

**SELECT BOARD MEETING MINUTES**  
**JUNE 17, 2019 at 6:30pm**  
**TOWN HALL, SELECT BOARD CONFERENCE ROOM**

**CALL TO ORDER/OPENING**

Chairwoman Provencher called the meeting to order at 6:30pm. Chair Dianna Provencher, Vice Chair Sandra Wilson, Selectman Harry Brooks, Selectman Rick Antanavica, Selectman John Shocik, Student Liaisons Katheryn Stapel and Jacob Stolberg, Town Administrator David Genereux and Assistant to the Town Administrator Kristen Forsberg were in attendance.

**1. SCHEDULED ITEMS**

**a. 6:30pm – Select Board Reorganization**

A motion was made by Mr. Antanavica and seconded by Mr. Brooks to appoint Sandy Wilson as Chair. The motion carried 5:0:0.

A motion was made by Ms. Wilson and seconded by Mr. Shocik to appoint Harry Brooks as Vice-Chair. The motion carried 5:0:0.

A motion was made by Ms. Wilson and seconded by Mr. Brooks to appoint Rick Antanavica as 2<sup>nd</sup> Vice-Chair. The motion carried 5:0:0.

**b. 6:30pm – Liquor License Change of Category Hearing – Northeast Pizza, 1205 Main Street**

Steve Barrett with Northeast Pizza discussed his plan to add a small bar to the restaurant to serve both beer & wine and hard alcohol. Mr. Barrett did not feel the hours on his license needed to be changed at this time as he intended to staff the bar from 4pm-10pm to start. A motion was made by Ms. Provencher and seconded by Mr. Brooks to allow Northeast Pizza to change their license from beer and wine to all alcohol. The motion carried 5:0:0. Ms. Wilson read the public hearing notice which was inadvertently omitted from the public hearing.

**c. 6:45pm – Middle School Project Update – Middle School Building Committee**

Representatives from the Middle School Building Committee, Owners Project Manager NV5 and architectural firm Finegold Alexander provided an update on the Middle School Feasibility Study process. The study is looking at a number of configurations, of which a Pre-K through 8 school is preferred. The estimated projected cost would be \$87M. Approximately 59% of the cost would be reimbursed by the Mass School Building Authority. The remaining balance would require a debt exclusion for 20 years which would add \$3.40 to the tax rate.

**2. PUBLIC COMMENT PERIOD**

No members of the public provided comment

**3. REPORTS & ANNOUNCEMENTS**

**a. Student Liaison Reports**

The Student Liaisons provided updates from the Leicester Public Schools including:

- Primary – summer reading, summer exploration camps
- Middle – 5<sup>th</sup> grade will be moving to the Middle School, summer reading and assigned work, Arabic will be offered in the fall
- High – summer learning experience required, summer reading, AP scores released on July 7<sup>th</sup>, World War II Europe trip

School is out for the summer and will resume August 27<sup>th</sup>.

**b. Select Board Reports**

The Select Board discussed a variety of topics including welcoming new member John Shocik, kudos to Ms. Forsberg for assisting with the Cherry Valley Water District meetings, being careful driving now that school is out, the Library Grand Opening June 23<sup>rd</sup> from 2-4pm, Concerts on the Common start July 3<sup>rd</sup> (all concerts on Wednesdays from 6:30-8:30pm), congratulations to the girls softball team for making the playoffs, the Middle School Harry Potter film was phenomenal and setting Town Administrator's goals at the next meeting.

**c. Town Administrator Report**

The Town Administrator presented highlights from his written report including addressing the water issues on Warren Ave, meeting with Rep. LeBoeuf and the MWRA regarding water for Cherry Valley, Church Street bridge project underway, EDA grant application for a water/sewer feasibility study submitted, highway materials contracts drafted and Memorial School RFP drafted.

**d. Recognition – Officers Lombardozzi and Brooks**

Ms. Wilson read a letter of thanks from a resident for a positive interaction with Officers Lombardozzi and Brooks and commended the Officers for their conduct.

**4. RESIGNATIONS & APPOINTMENTS**

**a. Appointment – Middle School Building Committee Select Board Position – Harry Brooks**

A motion was made by Ms. Provencher and seconded by Mr. Shocik to confirm the appointment of Mr. Brooks as the Select Board representative to the Middle School Building Committee. The motion carried 5:0:0.

