

Members Present: Heather M. Billings, James A DeLisle, Salvatore J. Albert Jr.

Others Present: Stephanie Lahtinen, Kyle Butterfield, Marcia Sharkey

CALL TO ORDER

H. Billings called the meeting to order at 5:00 p.m. in room 205 of the Town Hall. She announced that the meeting was being recorded and broadcast live by Ashburnham/Westminster Community Access TV.

RE-ORGANIZE BOARD

S. Albert made a motion to re-organize the Select Board to:

James A. DeLisle – Chair

Salvatore J. Albert, Jr – Vice Chair

Heather M. Billings – Clerk

The motion was seconded and passed unanimously.

ANNOUNCEMENTS

Marcia Sharkey was present to discuss the upcoming Light the Town Purple event on Academy Hill May 18th at 8pm. She indicated that the event will raise awareness for the Relay for Life in Gardner on the weekend of June 11 and 12. Members of the Select Board will be present to light the gazebo purple on the night of the event.

APPROVALS

WARRANTS

J. DeLisle made a motion to approve the following warrants:

Accounts Payable	#21-45A	5/5/2021	\$201,055.44
Payroll	#21-45B	5/5/2012	\$232,565.46

The motion was seconded and passed unanimously.

MINUTES OF APRIL 26, 2021

S. Albert made a motion to approve the minutes of April 26, 2021. The motion was seconded and passed unanimously.

AMBULANCE RECEIPTS – WRITE OFF

S. Albert made a motion to write off \$71,211.90 in uncollectable ambulance debt in accordance with the approved policy. The motion was second and passed unanimously.

VALCOURT FOREST MANAGEMENT – TIMBER MARKING AND MANAGEMENT CONTRACT

H. Billings made a motion to execute the enclosed timber contract with Valcourt Forest Resource Management, for \$4,000 for the marking and management of forestry located on parcel 59/12/6, off Bean Porridge Hill Road. The motion was seconded and passed unanimously.

YEAR END TRANSFER REQUEST

The Parks and Recreation Committee is requesting the transfer of \$15,000 in unused salary funds to Expenses to cover the cost of resurfacing and fence installation at the basketball courts. These funds were appropriated for last year's summer rec program, however due to the inability to hold a rec program because of COVID there is a significant amount left in the Salaries line item.

S. Albert made a motion to approve the enclosed inter-departmental transfer request from Parks and Recreation Committee, to transfer \$15,000 from Salaries to Expenses. The motion was seconded and passed unanimously.

PAYROLL AUTHORIZATION

- Full Time Dispatch/Part Time Police Officer S. Albert made a motion to approve the payroll change request and authorization for Shelbi Poulin as Full Time Dispatcher/Part Time Police Officer. This is filling the vacancy left by Connor Furey. The motion was seconded and passed unanimously.
- Part-Time Dispatcher: S. Albert made a motion to approve the enclosed payroll change request and authorization for Cristian Jimenez as part time/per diem Dispatcher, filling a vacancy. The motion was seconded and passed unanimously.
- Part-Time Dispatcher: S. Albert made a motion to approve the enclosed payroll change request and authorization for Vanessa Tenore as part time/per diem Dispatcher, filling a vacancy. The motion was seconded and passed unanimously.
- Reserve Officer: S. Albert made a motion to approve the enclosed payroll change request and authorization for Edward Robbins as Reserve Police Officer. The motion was seconded and passed unanimously.
- COA – Part Time Van Driver: S. Albert made a motion to approve the enclosed payroll change request and authorization for Joseph Bettro as part time COA Van Driver. The motion was seconded and passed unanimously.
- Health Department – Intern: S. Albert made a motion to approve the enclosed payroll change request and authorization for Sarah Dubois as Health Department Intern. The motion was seconded and passed unanimously.

NEW BUSINESS

OPEN SPACE COMMITTEE APPOINTMENTS

H. Billings made a motion to appoint the following individuals to the Open Space and Recreation Committee:

- Jodi Snyder
- Sue Millman
- Matt Landry
- Jo Grant
- Amy Tisdale Tetrault
- Marie Auger
- Isaiah Grigos

SELECT BOARD MEETING SCHEDULE

The Select Board will meet on the following Mondays at 5:00pm in room 205 of the Town Hall unless otherwise specified:

May 17, 24	August 2, 16, 20
June 7, 21,	September 13, 27
July 12, 19	October 18

ONNGOING BUSINESS/MISCELLANEAOUS

TOWN ADMINISTRATOR CANDIDATE SCREENING COMMITTEE (CONT.):

S. Albert indicated that the Town Administrator Candidate Screening Committee reviewed fourteen total applicants for this important position with a number of strong candidates. Through careful review and reference checking, we have identified three highly qualified finalists to be interviewed by the Selectboard. Interviews are scheduled for the Select Board meeting on Tuesday May 11 and announcements will be made on Monday May 17.

ADJOURNMENT

The meeting adjourned at 5:21 p.m.

Heather M. Billings, Clerk

(Prepared by S. Lahtinen)