

WESTMINSTER ADVISORY BOARD  
MEETING MINUTES  
November 7, 2016

**PRESENT**

Joe Flanagan, Peter Normandin, Burt Gendron, Dan Stango and Lisa Rocheleau; Joe Serio joined at 7:15 pm and Erin Casali joined at 7:10pm.

**CALL TO ORDER**

Meeting of Advisory Board called to order at 7:08 pm. in Room #112 at Town Hall.

**MINUTES APPROVAL**

Minutes from the September 12, 2016 meeting were approved as prepared by Joe Flanagan.

**AB ROLE IN CONTRACT NEGOTIATIONS**

The Board discussed the town's current contract negotiations process (main responsibility lies with BoS) and discussed whether AB should review significant contract revisions prior to approval. Additionally discussed that certain Board members would perform surveying of surrounding towns and Town Managers and summarize other towns' approaches and discuss further at future meetings and with the BoS.

**FY2017 FALL MEETING WARRANT ARTICLE REVIEW**

Article #	Description	Moved	Seconded	Vote (For/Against)
1	Operating budget updates for treasurer and building dept commissioner	Erin	Pete	7/o
2	Senior center portico	Joe F	Pete	5/o, 2 abstain (Pete and Joe S)
3	Senior center terrace engineering study	Passed (1)		
4	Old Town Hall RFP	Joe F	Lisa	7/o
5	Bathrick Road Easements	Pete	Lisa	7/o
6	Cross Road property transfer	Pete	Lisa	7/o
7	Water Storage tank study	Joe F	Lisa	7/o
8	Public Safety Building repair plan	Passed (2)		
9	Zoning Bylaws edit	Pete	Lisa	7/o
10	Solar facility projects	Passed (3)		
11 – 16	Funds transfers	Passed (4)		

**Notes:**

- (1) Not enough information is available at this time to determine if the terrace project is feasible.
- (2) The warrant is not clear as to what exactly the study will include – is it meant to cover just required maintenance or would it also cover usability issues?
- (3) Rates for the projects do not appear to be in line with rates which were approved at the FY2015 Spring Town meeting.
- (4) Amounts haven't been specified at this time.

**CORRESPONDENCE TO THE BOARD**

Board reviewed all correspondence sent and discussed as necessary.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:26 p.m.

Respectfully submitted,

Erin K. Casali, Secretary