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Present: Laila J. Michaud, Joseph E. Flanagan, and Wayne R. Walker

CALL TO ORDER

Ms. Michaud called the meeting to order at 6:00 p.m. in the Selectmen’s Office at Town Hall. She announced that the meeting was being broadcast live and recorded by Ashburnham Westminster Community Access TV; she also confirmed with those present that no other party was taking an audio or video recording of the meeting.

APPROVAL OF WARRANTS

Board members reviewed and approved the following warrants:

June 30, 2011	Deduction #81D	\$157,636.50
	Accounts Payable #82	\$ 41,396.37
July 8, 2011	Accounts Payable #2 (FY12)	\$ 326,727.23

LIQUOR COMMISSION APPOINTMENT

Mr. Walker moved that the Board appoint Michael Denzer to the Liquor Commission. Mr. Flanagan seconded the motion. The motion passed unanimously.

PAYROLL AUTHORIZATION

Mr. Flanagan moved that the Board approve a payroll authorization for a replacement DPW Secretary/Receptionist. Ms. Michaud seconded the motion. The motion passed on a two in favor, one abstained (Mr. Walker).

Mr. Walker moved that the Board approve a payroll authorization for a step increase of a DPW Truck Driver/Laborer. Mr. Flanagan seconded the motion. The motion passed unanimously.

Mr. Flanagan moved that the Board approve a payroll authorization for the Parks & Recreation Program. Mr. Walker seconded the motion. The motion passed unanimously.

INTERFUND BORROWING – RTE. 31 CULVERT

Mr. Walker moved that the Board approve the borrowing of \$140,000 from Stabilization in anticipation of State Aid reimbursement for the Rte. 31 culvert project. Mr. Flanagan seconded the motion. The motion passed unanimously.

AGRICULTURAL COMMISSION APPOINTMENT

Mr. Walker moved that the Board appoint M.L. Altobelli as a regular member of the Agricultural Commission. Mr. Flanagan seconded the motion. The motion passed unanimously.

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DISCUSSION: PROCESS FOR DEVELOPMENT OF WIND POWER BYLAW – PLANNING BOARD

Town Planner Steve Wallace was on hand to discuss the Wind Power Bylaw process. He explained that the Planning Board proposed to host two public forums on the draft bylaw to answer any questions/concerns the public may have. The Board will hold these forums in addition to the required Planning Board hearing, with one forum taking place later this fall and another forum after the first of the year (no later than mid-February). The required Planning Board public hearing will take place in early March 2012.

FORMATION OF MASTER PLAN COMMITTEE

Town Planner Steve Wallace explained to the Board that the Planning Board has decided to update the Town’s 2000 Master Plan. They anticipate it will take at least two years to complete and will involve substantial participations from the Town’s various departments, boards, committees, commission, as well as the citizens at large.

The recommendations from the Planning Board for the Master Plan Committee were for a minimum of 7 members and a maximum of 11, with representation from the following:

- Planning Board representative and alternate
- Representative of the Board of Selectmen
- Representative from the Conservation Commission
- Representative from the Open Space Committee
- Representative from the Historical Commission
- Representative from the Energy Advisory Committee
- Representative from WEST
- Representative from the local business community
- Two Citizens at large.

Mr. Walker suggested that there be a representative **of** (not from) the Board of Selectmen and also suggested that the Public Works Commission be represented.

Mr. Flanagan moved that the Board approve the formation of the Master Plan Committee. He also stated that the Board would review the constituencies and visit at a future meeting. Mr. Walker seconded the motion. The motion passed unanimously.

IDEAS FOR PEER-TO-PEER GRANT APPLICATION

Town Planner Steve Wallace told the Board that three options have been proposed for the 30 hours of technical assistance available for the DHCD Peer-to-Peer Grant:

1. Education on what economic development means so that we have reasons to say yes to developments that are in Westminster’s best interest.
2. A professional to evaluate the previously proposed mixed use overlay project: “big box” pros and cons.
3. Engaging a consultant to evaluate the Commuter Rail Layover Station.

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Mr. Flanagan moved that the Board approve the Peer-To-Peer Grant application for an evaluation of the Commuter Rail Layover Station. Mr. Walker seconded the motion. The motion passed unanimously.

BLOCK GRANT – SENIOR CENTER

Mr. Michaud announced that the Block Grant application for the Senior Center had been denied.

ORDER TO MAKE BUILDING SECURE

Ms. Michaud announced that there has been an abandoned house in Town which has been completely vandalized, inside and out and presented a clear hazard to the public. The Board of Health held an emergency meeting on July 8th at 5 p.m. to condemn the building. A local contractor was hired to board up the building and clean up the broken glass and trash in the back yard at a cost of \$2,700.

Mrs. Murphy stated that none of the departments has ever budgeted for this type of expense so the Public Buildings department is paying it out of their budget. She also stated that she may need to request a transfer from the Advisory Board if she comes up short later in the year.

Ms. Michaud suggested that they consider putting money in the Board of Health budget for the future or increase reserve fund money.

ORDER OF TAKINGS – SOUTH STREET

Mr. Walker moved that the Board sign the order of taking as prepared. Ms. Michaud seconded the motion. The motion passed with two yes and one abstained (Mr. Flanagan).

6:56 P.M. - EXECUTIVE SESSION

Ms. Michaud moved that the Board enter into executive session to discuss strategy with respect to negotiations with nonunion personnel and consider purchase, exchange, lease or value of real property; further, that the Chair declare that an open meeting may have a detrimental effect on the bargaining position of the Town, and to adjourn directly from executive session. Mr. Flanagan seconded the motion. The motion passed unanimously on a roll call vote.

ADJOURNMENT

The Board adjourned from executive session at 8:25 p.m.

Respectfully submitted,

Wayne R. Walker, Clerk
(Prepared by B. Kazan)