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Present: John F. Fairbanks, Laila J. Michaud, Joseph E. Flanagan

CALL TO ORDER

Mr. Fairbanks called the meeting to order at 7:00 p.m. in the Selectmen’s Office at Town Hall.

APPROVAL OF WARRANTS/MINUTES

Ms. Michaud moved that the Board approve the executive session minutes of April 15, 2010 as printed. Mr. Fairbanks seconded the motion. The motion passed with two in favor and one abstained (Mr. Flanagan).

Ms. Michaud moved that the Board approve the regular session minutes of April 26, 2010 as printed. Mr. Fairbanks seconded the motion. The motion passed with two in favor and one abstained (Mr. Flanagan).

Board members reviewed and approved the following warrants:

April 27, 2010	Deduction #65D	\$ 144,872.66
May 3, 2010	Accounts Payable	\$ 107,227.34

REORGANIZATION OF BOARD

Mr. Flanagan moved that the Board appoint John Fairbanks as Chairman, Laila Michaud as Vice Chairman and Mr. Flanagan as Clerk. Ms. Michaud seconded the motion. The motion passed unanimously.

PERSONNEL CHANGE REQUEST

Ms. Michaud moved that the Board approve a payroll request for a DPW Truck Driver/Laborer step increase. Mr. Flanagan seconded the motion. The motion passed unanimously.

COMMON VICTUALLER LICENSE

Mr. Fairbanks moved that the Board approve a Common Victualler license for the Narrows Bed and Breakfast. Ms. Michaud seconded the motion. The motion passed unanimously.

PRESCRIPTION DROP OFF

The Board agreed to have Mr. Don Barry pursue a prescription drop off program in conjunction with the Board of Health.

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MEMORIAL COMMITTEE POLICY

Mr. Fairbanks moved that the Board amend the Memorial Committee Policy to be comprised of a representative from the Cemetery Commission, Conservation Commission, Planning Board, Parks & Recreation Commission, Historical Commission and Veterans Services Department or local veterans’ organization and three citizens at large. Ms. Michaud seconded the motion. The motion passed unanimously.

MEMORIAL COMMITTEE APPOINTMENTS

Mr. Fairbanks moved that the Board appoint the following individuals to the Memorial Committee:

- Stanley Skamarycz – Citizen at Large
- Walter Taylor – Citizen At Large
- Tom Maeder – Veterans’ Organization
- Laurie Tarr Ellsworth – Historical Commission Representative
- Sammi Dawley – Cemetery Commission Representative
- Mike O’Brien – Parks & Rec. Representative

Mr. Flanagan seconded the motion. The motion passed unanimously.

Mr. Fairbanks mentioned that there is a vacancy for one more citizen at large, one Planning Board representative, and one Conservation Commission representative.

MAY 8 MEET AND GREET

The Board of Selectmen discussed their plans for the Meet and Greet scheduled for Saturday, May 8, 2010 from 9 am to 11 am at the Town Hall

BOS REPRESENTATION ON OTHER TOWN BOARDS

Mr. Fairbanks moved that the Board approve the following BOS representation:

Mixed Use Overlay Committee	Voting	Hold until 5/17 Meeting
Public Safety Bldg. Needs		John Fairbanks
Route 140 Improvement	Voting	John Fairbanks
Solid Waste Advisory Committee	Voting	John Fairbanks
Town Hall Reuse Committee	Ex Officio	Joseph Flanagan
Affordable Housing Committee-	Ex Officio	Inactive-Hold until Town Planner advises of need
Crocker Pond Development Comm.-	Voting	Address at future meeting of Crocker Pond/Parks & Rec
Sick Leave Bank Com. BOS	Voting	John Fairbanks

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Westminster Sr. Center Bldg. Com.	Voting	Laila Michaud
Personnel Board	Ex Officio	John Fairbanks
Capital Planning Committee	Voting	Laila Michaud
IDC	Voting	Laila Michaud
Open Space Committee	Ex Officio	Joseph Flanagan

Ms. Michaud seconded the motion. The motion passed unanimously.

POLICY REVIEW

Fraud Prevention

Mr. Fairbanks moved that the Board approve the Fraud Prevention Policy with the following changes; Town Coordinator should read Town Administrator, Page 3, under Procedures, paragraph 4 add to the end of the paragraph – Board of Selectmen shall be made aware of any suspected fraud. Ms. Michaud seconded the motion. The motion passed unanimously.

Travel and Mileage Reimbursement

Mr. Fairbanks moved that the Board approve the Travel and Mileage Reimbursement Policy with the following change; page 2 item 3 should read, “Mileage will be reimbursed for the actual distance driven to accomplish Town business.” Ms. Michaud seconded the motion. The motion passed unanimously.

TOWN ELECTION

Mr. Fairbanks moved that the Board of Selectmen vote to schedule a special election on Tuesday, June 15, 2010, between the hours of 7:00 a.m. and 8:00 p.m., subject to the Town of Ashburnham also scheduling an election on this date, and that one question appear on the ballot, to read as follows:

Question 1: Shall the Town of Westminster be allowed to assess an additional \$201,244 in real estate and personal property taxes for the operating budget of the Ashburnham-Westminster Regional School District for the fiscal year beginning July first, two thousand ten? Yes _____ NO _____

Mr. Flanagan seconded the motion. The motion passed unanimously.

CROCKER POND 2010 RULES & REGULATIONS

Mr. Fairbanks moved that the Board approve the 2010 Crocker Pond Rules & Regulations as printed. Ms. Michaud seconded the motion. The motion passed unanimously.

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7:54 PM ADJOURN

Mr. Fairbanks moved that the Board adjourn. The motion was duly seconded. The motion passed unanimously.

Respectfully submitted,

Joseph E. Flanagan, Clerk
(Prepared by B. Kazan)