

Town of Westminster – Select Board Meeting Minutes – Monday, April 10, 2023

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

Staff Present: Stephanie Lahtinen, Tamie Chiarelli

Others Present: Von Salmi, Jason Tamulen

CALL TO ORDER

S. Albert called the meeting to order at 6:30 PM in room 205 of the Town Hall. He announced that the meeting was being recorded and broadcast live by Ashburnham/Westminster Community Media.

ANNOUNCEMENTS

S. Albert made two announcements:

Thank you to the Parks & Recreation for the Easter Egg Hunt, which was a great success along with the assistance of the Fire Dept. There were hundreds of people in attendance far more than last year. Great job done by Parks & Rec.

The Annual Town Election will be held on Tuesday, April 25th from 7:00 AM to 8:00 PM at the Senior Community Center, 69 West Main Street.

In addition to voting for your local officials, there are two non-binding ballot questions regarding the future of the Old Town Hall building & property.

Question One:

- Should the Town of Westminster retain ownership of the old Town Hall property at 3 Bacon Street for repurposing, up to and including demolition; utilizing available State, Federal or other grant funds?

A YES vote on this question would lead the Town to retain ownership and control over the parcel and building. Future options could include demolishing the building to build a playground or outdoor park, add parking for the library, and/or provide public green space for gathering in the town center. This measure would be funded, to the greatest extent possible, by federal, state or other grant funds and not the tax levy.

Question Two:

- Should the Town of Westminster sell the old Town Hall property at 3 Bacon Street for repurposing with a historic preservation restriction?

A YES vote to this question would lead the Town to a second phase; the distribution of a survey at the November Special Town Meeting, to help direct the wording and requirements of the Request for Proposals (RFP) to sell the building. This would give the residents an opportunity to have input on the RFP.

APPROVALS

WARRANTS:

H Billings made a motion to approve the following warrants:

Accounts Payable	#23-41A	\$398,865.64	4/10/23
Payroll	#23-41B	\$244,798.79	4/13/23

The motion was seconded and passed unanimously.

MARCH 27, 2023 MEETING MINUTES:

H. Billings made a motion to approve the minutes of March 27, 2023. The motion was seconded and passed unanimously.

APPOINTMENT:

H. Billings made a motion to approve the appointment of Jordan Grondell to the Parks & Recreation Commission for a term to expire June 30, 2025. The motion was seconded and passed unanimously.

DECLARE SURPLUS PROPERTY – MAINTENANCE TRUCK:

H. Billings made a motion to vote to declare the 2008 Chevrolet Silverado as surplus and is available for disposal. This vehicle has been replaced by a retired Ford Inceptor from the Police Department. Once declared surplus, the Fire Department has requested to utilize the town maintenance truck for training exercises. The motion was seconded, vote was unanimous.

ANNUAL TOWN ELECTION WARRANT:

H. Billings made a motion to vote, approve and post the Annual Town Election Warrant. The election will be held on Tuesday, April 25, 2023 at the Community Senior Center at 69 West Main Street from 7:00 am to 8:00 pm. The motion was seconded and passed unanimously.

NEW BUSINESS

PUBLIC SAFETY BUILDING COMMITTEE – UPDATE CHARGE AND MEMBERSHIP:

H. Billings made a motion to approve the charge for the Public Safety Building Committee and appoint the following members to fill the vacancies on that committee. The Board will also need to designate a member to serve. After discussing which Select Board member would be on the committee, it was agreed that M. Banks would be on the committee as a Select Board Liaison.

New members:

Michael Cooley	Citizen-at-Large
Joshua Hall	Citizen-at-Large
Steve Rocheleau	Capital Planning Liaison
Melissa Banks	Select Board Liaison


Existing members:

Von Salmi	Chair
Stephanie Lahtinen	Town Administrator
Lisa Rocheleau	Advisory Board Liaison
Chris Mossman	Citizen-at-Large
Peter Normandin	Citizen-at-Large
Jason Tamulen	Acting Police Chief
Kyle Butterfield	Fire Chief
David Monty	IT Dept

Charge: Review the existing town owned properties for potential utilization for a Public Safety Building or a standalone Police/Fire station. Provide a report to the Select Board by September 2023. The motion was seconded and passed unanimously.

ADJOURNMENT

Meeting adjourned at 6:46 PM

A handwritten signature in blue ink, appearing to read 'Melissa A. Banks', is written over the text.

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

EXHIBITS:

- Town Administrator's Report
- Warrants (2)
- March 27, 2023 Meeting Minutes
- Special Town Meeting Warrant
- Annual Town Meeting Warrant
- Annual Town Election Warrant