

*Town of Westminister – Select Board Meeting Minutes – Monday, April 24, 2023*

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

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

**Others Present:** Abby Conlin

**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.

**ANNOUNCEMENTS**

S. Albert made three announcements:

Trail Maintenance Day – Volunteers Needed

The Open Space committee is looking for volunteers for the second Annual Spring Trail Maintenance Day on June 3<sup>rd</sup> from 7:30 AM to Noon at Crocker Pond and Hager Park. Children 14 and over welcome is accompanied by a parent. A light breakfast and boxed lunch will be provided to all volunteers. Please call or email Tracy Murphy, Town Planner at 978-874-7414 / [tmurphy@westminister-ma.gov](mailto:tmurphy@westminister-ma.gov) to sign-up or with any questions.

Earth Day

Thank you to all the residents and volunteers who gave their time and energy this weekend as part of the Annual Earth Day Cleanup effort. Donations can still be made to the Earth Day Fund, 11 South Street, Westminster. Thank you to Bob Francis and Nate Morse for organizing and facilitating this important event.

The Annual Town Election

The Annual Town Election will be held on tomorrow, Tuesday, April 25<sup>th</sup> 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	#23-43A	\$74,897.40	4/24/23
Payroll	#23-43B	\$252,804.48	4/27/23

The motion was seconded and passed unanimously.

### APRIL 10, 2023 MEETING MINUTES AND MARCH 27, 2023 EXECUTIVE SESSIONS MINUTES:

H. Billings made a motion to approve the minutes of April 10, 2023. The motion was seconded and passed unanimously.

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

### CHILDREN'S MENTAL HEALTH AWARENESS:

S. Albert read the proclamation to declare May 2023 as Children's Mental Health Awareness month. Ann Berube will be placing green lighting in the Gazebo at Academy Hill the first two weeks of May to recognize the proclamation.

### PERAMBULATION COMMITTEE APPOINTMENT:

H. Billings made a motion to approve the appointment of Christopher Mossman, Andrew Kaski, William Winturri and Erik Winturri to the Perambulation Committee. The motion was seconded and passed unanimously.

MCL Ch. 42 s. 2 requires that municipalities locate the markers of their borders every 25 years. The last time this task was completed was in 1998. The Town of Westminster has 40 town corner markers that require location

## **NEW BUSINESS**

### REVIEW BOARD OF HEALTH FEE SCHEDULE:

Health Agent Abby Conlin is present to discuss the changes the Board of Health is making to their fee schedule to be more consistent with other towns and their inspectional services.

Abby went over the fee schedule of what fees they were increasing. The majority of the fee changing consisted of Foodservice fees and the biggest change is with the Septic fees. The Select Board felt that the New Septic's could be considered to lower from \$500 to \$400. Abby will inform the Board of Health of this suggestion.

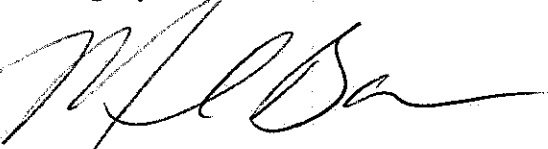
## **ONGOING BUSINESS/MISCELLANEOUS**

### MAY 6, 2023 – ANNUAL/SPECIAL TOWN MEETING MOTIONS:

The Select Board reviewed the motions and their assignments for the upcoming Town Meetings.

## **ADJOURNMENT**

Meeting adjourned at 5:38 PM



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

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**EXHIBITS:**

- Town Administrator's Report
- Warrants (2)
- April 10, 2023 Meeting Minutes
- March 27, 2023 Executive Session Minutes
- Board of Health Fee Schedule
- Proclamation of Children's Mental Health Awareness
- Annual Town Warrant with assigned motions