

Town of Westminster – Select Board Meeting Minutes – Monday, January 22, 2024

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

Staff Present: Stephanie Lahtinen,

Others Present: Karen Conte-Moore, Betsy Hannula, Darlene Johnson

CALL TO ORDER

H. Billings called the meeting to order at 5:00 PM in room 205 of the Town Hall. She announced that the meeting was being recorded and broadcast live by Ashburnham/Westminster Community Media and no other recording devices have been brought to her attention.

ANNOUNCEMENT:

ANNUAL TOWN REPORT CONTEST AWARD PLAQUE

H. Billings asked to see the award plaque that was awarded at the MMA Annual Convention this past weekend. H. Billings read the award and stated that this was a big deal based on the change in categories of a much larger population of up 50,000.

B. Hannula mentioned that it was a very nice report and great pictures and asked about the cost of the color printing and it was mentioned that the Annual Report has been printed in color since 2015.

APPROVALS

WARRANTS:

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

Accounts Payable	#24-29A	\$69,624.24	1/22/2024
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The motion was seconded and passed unanimously.

JANUARY 8, 2024 MEETING MINUTES:

M. Banks made a motion to approve the minutes of January 8, 2024. The motion was seconded and passed unanimously.

APPOINTMENT – RESERVE OFFICER:

M. Banks made a motion to approve the appointment of Fitchburg Police Officer Jeff Hurley as Reserve officer for the Westminster Police Dept. Officer Hurley will be serving as a School Resource Officer for Monty Tech, following the retirement of officer Keith Bourne of the Fitchburg PD. The motion was seconded and passed unanimously.

PAYROLL AUTHORIZATION – INTERIM BUILDING COMMISSIONER:

M. Banks made a motion to approve payroll authorization for George Tignor as Interim Building commissioner/Zoning enforcement Officer, filling a vacancy. The motion was seconded and passed unanimously.

CULTURAL COUNCIL GRANT:

M. Banks made a motion to authorize the Town Administrator to execute the grant agreement for \$7,400 to the Cultural Council for funding projects in 2024. The motion was seconded and passed unanimously.

B. Hannula asked about the status of the Old Town Hall. She also mentioned that there were mural paintings that they would like to retain before the building is taken over and she get those items out. M. Banks mentioned the large benches should be kept as well.

EXECUTIVE SESSION - MGL C. 30A, § 21(1) TO DISCUSS THE PHYSICAL CONDITION OF A PUBLIC OFFICER, EMPLOYEE, STAFF MEMBER OR INDIVIDUAL (LEAVE OF ABSENCE REQUEST)

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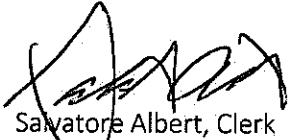
M. Banks moved that the Board vote to enter into executive session pursuant to MGL C. 30A, § 21(1) to discuss the physical condition of a public officer, employee, staff member or individual, and that the board adjourn directly from executive session.

s. Albert second the motion.

H. Billings also declared that to continue in open session may have a detrimental effect on the personal privacy of the individual.”

H. Billings voted to enter into Executive Session, S. Albert voted to enter into Executive Session, M. Banks voted to enter into Executive Session.

Entered into Executive Session at 5:17 PM



Salvatore Albert, Clerk
(Prepared by T. Chiarelli)

EXHIBITS:

- Town Administrator's Report
- Warrant (1)
- January 8, 2024 Meeting Minutes
- Payroll Authorization
- Town Report Award Plaque