

Town of Westminster – Select Board Meeting Minutes – Monday, August 1, 2022

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

Staff Present: Stephanie Lahtinen, Tamie Chiarelli

Others Present: Ralph LeBlanc, Kyle Butterfield, Wayne Walker, Lisa Rocheleau, Joe Serio, Joyce Hannula, Carol Urban, Robert Sampson, Nancy Sampson, Isaiah Grigos, Shawn O’Leary, Alan Mayo, Bruce Shaw, Ray Rathier, Paul Banks, Cindy Brutvan, Donald Brutvan, Kathy Fisher, John Lamont, Tom Marien, Pat Marien, Greg Moran, Mary Ann Murphy, Jeanne Keena, Bill Aubuchon, Von Salmi, Laura Arsenault, Charles Arsenault, Kathrine Pelullo, Richard Pelullo, Don Barry, Margaret Romano, Peter Romano, Dean Johnson, Tom Connell, Ross Barber, Mary Waight

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	#23-05A	\$252,227.46	8/01/22
Payroll	#23-05B	\$247,227.46	8/04/22

The motion was seconded and passed unanimously.

JULY 11, 2022 MEETING MINUTES:

H. Billings made a motion to approve the minutes of July 11, 2022. The motion was seconded and passed unanimously.

JOINT APPOINTMENT – CEMETERY COMMISSION:

The Cemetery Commission is recommending the appointment of Ray Rathier, to fill the vacancy left by the resignation of Stanley Skamarycz. Three members of the Cemetery Commission was present to vote.

The members of the Select Board made a roll call vote, as well as the three member of the Cemetery Commission. The votes were unanimous.

OLD TOWN HALL/HISTORIC MEETINGHOUSE RFP:

S. Albert read a statement that it was Town Council’s recommendation is to rescind the original award made by the previous Select Board on April 25, 2022 to Community Arts Foundation, based on the selection being made on the basis of a criteria not identified in the RFP, particularly, the “local” status of a proposer and it would be ruled invalid under the Uniform Procurement Act, Chapter 30B of the General laws. This view was further stated by the Director of the Regulatory and Compliance Division at the Inspector General’s office.

After all three members of the Select Board made their comments, S. Albert made a motion to rescind the original vote of April 25, 2022, the motion was seconded and passed with H. Billings opposing.

M. Banks moved that the Board reject all of the proposals for the Old Town Hall Renovation, for the reason that it is in the best interest of the Town to further evaluate this project and determine the best way to move forward with the building. The motion was seconded and passed with H. Billings opposing.

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PAYROLL AUTHORIZATIONS:

H. Billings made a motion to approve the payroll/change requests and authorization for Bruce Shaw as full time Cemetery Foreman, a new position created at the May 7, 2022 Annual Town Meeting. The motion was seconded and passed unanimously.

H. Billings made a motion to approve the payroll/change requests and authorization for Janet Baczewski, Assistant Treasurer, for a stipend of \$150/week to cover additional duties performed until a full time Treasurer/Collector is hired. The motion was seconded and passed unanimously.

H. Billings made a motion to approve the payroll/change requests and authorization for Corinne Jarvi, Assistant Collector, for a stipend of \$100/week to cover additional duties performed until a full time Treasurer/Collector is hired. The motion was seconded and passed unanimously.

VOTES ACT ADOPTION:

The Board is in receipt of a request from the Town Clerk's office that on June 22, 2022, an election reform law titled "The VOTES Act" was signed into law, regarding the assignment of police officers at polling places and has been amended to require Select Board to detail a sufficient number of police at each building that contains a polling place.

H. Billings made a motion to vote to approve a sufficient number of police officers at the polling place. The motion was seconded and votes were unanimous.

ACCEPTANCE OF OPEN SPACE – LIGHTHOUSE LANE:

H. Billings made a motion to vote, approve and sign the deed for 31 acres of Open Space in the area of Lighthouse Lane subdivision. The motion was seconded and passed unanimously.

REQUEST TO WAIVE TENT FEES (NEIGHBORS HELPING NEIGHBORS TOWN BENEFIT):

H. Billings made a motion to waive the Building Dept Tent permit fees. The motion was seconded by M. Banks and passed, with S. Albert abstaining himself from the vote.

NEW BUSINESS

PUBLIC SAFETY COMMITTEE – REQUEST TO REVISE CHARGE AND MEMBERSHIP:

Chief Ralph Leblanc and Chief Kyle Butterfield were present to discuss potential revision to the charge and changes to membership. The Select Board was in favor of a more diverse group of four members to be on the committee.

DOG COMPLAINT:

H. Billings made a motion to designate the Town Administrator as the Hearings Officer to oversee a dog nuisance hearing. The motion was seconded and passed unanimously.

MISC.

DUGOUT AT BALLFIELD:

Chief Ralph Leblanc asked permission of the Select Board to name the dugout at the little league baseball field "Dave's Dugout". The Select Board was in favor of this effort.

SENIOR HOUSING:

Stephanie Lahtinen, Town Administrator, stated that the funding for the Senior Housing project has been acquired and the project will be moving forward.

ADJOURNMENT

Meeting adjourned at 6:05 PM

A handwritten signature in black ink, appearing to read 'M. Banks', is written over the printed name.

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

EXHIBITS:

- Town Administrator's Report
- Warrants (2)
- July 11, 2022 Meeting Minutes
- Payroll Authorization (3)
- Deed for Open Space