

Town of Westminster – Select Board Meeting Minutes – Monday, January 8, 2024

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

Staff Present: Stephanie Lahtinen, Tamie Chiarelli

Others Present: Melinda Horrigan, Audra Kirtland, Lee Ann Lamsa

CALL TO ORDER

H. Billings called the meeting to order at 5:00 PM in room 205 of the Town Hall. She announced that the meeting was being recorded and broadcast live by Ashburnham/Westminster Community Media and no other recording devices have been brought to her attention.

ANNOUNCEMENT:

MASS MUNICIPAL ASSOCIATION – ANNUAL TOWN REPORT CONTEST

The Town of Westminster received notification that we have been awarded second place for the 2022 Annual Town Report, out of all Town's in Massachusetts with a population less than 50,000. This is due to the effort and creativity of Tamie Chiarelli, who designs, organizes and assembles the report annually. This most recent one paid special attention to helpful and useful content as well as imagery from around Westminster all year. Congratulations to Tamie for her success!

APPROVALS

WARRANTS:

M. Banks made a motion to approve the following warrants:

Accounts Payable	#24-28A	\$88,142.01	1/8/2024
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The motion was seconded and passed unanimously.

DECEMBER 18, 2023 MEETING MINUTES:

M. Banks made a motion to approve the minutes of December 18, 2023. The motion was seconded and passed unanimously.

T. Murphy Disclosure: Tracy Murphy's other employer the Montachusett Regional Planning Commission has requested she file a disclosure with this Board to avoid the appearance of any conflict

M. Banks made a motion to approve the disclosure submitted by Tracy Murphy relating to her dual employment with the Town and MRPC. The motion was seconded and passed unanimously.

2024 LICENSE RENEWALS (CONT.):

M. Banks made a motion to approve the remaining Common Victualler licenses for 2024 for

Kimmy Wong – Westminster Café

Michael Strazdas – Kay's Dairy Bar

Joshua Gikis & Colby Chrusciel – Victoria Coffee

The motion was seconded and passed unanimously.

ADJOURNMENT

M. Banks made a motion to adjourn, S. Albert second the motion and passed unanimously.

The meeting adjourned at 5:04 p.m.

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

Salvatore Albert, Clerk

(Prepared by T. Chiarelli)

EXHIBITS:

- Town Administrator's Report
- Warrant (1)
- December 18, 2023 Meeting Minutes
- T. Murphy - Disclosure
- Common Victualler licenses (3)