

**SELECT BOARD EXECUTIVE SESSION MEETING MINUTES  
MARCH 4, 2024, AT 6:00 PM  
TOWN HALL, SELECT BOARD CONFERENCE ROOM**

**CALL TO ORDER/OPENING  
VETERANS POEM**

Chair Rick Antanavica, Vice Chair Dianna Provencher, Selectman John Bujak, Selectman Kevin Menard, Town Administrator David Genereux, and Grants Manager Samantha Chatterton were in attendance.

**CALL TO ORDER/OPENING**

Mr. Antanavica opened the meeting at 6:05 PM.

**VETERANS POEM**

Mr. Antanavica made an announcement about the Winslow Ave. school. He discussed the letter from DPH to Mr. Kustigian regarding the conditions in the original building, but not in the classrooms currently in use. The IAP program reviewed classes in use and the uses deemed appropriate. The CARE group also did some clean-up and painting. The front part of the building was classrooms with cafeteria and a vocational area in the back. Rooms in between are suitable to be used under this report. The inspection was done by the State, not a paid entity. He stated the board is not in favor of a 2.5 override.

**1. EXECUTIVE SESSION**

**To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel pursuant to G.L. c. 30A, § 21 (2) - Town Administrator, Assistant Town Administrator**

**Mr. Bujak made the motion to enter into executive session. Ms. Provencher seconded. Motion passes 4-0-0 (roll call vote).**

The Board will reconvene in open session.

**Ms. Provencher made the motion to exit out of executive session at 7:20 PM. Mr. Bujak seconded. Motion passes 4-0-0 (roll call vote)**

Open session reconvened at 7:22 PM. Mr. Menard made the motion to approve. Mr. Bujak seconded.

**2. RESIGNATIONS AND APPOINTMENTS**

- a. Appointment – Assistant Town Administrator/ Grants Manager

Mr. Antanavica asked Ms. Chatterton if she had seen the contract and is she was in agreement with it.

Ms. Chatterton stated it took a while to get to a comfortable place, but yes, she did.

Mr. Bujak asked why she wanted to work in Leicester.

Ms. Chatterton stated she liked the people in Leicester and the volume of work. She stated her day flies by, and her commitment to the public and to doing the best that she can was steadfast.

Mr. Bujak asked what interested her the most in the position?

Ms. Chatterton stated this is the second time she had to do dual roles and she didn't want to wait for the third and just might as well just accept it.

Mr. Antanavica stated she had done a great job with the grants and helped out in the office.

Ms. Provencher said if she were to get overloaded she needed to let the Select Board know. She stated she had enough on her plate with that role plus the grants. It's all administrative and takes time. Ms. Provencher clarified she didn't want to see Ms. Chatterton stressed.

Mr. Antanavica asked if she had any more questions.

Ms. Chatterton stated she did not.

**Mr. Menard made a motion to approve the Assistant Town Administrator contract. Seconded by Mr. Bujak. Motion passes 4-0-0**

b. Contract Approval – Town Administrator – passed over.

### **3. CIVIC ANNOUNCEMENTS**

a. Presidential Primary, Tuesday March 5<sup>th</sup> 6AM-8PM

Mr. Bujak read the civic announcement stating that polls are open 6am-8pm and asked residents to please come out and vote.

**Mr. Menard made a motion to adjourn at 7:28 PM. Ms. Provencher seconded. Motion passes 4-0-0.**

**ADJOURN**