Melissa Banks

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	#22-33A	2/14/22	\$1,274,109.64
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Payroll	#22-33B	2/14/22	\$ 256,994.89
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The motion was seconded and passed unanimously.

MINUTES OF JANUARY 24, 2022

H. Billings made a motion to approve the minutes of January 24, 2021. The motion was seconded and passed unanimously.

PAYROLL AUTHORIZATIONS

DPW Truck Driver/Laborer

S. Albert made a motion to approve payroll authorization for Arthur Guy as fulltime DPW Truck Driver/Laborer, filling a vacancy. The motion was seconded and passed unanimously.

Part Time Librarian

S. Albert made a motion to approve payroll authorization for Beth-Anne McManus as part time Librarian, filling a vacancy. The motion was seconded and passed unanimously.

Part Time Dispatcher

S. Albert made a motion to approve payroll authorization for Rachel Crompton as part time Dispatcher. The motion was seconded and passed unanimously.

DISTRICT LOCAL TECHNICAL ASSISTANCE GRANT:

H. Billings made a motion to approve to apply for a District Local Technical Assistance (DLTA) grant from the Montachusett Regional Planning Commission, to assist the Town Planner with the preparation of a transit oriented development bylaw. This grant proposal asks the Regional Planning Commission for help with drafting a bylaw for the new district. The motion was seconded and passed unanimously.

CULTURAL COUNCIL CONTRACT:

S. Albert made a motion to approve and execute the contract and grant award from the Mass Cultural Council in the amount of \$6,600. The motion was seconded and passed unanimously.

GREEN COMMUNITIES CONTRACT/GRANT AWARD:

H. Billings made a motion to approve to allow the Town Administrator to sign and execute the contract with the Department of Energy Resources in the amount of \$178,273. The motion was seconded and passed unanimously.

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DEFICIT SPEND SNOW AND ICE:

S. Albert made a motion to approve the deficit spending of the Snow and Ice Accounts as requested by the DPW Director. The motion was seconded and passed unanimously.

NEW BUSINESS

SURPLUS PROPERTY – 2007 PICKUP TRUCK (MAINTENANCE)

S. Albert made a motion to vote and declare a 2007 Ford F250 Pickup Truck as surplus and available for disposal. The motion was seconded and passed unanimously.

EXECUTIVE SESSION (none)

ADJOURNMENT

The meeting adjourned at 5:15 PM

Heather M. Billings, Clerk

(Prepared by T. Chiarelli)

EXHIBITS:

- Town Administrator's Report
- Accounts Payable warrant (2)
- Minutes Jan 24, 2022 meeting
- Map of potential Transit Oriented Development District
- Letter to Planning Committee to apply for DLTA Funds
- Payroll Authorization (3)
- Cultural Council Contract
- Green Communities Contract