

MINUTES
BOARD OF SELECTMEN MEETING
MARCH 16th, 2015 at 6:30PM

CALL TO ORDER/OPENING

Chairman Buckley called the meeting to order at 6:30pm. Chair Thomas E. Buckley, III, Vice-Chair Dianna Provencher, 2nd Vice-Chair Matthew Dennison, Selectman Douglas Belanger, Selectwoman Sandra Wilson and Town Administrator Kevin Mizikar were in attendance.

PUBLIC COMMENT PERIOD

No members of the public provided comment.

1. SCHEDULED

A. 6:30pm – National Grid Underground Utility Hearing – Pine Acres (continued from 2/23/15)

Kevin Shaugnessy, Peter Georgie and Patrick Russo with National Grid were in attendance to answer Board and resident questions regarding the proposed underground utility improvements at Pine Acres. A contractor will be selected through a bid process once the petition is approved by the Town. Digging will occur 2-3 feet off the left hand side of the street. A few street crossings will occur to connect houses across the street. The transformer locations will not change. National Grid will install all conduits first and tie in to all existing structures prior to outages. Residents will be notified by letter 10 days in advance and the outage would typically occur at night from 11pm to 7am.

Mr. Belanger asked how to assist residents who need power for medical reasons. National Grid stated that residents can make alternate arrangements upon receiving the notification letter. The letter will include a number that residents can call with questions. If a resident can't make alternate arrangements National Grid will work with them. The project duration is approximately 3 weeks for the installation of conduits but the ledge in the neighborhood could lengthen the duration. National Grid will not be drilling or blasting; a hydraulic hammer on a backhoe will be used to break the ledge as needed. The trenches will be 18-24 inches wide by 30 inches deep. Contractors will get the depth on all the manholes. Paving will not occur from curb to curb but a one foot grinding overlay will be put over the trenches. National Grid is working closely with Highway Superintendent Tom Wood on the project.

Mr. Dennison asked about transformer replacement. National Grid responded only rusted, rotted or damaged transformers would be replaced. Ms. Wilson asked about the Town's plan to pave curb to curb as it has been 12 years. Mr. Buckley responded that resurfacing this road is not currently in the Town's plans. Ms. Wilson expressed concern about patching a 12 year old road. Mr. Belanger noted that the Board reviews the list of roads to be paved annually and priorities do shift based on need. Jay Levitan at 10 Birchwood Drive asked about a transformer at the bottom of his driveway. National Grid responded that the bollard only would be replaced and agreed to work with him. Mr. Levitan expressed concern that 18-24 inch trenches would compromise the road. National Grid responded that grindings go on the outside and cracks would be patched.

A motion was made by Mr. Belanger and seconded by Ms. Provencher to approve the National Grid petition as filed with the understanding that National Grid will work with the neighbors to the best of their ability to alleviate their concerns. The motion carried unanimously.

Mr. Mizikar noted that the earliest National Grid can obtain a road opening permit is the first Monday in April and National Grid estimated the project would start in late April/early May.

2. CORRESPONDENCE

A. Senior Center Donations

A motion was made by Ms. Provencher and seconded by Mr. Dennison to accept the donations to the Senior Center. The motion was carried unanimously.

3. NEW BUSINESS

A. Appointment – ZBA Alternate – Mary Moore

A motion was made by Ms. Provencher and seconded by Ms. Wilson to appoint Mary Moore as an alternate to the Zoning board of Appeals. The motion carried unanimously.

B. Appointment – ZBA Alternate – Richard Johnston

Mr. Mizikar requested items 3b and 3c be placed on hold as the Town's bylaws prevent Mr. Johnson from serving on both committees. Mr. Mizikar is following up with Mr. Johnston.

C. Appointment – Personnel Board – Richard Johnston

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D. Police Vehicle Bid Awards

A motion was made by Mr. Dennison and seconded by Ms. Provencher to accept bids for the 1998 Saturn (Mike Doray \$519), 2010 Crown Victoria (Liberty Motors \$2133.99) and 2011 Crown Victoria (Bayridge \$2489).

Ms. Wilson asked if an individual motion was needed for each vehicle. Mr. Mizikar stated he is not aware of any regulations which would prohibit accepting all bids together in one motion.

The motion carried unanimously.

E. Statement of Interest Submission Request

Mr. Buckley asked if he should recuse himself as he is a substitute teacher. Mr. Mizikar did not see any direct personal gain and it would be up to the Board if they would prefer Mr. Buckley recuse himself. Mr. Belanger sees no conflict or legal issue with Mr. Buckley signing the Statement of Interest (SOI).

