

Members Present: John F. Fairbanks, Wayne R. Walker, Heather M. Billings

## **CALL TO ORDER**

J. Fairbanks called the meeting to order at 5:00 p.m. in room 205 of the Town Hall. He announced that the meeting was being recorded by Ashburnham/Westminster Community Access TV.

## **APPROVALS**

### MINUTES

W. Walker made a motion to approve the minutes of November 30, 2015. The motion was seconded and passed unanimously.

### WARRANTS

W. Walker made a motion to approve the following warrants.

December 4, 2015	Deduction 16-22C	\$143,611.15
November 7, 2015	Accounts Payable 16-23A	\$15,589.10

The motion was seconded and passed unanimously.

### FEMA REIMBURSEMENT

W. Walker made a motion for the chairman to sign a FEMA reimbursement for \$31,862.06. These funds are a 75% reimbursement for costs related to a snowstorm in January 2015. The motion was seconded and passed unanimously.

### PAYROLL AUTHORIZATION

W. Walker made a motion to approve the hiring of two part time police officers to replace two officers that have resigned. The motion was seconded and passed unanimously.

### CROCKER POND COMMITTEE

H. Billings discussed the changes that had been made to the 2016 Crocker Pond sticker information sheet and application that will be mailed to residents with the Town Census.

W. Walker made a motion to accept the updated Crocker Pond Committee Charge with the edits presented. The motion was seconded and passed unanimously.

## **NEW BUSINESS**

### SENIOR TAX WORK OFF PROGRAM

W. Walker made a motion to accept the Senior Tax Work Off program guidelines for 2016. The motion was seconded and passed unanimously.

Notice about the program will be distributed at the Council on Aging and posted on the Town website.

### EMERGENCY HOME HEATING ASSISTANCE APPLICATION

W. Walker made a motion to approve the 2016 Emergency Home Heating Assistance application, and funding through the Giles Fund as approved at the May 2, 2015 Annual Town Meeting. The motion was seconded and passed unanimously.

## **EXECUTIVE SESSION**

There was no Executive Session at this meeting.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 5:13 p.m.

Heather M. Billings

Clerk *(Prepared by S. Lahtinen)*