

**SELECT BOARD MEETING MINUTES
FEBRUARY 5, 2018
TOWN HALL, SELECTMEN'S CONFERENCE ROOM**

CALL TO ORDER/OPENING

Chairman Brooks called the meeting to order at 6:30pm. Chairman Harry Brooks, Vice-Chair Dianna Provencher, 2nd Vice-Chair Sandra Wilson, Selectman Douglas Belanger and Town Administrator David Genereux were in attendance. Mr. Green was absent due to out of Town travel.

PUBLIC COMMENT PERIOD

No members of the public provided comment

1. SCHEDULED

a. 6:30pm - Tarentino Strong 5k Race

A motion was made by Ms. Provencher and seconded by Ms. Wilson to authorize the use of Town roads for the Tarentino Strong 5k Race on April 29th from 8am to noon. The motion carried unanimously.

b. 6:45pm – FY'19 Budget Presentation

Mr. Genereux provided a brief overview of the budget which will be discussed in more detail at Saturday's FY'19 budget meeting. New growth is \$594,354 which includes \$50,000 from the Cultivate Community Host Agreement but \$449,745 must come off the top to address the increase in intergovernmental expenses (Worcester Regional Retirement, health insurance, workers comp etc.). This leaves \$144,559 to split 75%/25% between the School and the Town. School and Town budgets will both increase by 0.67%. In the Town budget, there is \$54,000 in remaining funds to be allocated to departments and cover non-union wages. The budget as it stands is balanced but there is no good news on either side. In FY'20, Mr. Genereux stated the Town will likely be making cuts. This reflects the need for a broader discussion on economic development and how to increase revenues for the Town or service cuts will happen. Mr. Belanger asked about the net increase in State aid and Mr. Genereux responded 3.25%. Ms. Wilson stated the School Committee, Finance Advisory Board and Select Board met and agreed upon a 60/40 split. Mr. Genereux stated he would check the policy manual.

2. CORRESPONDENCE

a. Student Liaison Reports

This item was passed over.

b. Monthly Department Reports

Mr. Genereux noted the December Department reports are in the Board packet so the public and the Board can see what departments are doing. Mr. Genereux added if the Board has any questions on any of the reports to let him know.

3. NEW BUSINESS

a. Resignations

i. Steven LeBoeuf – Town Hall Renovations Committee

A motion was made by Mr. Belanger and seconded by Ms. Provencher to accept with regrets the resignation of Steven LeBoeuf from the Town Hall Renovations Committee and to send a letter of thanks. The motion carried unanimously.

ii. Jim Reinke – Commission on Disabilities, CDBG Advisory Committee, Economic Development Committee

A motion was made by Mr. Belanger and seconded by Ms. Provencher to accept with regrets the resignation of Jim Reinke from the Commission on Disabilities, the CDBG Advisory Committee and the Economic Development Committee and to send a letter of thanks. The motion carried unanimously.

b. Appointments

i. David Genereux – Chief Procurement Officer, Right to Know Officer

A motion was made by Ms. Wilson and seconded by Ms. Provencher to appoint the Town Administrator as the Chief Procurement Officer and the Right to Know Officer for the Town of Leicester. The motion carried unanimously.

ii. Sgt. Craig Guertin – Police Representative – LEPC

A motion was made by Ms. Wilson and seconded by Ms. Provencher to appoint Sgt. Craig Guertin as the Police Department representative to the Leicester Emergency Planning Committee (LEPC). The motion carried unanimously.

iii. Permanent Police Officer Appointments – Matthew Soojian & Charles Laperle

Sgt. Doray presented a request to appoint Matthew Soojian and Charles Laperle, who were previously appointed conditionally, as permanent police officers. Both would attend the State Police Academy in April. Sgt. Doray requested the Board sign a waiver to allow Charles Laperle to work until the academy starts as he is currently a police officer in Barre. A motion was made by Mr. Belanger and seconded by Ms. Wilson to appoint Matthew Soojian and Charles Laperle as permanent police officers and to sign the waiver for Charles Laperle. The motion carried unanimously. The motion was amended by Mr. Belanger and seconded by Ms. Wilson to add giving seniority to Matthew Soojian as he is first on the civil service list. The motion carried unanimously.

