

**MINUTES**  
**BOARD OF SELECTMEN MEETING**  
**OCTOBER 2<sup>ND</sup>, 2017 AT 6:00PM**  
**TOWN HALL, SELECTMEN'S CONFERENCE ROOM**

**CALL TO ORDER/OPENING**

Chairman Brooks called the meeting to order at 6:05pm. Chairman Harry Brooks, Vice-Chair Dianna Provencher, 2<sup>nd</sup> Vice-Chair Sandra Wilson, Selectman Douglas Belanger, Selectman Brian Green, Interim Town Administrator Jim Purcell, Assistant to the Town Administrator Kristen Forsberg and Student Liaisons Alyssa Pupillo and Robert Kemp were in attendance.

**PUBLIC COMMENT PERIOD**

Don Cherry, Town Moderator, noted that for the past several years, no one has checked with him or the Town Clerk when setting the date for Fall Town Meeting. Since both are required to attend, Mr. Cherry asked the Board to check with both parties and make sure they are available to attend in the future. Mr. Belanger stated he did not think of it that night but apologized saying professional and personally it was an oversight. Mr. Purcell noted he made his apologies by telephone to Mr. Cherry. Mr. Cherry noted this is not a castigation; he is just asking for this in the future.

**1. SCHEDULED**

**a. 6:00pm – Town Administrator Finalist Discussion**

Ms. Wilson recommended each Board member state who their preferred candidate for Town Administrator is and why which allows anyone to change their mind if they so choose. Mr. Belanger asked that the conversation be kept positive as opposed to negative and that regardless of the vote, when a majority is achieved the Board amend the vote to be unanimous so the new Town Administrator has the full support of the Board. Mr. Green noted that there are 3 strong candidates and all are well qualified and will have the Board's full backing when the vote is finally over. Mr. Purcell noted he has been a firsthand witness to the thoughtfulness of the Board and the Screening Committee.

Ms. Wilson thanked the Search Committee and consultants for presenting 3 qualified candidates. Ms. Wilson noted financial stability, public safety, mentoring staff and economic development were all key areas of concern. Ms. Wilson recommended David Genereux due to his open-door policy for communication, very solid financial background, firm understanding of budgeting including managing stabilization, experience overseeing multiple construction projects and enthusiasm and desire.

Ms. Provencher felt all 3 candidates were very well rounded and noted economic development, growing stabilization, financial background and ability to mentor younger staff were all important. Ms. Provencher stated that Mr. Genereux is her choice as he scored the highest and came prepared which is one of the things she looks for. Ms. Provencher added Mr. Genereux has budget experience and experience addressing tax liens and is well informed.

Mr. Green stated all candidates came very well prepared and recommended Andrew McLean because he rang out as the strongest for economic development growth and has a strong background in water and sewer infrastructure. Mr. Green stated that while Mr. McLean does not have a lot of municipal budgeting experience he does have a major in finance and lots of financial experience. Mr. Green added the Town needs growth and liked the way Mr. McLean interacts with all facets of the Town including businesses, builders and rental owners.

Mr. Belanger stated this will be the 8<sup>th</sup> Town Administrator of Leicester and thanked the search committee for presenting 3 great candidates. Mr. Belanger stated his goal was to have a strong finance person that could hit the ground running on day one and continue what Mr. Mizikar did to bring us in a new direction. Mr. Belanger stated he believes Mr. Genereux is that person and agreed with Ms. Wilson's remarks.

Mr. Brooks recommended Mr. Genereux as well, adding that it was a tight race for him between the two gentlemen and it was difficult to pick but agreed with Ms. Wilson and Mr. Belanger's reasons for selecting Mr. Genereux.

A motion was made by Mr. Belanger and seconded by Ms. Provencher to make an offer of employment to David Genereux to be the next Leicester Town Administrator pending successful contract negotiations and a final required background check. The motion carried unanimously.

**b. 6:30pm – Purple Heart Parking Signs – Betty Benoit**

Betty Benoit, associate member of the Military Order of the Purple Heart discussed creating parking spots for veterans and provided two signs at no cost to the Town, noting more could be obtained if needed. Ms. Provencher recommended putting the signs at the Town Hall and Walmart. Mr. Belanger agreed with putting a sign at Town Hall but felt that having the second one at the High School would be more educational. Ms. Wilson recommended putting a sign at the Senior Center.

A motion was made by Ms. Wilson and seconded by Ms. Provencher to place the signs at the Senior Center and at Town Hall. The motion was revised by Mr. Belanger to include placing a third sign at the High School. The motion carried unanimously.

