

*Town of Westminster – Select Board Meeting Minutes – Monday, September 26, 2022*

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

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

**Others Present:** Steve Wallace, Kyle Butterfield, Jason Tamulen, Peter Normandin, John Normandin, Jamie Rheau, Carol Urban, Don Barry, Neysa Miller, Joan Long, Elaine Jones, Kevin Jones, Allan Wiktorksi, Chris Mossman, John Mooreshead, Nicole, Morsehead, Nicko Morsehead

**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	#23-13A	\$1,195,275.66	9/26/22
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Payroll	#23-13B	\$250,366.70	9/29/22
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The motion was seconded and passed unanimously.

SEPTEMBER 12, 2022 MEETING MINUTES:

H. Billings made a motion to approve the minutes of September 12, 2022. The motion was seconded and passed unanimously.

MUNICIPAL ROAD SAFETY GRANT - CONTRACT:

H. Billings made a motion to vote & approve the contract the Executive Office of Public Safety Security for a grant \$15,020 to support the Municipal Road Safety Program. The motion was seconded and passed unanimously.

SAFER GRANT – ACCEPTANCE AWARD:

H. Billings made a motion to vote & accept the award pf the SAFER Grant from the Department of Homeland Security FEMA, on behalf of the Town of Westminster. This grant will cover the full salaries and benefits for four fulltime Firefighters over the next three years. The motion was seconded and passed unanimously.

SCHEDULE TRICK OR TREAT & ANNUAL BONFIRE:

H. Billings made a motion to approve the scheduling of Trick or Treat on Bacon Street from 5:00 – 7:00 PM and the annual Halloween Bonfire from 7:00 – 9:00 PM. The motion was seconded and passed unanimously.

PAYROLL AUTHORIZATIONS:

H. Billings made a motion to approve the payroll change/request and authorization for Tracy Murphy as Town Planner, filling vacancy left by Steve Wallace. The motion was seconded and passed unanimously. S. Albert thanked Steve for his hard work and all he has done for the Town of Westminster, as Steve was present at this meeting.

H. Billings made a motion to approve the payroll change/request and authorization for Jacob Thompson part time per diem firefighter. The motion was seconded and passed unanimously.

**NEW BUSINESS**

NORMANDIN GROUP – DEVELOPMENT DISCUSSION:

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Jamie Rheau and Peter Normandin were present at the meeting to discuss the potential for a Friendly 40B Affordable Housing Development on the 2+ acre property that P. Normandin owns off of Adams St. They had proposed plans and a rough draft of what the apartments would look like. They are at the beginning phase of the Zoning Board. J Rheau indicated that this will be one of many meetings with the Select Board for providing updates.

HAGER PARK COMMISSION – DISCUSSION WITH BOARD & STAFF:

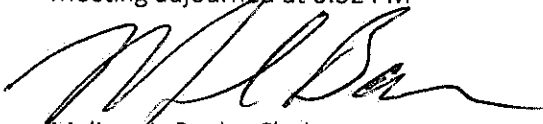
Chris Mossman and Alan Wiktorski, members of the Hager Park Commission were present to update the Board on the current events and processes happening in Hager Park. C. Mossman stated that much land had been donated over the 100 years in the park. They are creating more trails within and want to put up more signs to make people aware of the numerous trails. This year, they started Trail Maintenance days occurring twice a year and would like to continue that in the future, relying on volunteers to help.

COUNCIL ON AGING COMMITTEE – DISCUSSION WITH BOARD & STAFF:

Don Barry, Elaine Jones, Carol Urban and Joan Long, some of the members of the Council on Aging Committee were all present to update the Board on the current events and processes & updates in the Council on Aging Committee and the happenings at the Senior Center. They have been having more events at the Senior Center. They have expressed interest in being to be able to use the Mart Van for more outings for the seniors, so the seniors wouldn't have to drive themselves or carpool. The Select Board will work with the COA members to assist in this happening. More changes will be coming and more events will be happening.

**ADJOURNMENT**

Meeting adjourned at 6:32 PM



Melissa A. Banks, Clerk  
(Prepared by T. Chiarelli)

**EXHIBITS:**

- Town Administrator's Report
- Warrants (2)
- September 12, 2022 Meeting Minutes
- Payroll Authorization (2)
- Proposed plans & layout of a Friendly 40B Affordable Housing Development
- Municipal Road Safety Grant Contract
- Hager Park Commission notes & map