

Town of Westminster – Select Board Meeting Minutes – Monday, May 15, 2023

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

Staff Present: Stephanie Lahtinen, Tamie Chiarelli

Others Present: Lisa Rocheleau, Melinda Horrigan, Ellen Sheehan, Jahan Manessa

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 the following announcements:

Light the Town Purple

This evening at 7:00 PM there will be a Light the Town Purple ceremony on Academy Hill to support the Greater Gardner Relay for Life. All are welcome!

REORGANIZE BOARD

S. Albert made a motion to re-organize the Board to the following:

Heather Billings – Chair

Melissa Banks – Vice Chair

Salvatore Albert – Clerk

The motion was seconded and passed unanimously.

APPROVALS

WARRANTS:

M. Banks made a motion to approve the following warrants:

Accounts Payable	#23-46A	\$243,442.58	5/15/23
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The motion was seconded and passed unanimously.

MAY 1, 2023 MEETING MINUTES:

H. Billings made a motion to approve the minutes of May 1, 2023. The motion was seconded and passed unanimously.

ROUTE 140 REDESIGN – BAN RENEWAL:

Treasurer/Collector Melinda Horrigan was present to speak and present a Bond Anticipation Note renewal for the Route 140 Redesign Project. Melinda stated that it was for \$82,000 @ 4.40% and it is the last year installment.

The board unanimously signed the note.

PAYROLL AUTHORIZATIONS:

Crocker Pond Part Time/Seasonal (5)

Supervisor: M. Banks made a motion to approve the payroll authorization and request from the Crocker Pond Committee for James Walker as Supervisor. The motion was seconded and passed. H. Billings was not part of the vote due to her direct involvement with Crocker Pond.

Attendant I: M. Banks made a motion to approve the payroll authorization and request from the Crocker Pond Committee for Matthew Kuszewski as Attendant I.. The motion was seconded and passed. H. Billings was not part of the vote due to her direct involvement with Crocker Pond

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Attendant II (3): M. Banks made a motion to approve the payroll authorization and requests from the Crocker Pond Committee for Jacob Simoncini, Lea Fiandaca-Longo, and Polina Arsenault as Attendant II. The motion was seconded and passed. H. Billings was not part of the vote due to her direct involvement with Crocker Pond

Parks & Recreation Part Time/Seasonal (13)

Program Director (1): M. Banks made a motion to approve the payroll authorization and request from the Parks & Recreation Committee for Cailey LeBlanc as Summer Rec Program Director. The motion was seconded and passed unanimously.

Recreation Program Co-Coordinator(2): M. Banks made a motion to approve the payroll authorization and request from the Parks & Recreation Committee for Colton Bosselait and Cassidy Cox as summer Rec program Co-Coordinators. The motion was seconded and passed unanimously.

Field/Grounds Maintenance (1): M. Banks made a motion to approve the payroll authorization and request from the Parks & Recreation Committee for Sean Swanson as Summer Rec field maintenance. The motion was seconded and passed unanimously.

Counselor (9): M. Banks made a motion to approve the payroll authorization and request from the Parks & Recreation Committee for Haley Bosselait, Sophia Carlson, Eli Christ, Dylan Guile, Joseph LaPrade, Cody LeBlanc, Bryan Moores, Maisie Rourke and Jackson Traylor as Summer Rec Program Counselors. The motion was seconded and passed unanimously.

Full Time Police Officer:

This is a new position as voted in Article 5 of the May 7, 2022 Annual Town Meeting.

M. Banks made a motion to approve the payroll authorization for Marcus Guerreiro as full time Police officer. The motion was seconded and passed unanimously.

NEW BUSINESS

DISCUSSION: WORCESTER REGIONAL RETIREMENT SYSTEM (WRRS) – PROPOSED 2% COLA INCREASE FOR RETIREES:

Recent legislation has allowed for the retirement system to increase the annual COLA provided to retirees from 3% to 5%. WRRS is looking for a vote from all its member communities by June 30, 2023 – in order for this measure to pass it needs a 2/3 favorable majority from the membership.

Currently, the Town of Westminster has an unfunded pension liability of \$15,350,965, with an FY2024 Annual Assessment of \$1,335,167. Accepting this measure would add approximately \$23,000 to that amount based on the Unfunded Actuarial Accrued Liability, escalating annually.

L. Rocheleau stated that Capital Planning and the Advisory Board will be discussing and will report findings on the next meeting. The Select Board agreed to make a decision and vote at one of the next meetings before June 30, 2023

ADJOURNMENT

Meeting adjourned at 5:22 PM


Salvatore Albert, Clerk

(Prepared by T. Chiarelli)

EXHIBITS:

- Town Administrator's Report
- Warrant (1)
- May 1, 2023 Meeting Minutes
- Payroll Authorizations (19)
- BAN Renewal Note
- Presentation & correspondence from WRRS