

*Town of Westminster – Select Board Meeting Minutes – Monday, August 29, 2022*

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

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

**Others Present:** Matt Marro

**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	#23-09A	\$1,379,232.49	8/29/22
------------------	---------	----------------	---------

Payroll	#23-09B	\$253,871.89	9/01/22
---------	---------	--------------	---------

The motion was seconded and passed unanimously.

AUGUST 15, 2022 MEETING MINUTES:

H. Billings made a motion to approve the minutes of August 15, 2022. The motion was seconded and passed unanimously.

PAYROLL AUTHORIZATIONS:

H. Billings made a motion to approve the payroll change/request and authorization for Casey Mellin as full time Board of Health Agent, filling a vacancy. The motion was seconded and passed unanimously.

H. Billings made a motion to approve the payroll change/request and authorization for Samuel Johnson and Eric Larson as per diem Firefighter's/EMT's. The motion was seconded and passed unanimously.

H. Billings made a motion to approve the payroll change/request and authorization for Mark Rogers as per diem Firefighter/Paramedic. The motion was seconded and passed unanimously.

H. Billings made a motion to approve the payroll change/request and authorization for Lt. Jason Tamulen as Acting Police Chief, for a stipend of \$300 a week. The motion was seconded and passed unanimously.

APPOINTMENTS:

H. Billings made a motion to approve the appointments of Hiram Velazquez as Reserve Police Officer (School Resource Officer) for a term to end June 30, 2023. The motion was seconded and passed unanimously.

**NEW BUSINESS**

VILLAGE AT OLD MILL – OPEN SPACE DEED ACCEPTANCE:

H. Billings made a motion to vote & approve the deed for 65 acres of Open Space in the area of Village at Old Mill subdivision. The motion was seconded and passed unanimously.

S. Albert made a motion to recess the meeting at 5:09

Meeting reconvened at 5:24.

CONSERVATION COMMISSION – DISCUSSION WITH BOARD & STAFF:

Matt Marro, Conservation Agent was present to update the Board on the current events and processes happening in the Conservation Department and Commission.

He discussed various permitting processes the ConCom covers as well as some of the current projects on their agendas. Matt indicated that he works with residents and assist them with permits, helps them, understand the Conservation process as well as provides inspections and advice. He indicated that Westminster has been a positive experience of working here and the people/employees and officials he deals with.

**ADJOURNMENT**

Meeting adjourned at 5:39 PM

A handwritten signature in black ink, appearing to read 'M. Banks', written over a horizontal line.

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

**EXHIBITS:**

- Town Administrator's Report
- Warrants (2)
- August 15, 2022 Meeting Minutes
- Payroll Authorization (5)
- Appointment list (1)
- Quick Claim Deed - VOM