**c. 6:45pm – Housing Authority Commissioner Appointment**

Nancy Hagglund, Housing Authority Executive Director, presented a request to appoint Andrew Kularski to the Housing Authority Board. Changes at the State level have created two vacancies and this one fill one through the next Annual Town Election. The other vacancy is appointed by the State but the Housing Authority has recommended a previous board member who is a resident to serve as the State's appointee.

A motion was made by Mr. Belanger and seconded by Ms. Provencher to appoint Andrew Kularski to the position of Housing Authority Commissioner through the 2018 Annual Town Election. The motion carried unanimously.

**d. 7:00pm – Joint Meeting with School Committee & Middle School Building Committee**

The Middle School Building Committee presented information on the feasibility study to repair/replace the Leicester Middle School. The purpose of the meeting was to discuss the process required by the State and the potential grade configurations. The Massachusetts School Building Authority invited the Town into a 270 day eligibility period on February 15<sup>th</sup> to meet the requirements necessary to undertake a feasibility study for the Middle School repair/replacement. Town Meeting approved up to \$750,000 to pay for this study. Community input will be gathered in October using Thoughtexchange. The three grade configurations/options proposed to be studied are repair/replacement of the existing Middle School for grades 6-8, building a new Middle School for grades 5-8 or creating a K-8 building with 3 schools under one roof but operating independently of one another with some shared spaces and limited interaction between the age groups. This would save space and funds as the Primary School will be the next school needing to be replaced. Mr. Brooks noted repairing the Middle School is not really an option but the State requires it to be studied. As the school aged population is expected to continue to decline in Leicester, adding a grade could help sustain programs such as band and languages. This configuration is the smallest and least costly of the building options. The third configuration of a K-8 building is becoming increasingly popular in Massachusetts. Each school would have its own principal,

teaching staff and own pickup and drop off locations. This is a long-term solution that resolves all facility deficiencies. Paul McCarthy of the School Committee noted Holbrook did a K-12 building and saved time and millions of dollars, adding that feedback from the community shows residents want to keep the middle schoolers away from the high schoolers plus the state will not pay for an addition to the high school. Dan Deedy with the School Department noted that State reimbursement for this project could be up to 61%. Kristina Looney with the School Department stated a K-8 building would replace the Middle School, Memorial and the Primary School and bring everyone to one campus. Mr. McCarthy noted that the Town would save a lot of money on systems and maintenance by having one building. In a typical K-8 building, the middle part of the building is the common area including the cafeteria, auditorium and central office but the elementary and junior high students would be separated on opposite sides of the building.

## **2. CORRESPONDENCE**

### **a. Student Liaison Reports**

The student liaisons presented highlights from their written report.

## **3. NEW BUSINESS**

### **a. Resignations**

None

### **b. Appointments**

#### **a. Zoning Board of Appeals – Jim Reinke**

A motion was made by Ms. Wilson and seconded by Ms. Provencher to appoint Jim Reinke to the Zoning Board of Appeals for a five year term through June 30, 2022. The motion carried unanimously.

#### **c. Energy Reduction Plan – Green Communities Grant**

Ms. Forsberg presented an Energy Reduction Plan for the Board's review which identifies potential areas of energy savings in town buildings. This is a plan only, not a commitment and is required as part of the Green Communities grant application. A motion was made by Mr. Belanger and seconded by Mr. Green to have the Chair sign the Energy Reduction Plan for the Green Communities grant application. The motion carried unanimously with one abstention (Ms. Provencher).

#### **d. Authorize Town Administrator to Sign Fire & EMS HQ Change Order – Builder Systems Inc.**

Ms. Wilson, Chair of the Fire Station Building Committee, asked the Board to approve Change Order #5 with Builder Systems Inc. in the amount of \$99,106 (after credits received) at the new Fire & EMS Headquarters. Changes include having Builder Systems do the epoxy coating on the apparatus bay, adding additional drainage at the retaining wall, adding additional blacktop for the driveway and lower parking lot, adding a recommended resilient floor underlay, HVAC changes to the apparatus level, additional fire extinguishers and matching the cabinets in Bay 3 to the other rooms. A motion was made by Ms. Wilson and seconded by Ms. Provencher to authorize the Town Administrator to sign Change Order #5 with Builder Systems Inc. for the Fire & EMS headquarters. The motion carried unanimously.

Mr. Green noted the change order amount is all within what was budgeted for the Headquarters. Ms. Wilson stated the Committee has been very frugal and obtained the maximum number of credits possible to make sure every change order is as low as possible. November 7<sup>th</sup> is the anticipated substantial completion date and the anticipated move in date for the apparatus is November 19<sup>th</sup>. Mr. Brooks asked about the opticon on Route 9 and Ms. Wilson stated it has been approved by the State and they are in the process of submitting for reimbursement.