**b. Appointments – Memorial School Disposition Subcommittee**

Bob Mercer and Allen Phillips discussed their reasons for applying to serve on the Memorial School Disposition Subcommittee. The Board will again invite the remaining four applicants to attend the next Select Board meeting at which the three resident at-large committee members will be selected. Mr. Genereux noted the draft RFP has been sent to Town Counsel for review. The Town Administrator will send out a copy of the Town's adaptive reuse bylaw to the Board and the RFP will be discussed further at the next meeting.

**c. Appointment – Per Diem EMT-Basic – Harsh Patel**

A motion was made by Ms. Provencher and seconded by Mr. Brooks to appoint Harsh Patel to the position of per diem EMT-Basic for the Town of Leicester. The motion carried 5:0:0.

**d. FY20 Reappointments**

A motion was made by Mr. Antanavica and seconded by Mr. Brooks to appoint Kenneth Antanavica, Paul Doray, Michael Fontaine, Craig Guertin and Alexander Samia as Agents to the Select Board for a one year term. The motion carried 5:0:0.

A motion was made by Mr. Brooks and seconded by Mr. Antanavica to appoint Kim Mizcek to the Agricultural Commission for a three year term. The motion carried 5:0:0.

A motion was made by Mr. Brooks and seconded by Mr. Antanavica to appoint Judy Ivel to the Bandstand Committee for a three year term. The motion carried 5:0:0.

A motion was made by Mr. Antanavica and seconded by Mr. Shocik to appoint Dianna Provencher to the Burncoat Pond Watershed District for a one year term. The motion carried 5:0:0.

A motion was made by Ms. Provencher and seconded by Mr. Brooks to appoint Marjorie Cooper to the Bylaw Committee for a three year term. The motion carried 5:0:0.

A motion was made by Mr. Antanavica and seconded by Ms. Provencher to appoint Jeff Taylor as Fence Viewer for a one year term. The motion carried 5:0:0.

A motion was made by Mr. Brooks and seconded by Ms. Provencher to appoint James Cooper and JoAnn Schold to the Conservation Commission for a three year term. The motion carried 4:1:0 with Ms. Wilson casting the opposing vote.

A motion was made by Mr. Antanavica and seconded by Mr. Brooks to appoint Kenneth Antanavica, Paul Doray, Michael Fontaine, Craig Guertin, Gregory Kemp and Alexander Samia as Constables for one year. The motion carried 5:0:0.

A motion was made by Mr. Brooks and seconded by Ms. Provencher to appoint Jane Todd to the Council on Aging for a three year term. The motion carried 5:0:0.

A motion was made by Mr. Antanavica and seconded by Mr. Brooks to appoint Leona Anderson and Erik Lerdel to the Economic Development Committee for a one year term. The motion carried 5:0:0.

A motion was made by Ms. Provencher and seconded by Mr. Brooks to appoint Robert Wilson as the EMS Director and Michael Franklin as the EMS Coordinator for a one year term. The motion carried 5:0:0.

A motion was made by appoint Joanne Hovagimian, Judith Ivel, Brian Knott, Diane Moffat, Derrick Ruth and Kelley Southwick to the Health Insurance Advisory Committee for a one year term. The motion carried 5:0:0.

A motion was made by Ms. Provencher and seconded by Mr. Shocik to appoint Jason Grimshaw and Don Lennerton to the Historical Commission for a three year term. The motion carried 5:0:0.

A motion was made by Ms. Provencher and seconded by Mr. Shocik to appoint Dennis Griffin, Jan Parke and Glenda Williamson to the Keep Leicester Green Committee for a one year term. The motion carried 5:0:0.

A motion was made by Ms. Provencher and seconded by Mr. Antanavica to appoint Tom Brennan, Don Lennerton, Patrick McKeon and Bruce Swett to the Memorial Day Committee for a one year term. The motion carried 5:0:0.

A motion was made by Ms. Provencher and seconded by Mr. Brooks to appoint Theodore Antanavica as the Parking Tickets Hearing Officer for a one year term. The motion carried 4:0:1 with Mr. Antanavica abstaining.

A motion was made by Ms. Provencher and seconded by Mr. Brooks to appoint Paul Davis, Jess Margadonna, Lucky Margadonna, Pat McKay, Nancy Ortiz, Joanne Bernier and Bob Pingeton to the Parks and Recreation Committee for a one year term. The motion carried 5:0:0.