Ms. Paolucci presented the SOI that will be submitted to the Massachusetts School Building Authority (MSBA). The Town is not obligated to fund any projects but Board and School Committee approval to submit is required. Submitting the SOI would allow the MSBA to come to assess the needs of the schools. The building study funded last year provided a better understanding of the current facilities and potential long range solutions.

A motion was made by Mr. Dennison and seconded by Ms. Provencher to submit the Statement of Interest for the Leicester Middle School. The motion carried unanimously.

A motion was made by Ms. Provencher and seconded by Mr. Dennison to submit the Statement of Interest for the Leicester Memorial School. The motion carried unanimously.

A motion was made by Ms. Provencher and seconded by Mr. Belanger to submit the Statement of Interest for the Leicester Primary School. The motion carried unanimously.

F. Reserve Fund Transfer Request – Town Hall Building Maintenance Account

Mr. Mizikar presented a request to transfer \$5,000 from the Reserve Fund to the Town Hall Building Maintenance Account for a final delivery of heating oil for Town Hall. The previous balance in the Reserve Fund is \$42,000. The Finance Advisory Board voted to approve this transfer at their last meeting.

A motion was made by Ms. Provencher and seconded by Ms. Wilson to approve the reserve fund transfer to the Town Hall Building Maintenance Account in the amount of \$5,000. The motion carried unanimously.

G. Town Administrator Contract

Mr. Buckley presented a request from the Town Administrator to renegotiate his contract which expires September 30, 2016. A motion was made by Mr. Belanger and seconded by Ms. Provencher to enter into contract discussions with the Town Administrator. Mr. Belanger clarified that the vote allows the discussions to take place only. The motion carried unanimously.

Mr. Buckley asked if a motion should be made regarding who will negotiate with Mr. Mizikar. Mr. Mizikar responded it is the Chair's decision. Mr. Buckley asked Mr. Dennison and Mr. Belanger to negotiate with Mr. Mizikar.

4. DISCUSSION/OLD BUSINESS

A. Snow and Ice Update

Snow and Ice totals have decreased by \$10,000 after recalculations. To date, the Town has spent \$241,074 which means the account is \$143,574 in deficit. Within the provisions of the salt contract there is a penalty to the contractor for not delivering salt on time at a decrement of 10% compounded daily beyond one week which resulted in a \$10,000 decrease in costs.

B. FY'16 Budget

Mr. Mizikar stated he has not made any changes to the budget but has met with Fallon regarding healthcare benefits and the increase will be 7% due to loss runs which was negotiated down from an initial proposed 30% increase. A 4.7% increase was budgeted but the overall cost reduction of \$100,000 in FY'15 from changing from Blue Cross to Fallon will fill the gap.

The Governor has published his budget and State Aid for the Town was proposed at modest increase of 1%. The budget would experience a net increase in revenues of \$128,000 if this proposal is approved. The largest increases are coming from an additional \$55,000 in unrestricted general government aid and an additional \$32,000 in Chapter 70 funds plus reductions in charges on the backside of the Cherry Sheet. Mr. Mizikar is still taking a cautious approach and is not updating the budget at this time.

C. Draft List of Warrant Articles

Mr. Mizikar presented the draft list of warrant articles for Special and Annual Town Meetings. The numbers are subject to change including ambulance proceeds and snow and ice deficits. There is significant deterioration to staircases on the front and side of Town Hall which will require total replacement. The plan is to sign the warrant at the April 6th, 2015 meeting. Ms. Wilson asked a question on the radio system estimate. Mr. Mizikar noted that the estimate came out of meeting with the Clerk of the Works, Chief Hurley and Sgt. Antanavica. A multi-prong strategy for improving the reliability of the radio system was developed which primarily includes two new receivers in the southern part of the Town. Mr. Mizikar noted the new system is a significant improvement over the previous system but needs to be brought up to full operating capacity. Ms. Wilson asked if microwave links were included. Mr. Mizikar responded in the negative. Ms. Wilson expressed concern with the Clerk of the Works fixing Motorola's system. Mr. Dennison said the issue is more with Motorola in that the Town asked them