**e. Authorize Town Administrator to Negotiate Fencing Contract – Fire & EMS Headquarters**

Mr. Purcell asked the Board for authorization to negotiate a fencing contract for the Fire & EMS Headquarters on the northerly and westerly side of the property. Due to a planning board change and the movement of trees to the southerly side allows the Town to do have a series of arborvitae trees rather than a fence on the Leroux side. The fencing is not part of the General Contractor's contract and the Town will have to solicit 3 quotes in accordance with Mass General Laws. Mr. Purcell noted the budget is carrying \$50,000 for this expense but the cost should not exceed \$35,000 without the fence on the south side. Mr. Belanger recommended outreach to the neighbors. Ms. Wilson added the south side fence was never part of the plans; the Town just added it in to the specs to see how much it would cost so the neighbors are not expecting a fence on the southerly side. A motion was made by Ms. Wilson and seconded by Ms. Provencher to authorize the Town Administrator to negotiate fencing for the Fire & EMS Headquarters at a price not to exceed \$35,000. The motion carried unanimously.

**f. Reserve Fund Transfer Request**

Mr. Purcell presented a Reserve Fund Transfer Request in the amount of \$4,500 to replace the water pump at Rochdale Park including a surge protector. Peter Dolen is lending the Town a water pump temporarily. The Board discussed ensuring no one stores items in the room and discussed eventually creating a separate space for the electricity wires for safety purposes. A motion was made by Ms. Wilson and seconded by Ms. Provencher to authorize the Chair to sign the Reserve Fund Transfer and send it to Finance Advisory Board. The motion carried unanimously.

**g. Set Trick or Treating Day & Hours**

On March 6<sup>th</sup>, the Board voted to hold trick or treating from 6-8pm on Halloween to give the residents advance notice of the change of time (typically held 5-7pm). New Board members Mr. Green and Ms. Wilson stated they were fine with these hours.

**4. DISCUSSION/OLD BUSINESS**

**a. Fall Special Town Meeting**

Mr. Purcell presented the draft Fall Special Town Meeting warrant which has been sent to Town Counsel for review and given to the Finance Advisory Board. Mr. Purcell and Ms. Forsberg discussed the draft articles with the Board. The Board will be asked to sign the warrant at their next meeting.

**5. TOWN ADMINISTRATOR REPORT**

Mr. Purcell updated the Board on a number of issues including:

- The Highway truck driver position has been posted and the superintendent and town administrator have narrowed the applicants down to 3 candidates that will be interviews. Mr. Purcell will also make a recommendation to the Board on a new heavy equipment operator at their next meeting. The Board asked Mr. Purcell to start the process of hiring a permanent Highway Superintendent as an Interim could not be found.
- Standard and Poors came to Leicester for a ratings visit. The staff did an excellent job and was very well prepared and Mr. Purcell believes there will be a good outcome. A motion was made by Ms. Wilson and seconded by Ms. Provencher to formally recognize Town Accountant Allison Lawrence and Treasurer Collector Amy Perkins for their hard work. The motion carried unanimously.

**6. BOARD OF SELECTMEN REPORTS**

Mr. Belanger stated the Board did an excellent job selecting a new Town Administrator and asked that negotiations begin this evening.

Mr. Green stated the search process was incredibly education and he got to reach out to Department Heads and get to know staff and vice versa. Mr. Green enjoyed the process and the way everyone worked together.

Ms. Wilson expressed her condolences to the family of Ed Smokey King who passed away yesterday. Mr. King was the town's Treasurer Collector for 38 years. Ms. Wilson asked the Town Administrator to look into the status of hiring two Department Assistants for the Police Department.

Ms. Provencher said the Board did a great job selecting the new Town Administrator and believes we have a good Administrator coming on board.

Mr. Brooks noted the High School is in the process of getting reaccredited and he was invited to an open forum with parents to discuss the issues and successes of the school with a reception afterwards which was informative.

## **7. FUTURE MEETING TOPICS**

## **8. EXECUTIVE SESSION, MGL CHAPTER 30A, SECTION 21A**

### **a. Exception # 3: To discuss strategy with respect to collective bargaining**

### **b. Minutes of July 29, 2017 and August 14, 2017**

A motion was made by Ms. Provencher and seconded by Ms. Wilson to enter into executive session at 9:20pm and to resume in open session only for the purpose of adjournment.

### **Vote by Roll Call:**

Belanger – Aye

Green – Aye

Wilson – Aye

Provencher – Aye

Brooks - Aye

The motion carried unanimously.

A motion to adjourn was made by Mr. Brooks and seconded by Ms. Provencher at 9:57pm. The motion carried unanimously.