

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

Members Present: Heather M. Billings, Salvatore Albert, Jr.

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

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.

APPROVALS

WARRANTS:

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

Accounts Payable	#22-35A	2/28/22	\$115,624.78
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Payroll	#22-35B	3/03/22	\$241,955.70
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The motion was seconded and passed unanimously.

MINUTES OF FEBRUARY 14, 2022

H. Billings made a motion to approve the minutes of February 14, 2021. The motion was seconded and passed unanimously.

OPEN MEETING LAW COMPLAINT RESOLUTION:

The Board is in receipt of two Open Meeting Law complaints from Jill Normandin, dated Dec 31, 2021 and Feb 9, 2022. S. Albert read the letter from Counsel representing the Town in the matter, which details the complaints, as well as the measures taken to rectify this situation. H. Billings made a motion to acknowledge receipt of the Dec 31st and Feb 9th complaints and submit Town Council's response to the division of Open Government and Ms. Normandin. The motion was seconded and passed unanimously.

PUBLIC SAFETY BUILDING ROOF CONTRACT – CAPE COD BUILDERS

H. Billings made a motion to approve and execute the contract with Cape Cod Builders of Bourne, MA in the amount of \$167,890 for the installation of a new roof on the Public Safety Building located at 7 South St. The motion was seconded and passed unanimously.

EXECUTIVE SESSION (none)

ADJOURNMENT

The meeting adjourned at 5:07 PM



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

EXHIBITS:

- Town Administrator's Report
- Accounts Payable warrant (2)
- Minutes from Feb 14, 2022 meeting
- Town Counsel's letter in response to Open Meeting law complaints
- Contract to Cape Cod Builders