to design a system that meets the Town's needs and it doesn't. Mr. Mizikar noted that the equipment purchased from Motorola is installed and functioning correctly but stated he is committed to creating a fully functioning system. Mr. Mizikar noted reliability and coverage issues are noted on every map provided by Motorola. Mr. Belanger asked about next steps. Mr. Mizikar responded the Town is working on a test and acceptance plan to prove the equipment is working properly. Mr. Mizikar is holding Motorola's feet to the fire including holding invoices and doing everything to ensure the company meets the Town's needs. Mr. Belanger expressed concern at putting another \$50K into a \$200K system. Mr. Mizikar responded that he is looking into equipment from other communities and/or Motorola that the Town could utilize temporarily in certain areas to test its effectiveness. Mr. Buckley recommended bringing in Motorola and those involved to discuss this issue. Mr. Mizikar stated he would bring the appropriate parties before the Board. Mr. Belanger recommended giving the Town Administrator the ability to work through the test and acceptance plan first then come back to the Board with next steps.

Ms. Wilson asked about the energy project and environmental remediation. Mr. Mizikar responded asbestos is present and there are fuel storage tanks at multiple sites including Town Hall but the Town has six months to remove any tank after it is no longer being used per DEP regulations.

Ms. Wilson asked when the meeting to vote on the prioritization of capital projects will occur. Mr. Dennison responded on March 25th. Mr. Mizikar stated there are close to 20 or 25 new requests totaling approximately \$1.5M.

Mr. Mizikar discussed Annual Town Meeting articles including increasing the stabilization fund by 50%. The Town may not need \$50K for the comprehensive water management study. Mr. Mizikar is proposing to fund a grant writer position at \$50K. There are also zoning bylaw changes and zoning map changes and the Planning Board is holding public hearings.

Mr. Mizikar discussed the \$1.8M in certified free cash and how it will be used. The current spending plan will leave \$300K unappropriated which is a healthy reserve to carry over from year to year.

5. TOWN ADMINISTRATOR REPORT

Mr. Mizikar presented highlights from his Town Administrator report including:

- The Town will likely receive a library grant from the MBLC which requires matching funds be identified within six months of award.
- The Town's proposal for a comprehensive water quality supply and management study from the WPI Water Resource Outreach Center has been accepted.
- Fire Station Building Committee has interviewed OPM finalists and made a recommendation to negotiate with one finalist.
- An RFQ for design work for the proposed Town Hall elevator is out.
- The Board will be meeting Saturday at 9am at Becker to discuss 3-5 year goals.

6. BOARD OF SELECTMEN REPORTS

Mr. Buckley asked the public to consider running for open spots on the Board of Selectmen. Papers must be filed with the Town Clerk by April 21, 2015 by 5pm with a minimum of 41 certified signatures. The election will be held on June 9, 2015. Mr. Buckley thanked Mr. Mizikar for providing an update on community health initiatives.

Mr. Dennison announced he will not be running for re-election to spend more time with his family. Mr. Dennison noted there has been a lot of progress in last 3 years and is excited about where the Town is headed. Mr.

Dennison thanked all Board members, Kevin, Town Department heads, employees and voters and expressed his gratitude for being able to serve the Town.

Mr. Belanger thanked everyone for their condolences on the passing of his mother.

Ms. Provencher noted Senator Moore and Congressman McGovern held office hours last week at Mike's Donuts and met with many townspeople. Ms. Provencher thanked all volunteers who helped with the rabies clinic and wished everyone a happy St. Patrick's Day.

Ms. Wilson congratulated LHS students on the Night at the Wax museum play. Ms. Wilson spoke to the technical difficulties with LCAC at the last meeting and wanted to restate that the recycling center is now in its 25th year and expressed thanks to Ruth Kaminski and her team. Ms. Wilson encouraged residents to stop by on the first, third or fifth Saturday of every month to check out cost saving opportunities.

7. MINUTES

A motion was made by Mr. Dennison and seconded by Ms. Provencher to accept the minutes of February 23rd, 2015 and March 2nd, 2015 with the following correction to the February 23rd, 2015 minutes:

- Item 1a – Will it be the same company who did the renovations, not the sewer lines.

The motion carried unanimously.

8. EXECUTIVE SESSION

A motion was made by Ms. Wilson and seconded by Ms. Provencher to enter into executive session at 8:02pm and to resume in open session only for the purpose of adjournment.

Vote by Roll Call:

Buckley – Aye
Provencher – Aye
Dennison – Aye
Belanger – Aye
Wilson – Aye

The motion carried unanimously. The Chair declared that to discuss these matters in open session would compromise the position of the Town.

A motion to adjourn was made by Ms. Wilson and seconded by Ms. Provencher at 8:15pm. The motion carried unanimously.