

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

Staff Present: Stephanie Lahtinen, Tamie Chiarelli

Others Present: None

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	#23-20A	\$79,113.14	11/14/22
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The motion was seconded and passed unanimously.

NOVEMBER 7, 2022 MEETING MINUTES:

H. Billings made a motion to approve the minutes of November 7, 2022. The motion was seconded and passed unanimously.

PAYROLL AUTHORIZATION:

H. Billings made a motion to approve the payroll change request and authorization for Robert Cramm, as a Per Diem COA Van Driver.

The motion was seconded and passed unanimously.

APPOINTMENT: ALTERNATE BUILDING COMMISSIONER:

H. Billings made a motion to vote to appoint Eric Chartrand as Alternate Building Commissioner, with a term to expire June 30, 2023.

The motion was seconded and passed unanimously.

BULLDOG APPARATUS – FIRE TRUCK PURCHASE AGREEMENT:

H. Billings made a motion to authorize the Town Administrator to execute the enclosed purchase agreement with Bulldog Apparatus for a Custom KME Service Pumper.

The replacement vehicle is scheduled on the Five Year Capital Plan for purchase in FY2025. With the execution of this agreement, we are able to lock in the pre-inflation pricing for this equipment, keeping the cost at the programmed amount. The contract also contains a cancellation provision if Town Meeting does not vote to appropriate funds for this purchase at the May 2024 Annual Town Meeting. Capital Planning Committee is in favor of this cost saving measure.

The motion was seconded and passed unanimously.

NEW BUSINESS

EMERGENCY HOME HEATING ASSISTANCE PROGRAM:

H. Billings made a motion to approve the 2022/2023 Application for Home Heating Assistance.

The motion was seconded and passed unanimously.

H. Billings made a motion to approve the execution of the contract from Fraticelli Oil for the 2022/2023 heating season as the oil supplier.

The motion was seconded and passed unanimously.

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

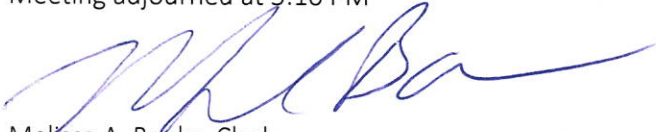
H. Billings made a motion to approve the transfer of funds of \$18,000 from the Fred Smith Poor Fund, to the Emergency Home Heating Assistance to fund this year's benefit season.
The motion was seconded and passed unanimously.

REVIEW/ASSIGN SPECIAL TOWN MEETING MOTIONS:

S. Albert read through the fourteen (14) articles on the warrant.

ADJOURNMENT

Meeting adjourned at 5:10 PM



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

EXHIBITS:

- Town Administrator's Report
- Warrant (1)
- November 7, 2022 Meeting Minutes
- Payroll Authorization (1)
- Bulldog Apparatus Contract
- Home Heating Assistance Application
- Fraticelli Oil Contract
- Motions of the Town Warrant Article for STM