

Town of Westminster – Select Board Meeting Minutes – Monday, April 29, 2024

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

Staff Present: Stephanie Lahtinen, Tamie Chiarelli

Others Present: Mike Cooley, Karen Conte-Moore, Sue Millman, Kyle Butterfield, Jacob Logan, Allison Hall, David Monty, Ryan Pescaro, Sam Johnson, Mike Lemoine, Bennett Chadborne, Ellen Sheehan, Adam Bean, Audra Kirtland, Taryn Hearn, Bryce Kirby, Betsy Hannula

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 by Ashburnham/Westminster Community Media and no other recording devices have been brought to her attention.

ANNOUNCEMENTS:

H. Billings announced:

Annual Town Election will be held tomorrow, Tuesday, April 30th from 9:00 AM to 7:00 PM at the Westminster Community Senior Center, 69 W. Main St. Mail in ballots were also sent to those who requested them.

Annual Town Meetings will be held on Saturday, May 4th, convening at 10:00 AM, at the Westminster Elementary School. The warrants and Advisory Board booklet are posted on the front page of the website and hard copies are available at the Town Hall.

APPROVALS:

WARRANTS:

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

Accounts Payable	#24-44A	\$274,156.53	04/29/2024
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The motion was seconded and passed unanimously.

APRIL 22, 2024 MEETING MINUTES:

M. Banks made a motion to approve the minutes of April 22, 2024. The motion was seconded and passed unanimously.

PAYROLL AUTHORIZATIONS:

M. Banks made a motion to approve the payroll authorization for Jacob Logan as full time Firefighter/EMT, filling a vacancy. The motion was seconded and motion passed. Ellen Sheehan, Town Clerk, was present for the swearing in ceremony.

M. Banks made a motion to approve the payroll authorization for Erin Richard as part time Assessor's Clerk, filling a vacancy. The motion was seconded and motion passed.

M. Banks made a motion to approve the payroll authorizations for Crocker Pond Seasonal Staff for: James Walker – Supervisor / Lea Fiandaca - Attendant 2 / Sawyer Nelson - Attendant 2/ Gabriel Weissensee – Attendant 2/ Jonathan Silvestre – Attendant in Training. The motion was seconded and motion passed.

NEW BUSINESS:

ANNUAL AND SPECIAL TOWN MEETING MOTIONS:

H. Billings reviewed all the Special and Annual Town Meeting motions and their assignments.

ONGOING BUSINESS/MISCELLANEOUS

SMALL PROJECTS REQUESTS:

Select Board went over the requests submitted by a few committees.

♦ The Gazebo repair by Parks & Rec has been agreed to transfer to Capital Planning due to the cost and the scale of the project.

♦ The interior plans for the Farmer's Co-op submitted by Historical Comm has been put on hold for now based on the information about the commercial kitchen. The SB needs more information about what it would constitute and that Conservation Comm, (who has care & custody of this building), and the AG Comm needs to meet together with Historical Comm.

B. Hannula stated that there is a great need for a kitchen in that building.

H. Billings asked Betsy if the cost submitted at \$7,980 included the kitchen.

H. Billings indicated that Board is not denying this request, it just needs more information on the costs associated. The SB will address this again when more information is provided.

♦ The trail creation at the LAND Grant Property submitted by Open Space Comm, will be temporarily on hold until the Town closes on the purchase of the land.

The Select Board indicated funds would not be available until after the Special Town Meeting on May 4, 2024 and will issue official approvals after the vote is taken.

PARKS AND REC – PLAYGROUND STATUS UPDATE:

The two members of the Parks & Rec Committee, T. Hearn and B. Kirby were present to discuss the plans.

B. Kirby stated that if the Select Board has determined that next to the Azarian Barn is the place they want to put the playground, that the P&R Comm concur that would be the best place for it.

Parks will have their next meeting on May 6, 2024 and that they will vote on the playground placement. The Parks members were also concerned about the fencing around the grounds and crossing the road to Academy Hill area and that something would have to be developed for safety.

ADJOURNMENT:

M. Banks made a motion to adjourn, the motion was seconded and passed unanimously.

Meeting adjourned at 5:44 PM



Salvatore Albert, Clerk
(Prepared by T. Chiarelli)

EXHIBITS:

- Town Administrator's Report
- Warrants (1)

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- April 22, 2024 Meeting Minutes
- Payroll Authorizations (7)
- Motions & Articles
- Listing of Small projects requests
- Parks & Rec email