c. Leroux Liquors Fence

Harry Patel with Leroux Liquors presented a request for a 6' white fence around his property to have privacy from the new Fire & EMS Headquarters. Mr. Patel stated Mr. Mizikar was going to put up a fence on the property line. Tom Buckley, former Selectman, said Mr. Mizikar told him there would be a privacy fence around Leroux's property and also said the Town could not cut down the trees on Mr. Patel's property because that would be a private use of public funds but could cut down overhanging branches. Mr. Brooks added that Mr. Mizikar stated he remembers a fence in the back of the property but the Planning Board agreed to put up trees instead. Mr. Brooks stated that no fence on the long driveway was ever discussed. Mr. Buckley felt the fence was necessary because of the change in the topography of the land and having a road with traffic going out of the Station now. Mr. Belanger stated his knowledge matches Mr. Buckley's and the Town intended to do something to deal with the invasion of privacy even though there were no specific promises. Mr. Belanger stated he is in favor of doing something to address this issue and feels an obligation to the neighbors. Ms. Wilson stated the Fire Station Building Committee had four public meetings before the Planning Board and ZBA and this issue never came up from the property owner who did not attend any of these meetings. When the possibility of adding a fence along the back of Leroux Liquors came up, the Planning Board determined trees were sufficient and directed the Building Committee to add extra trees to that side. Ms. Wilson noted there is no funding left in the Fire Station budget so funding for this fence would have to come out of the regular Town budgets. Mr. Buckley stated \$50,000 was set aside for fencing. Laurie Tallocchi, another neighbor, stated she was told a fence was going up on the backside of the Leroux's building. Mr. Belanger recommended the Select Board Chair, Building Committee Chair, Town Administrator and Mr. Patel to meet and come up with an agreeable decision and if not bring the matter back before the Board.

d. Town Hall Project - Permit & Inspection Fees & Construction Discussion

Mr. Genereux noted the bids for the renovation of the third floor of Town Hall came in three times over the estimated cost of \$120,000 and the total project budget is \$185,000. The low bidder noted the costs were so high due to the removal of walls which get in the way of the HVAC system and electric. Mr. Genereux recommended the Board not accept the bids and has spoken with Dan Deedy who is of the same opinion that the project must be pared down. The third floor would look more like the second floor with a server room. The elevator and bathroom project are still slated to move forward. A motion was made by Mr. Belanger and seconded by Ms. Wilson to reject all bids for the third floor renovation project. The motion carried unanimously. A motion was made by Ms. Wilson and seconded by Ms. Provencher to reduce the scope of the project. The motion carried unanimously. A motion was made by Ms. Provencher and seconded by Mr. Belanger to waive the fees collected by the Town for this project with the exception of inspector fees. The motion carried unanimously.

e. Dissolve Open Space and Recreation Committee

A motion was made by Ms. Provencher and seconded by Ms. Wilson to dissolve the Open Space & Recreation Committee. The motion carried unanimously.

f. Opioid Class Action Lawsuit

A motion was made by Mr. Belanger and seconded by Ms. Provencher to join an opioid lawsuit for municipalities. The motion carried unanimously.

g. Surplus Supply Disposal – 1975 Aerial Scope

A motion was made by Ms. Wilson and seconded by Ms. Provencher to declare the 1975 Aerial Scope Fire Truck as surplus. The motion carried unanimously.

h. Library Renovation & Expansion Project Change Order Policy

Mr. Genereux presented a revised Change Order Policy for the Board's consideration. The purpose of the policy remains the same with a few minor changes including having the entire Library Building Committee vote on emergency change orders in excess of \$25,000 and clarifying what is a significant design change that must be voted on by the Select Board. A motion was made by Ms. Wilson and seconded by Mr. Belanger to approve the revised Change Order Policy. The motion carried unanimously.

4. DISCUSSION/OLD BUSINESS

a. Green Communities Grant

This item was passed over.

b. February Second Meeting Date

The Board agreed to meet on February 10th at 8:30am prior to the FY'19 budget meeting and on February 26th.

c. IT Services

Mr. Genereux noted that the Town signed a three-year contract for IT services with a local provider in late June. Three quotes were received for one year of service ending June 30, 2018 and the Board voted on a one-year contract but did sign a three-year contract. Mr. Genereux has begun seeking quotes for the next year and may do an RFP for 3 years as the three-year contract is only valid for one year.

5. TOWN ADMINISTRATOR REPORT

Mr. Genereux presented highlights from his written report.

6. MINUTES

a. January 8, 2018

This item was passed over.

7. SELECT BOARD REPORTS

Mr. Belanger stated there was an awkwardness to the meeting that has more to do with juggling and dealing with idiosyncrasies rather than inability and thanked everyone for their patience.

Ms. Wilson advocated for ice safety, asking residents to test the ice before going out and be careful of black ice on driveways and sidewalks.

Ms. Provencher noted the State awarded the Town funding to replace the Church Street bridge through the Municipal Small Bridge Program. Mr. Genereux added he has had some discussions with MassDOT regarding an interim solution due to safety which would consist of binding the bridge with steel so the Board may not have to close the bridge.

8. FUTURE MEETING TOPICS

None

9. EXECUTIVE SESSION, MGL CHAPTER 30A, SECTION 21A

No executive session was held.

A motion to adjourn was made by Ms. Provencher and seconded by Mr. Belanger at 8:21pm. The motion carried unanimously.