A motion was made by Mr. Antanavica and seconded by Mr. Shocik to appoint the list of Special Police Officers as presented for a one year term. The motion carried 4:0:1 with Mr. Brooks abstaining.

A motion was made by Mr. Brooks and seconded by Ms. Provencher to appoint the list of Recycling Committee members as presented for a one year term. The motion carried 5:0:0.

A motion was made by Mr. Antanavica and seconded by Mr. Brooks to appoint Michael Curtis to the Registrar of Voters for a three year term. The motion carried 5:0:0.

A motion was made by Ms. Provencher and seconded by Mr. Shocik to appoint Mr. Genereux as the Right to Know Officer for a one year term. The motion carried 5:0:0.

A motion was made by Ms. Provencher and seconded by Mr. Brooks to appoint Dennis Griffin to the Road Conversion Committee for a one year term. The motion carried 5:0:0.

A motion was made by Ms. Provencher and seconded by Mr. Shocik to appoint Bruce Swett as the Veterans Graves Registration Officer for a one year term. The motion carried 5:0:0.

A motion was made by Mr. Brooks and seconded by Ms. Provencher to appoint Mary Moore to the Zoning Board of Appeals for a five year term. The motion carried 5:0:0.

A motion was made by Mr. Brooks and seconded by Ms. Provencher to appoint Richard Johnston to the Zoning Board of Appeals as an alternate for a three year term. The motion carried 5:0:0.

**e. FY20 Board Appointments & Assignments**

A motion was made by Mr. Brooks and seconded by Mr. Antanavica to appoint the Board to voting positions on various board and committees as presented. The motion carried 5:0:0. The Chair assigned liaison positions.

**5. OTHER BUSINESS**

**a. Request to Dispose of Surplus Highway Equipment**

A motion was made by Mr. Antanavica and seconded by Mr. Brooks to approve the request to dispose of surplus highway equipment with a minimum bid as presented. The motion carried 5:0:0.

**b. Line Painting Update**

Highway Superintendent Dennis Griffin and the Board discussed road line painting. Common practice is to paint double solid yellow lines on secondary roads as opposed to single white lines. Mr. Genereux noted that the State will be repaving all of Route 9 from the Worcester to the Spencer line. The State anticipates starting after the July 4<sup>th</sup> holiday and the project is expected to last no more than 80 workdays. Manhole covers will be replaced, lines will be repainted and a conduit will be installed in hopes of adding a lighted crosswalk at Giguere Gymnastics in the future.

**c. Contracts – FY20 Highway Materials**

A motion was made by Ms. Provencher and seconded by Mr. Brooks to sign an amendment to the FY19 contract with Seal Coating Inc. for crack sealing, not to exceed \$77,000. The motion carried 5:0:0.

A motion was made by Mr. Brooks and seconded by Ms. Provencher to approve the FY20 contract with Mass Broken Stone Company for Type I Bituminous Concrete, not to exceed \$38,135. The motion carried 5:0:0.

A motion was made by Ms. Provencher and seconded by Mr. Antanavica to approve the FY20 contract with Seal Coating Inc. for crack sealing, not to exceed \$30,000. The motion carried 5:0:0.

**d. Maple Hill Disc Farms – (4) One Day Beer/Wine License Request – 132 Marshall Street**

A motion was made by Mr. Brooks and seconded by Ms. Provencher to approve 4 one day beer and wine licenses to Maple Hill Disc Farms on 8/29, 8/30, 8/31, 9/1 from 12pm to 10pm. The motion carried 5:0:0.

**e. Police Department Donation**

A motion was made by Mr. Brooks and seconded by Ms. Provencher to accept a \$100 donation to the police department from the Leicester Senior Citizens Club. The motion carried 5:0:0.

**f. Police Assessment Center Proposals**

A motion was made by Ms. Provencher and seconded by Mr. Shocik to hire MMA Consulting Group to conduct the Police Chief and Police Lieutenant Assessment Center. The motion carried 4:1:0 with Mr. Brooks casting the opposing vote.

**g. FY20 Select Board Meeting Dates**

This item will be discussed at the next board meeting.

**h. Reserve Fund Transfers – Veterans Benefits, Town Hall Building Maintenance, Town Hall Electrical Panels**

A motion was made by Ms. Provencher and seconded by Mr. Antanavica to approve the reserve fund transfer request for Veterans Services in the amount of \$11,000. The motion carried 5:0:0.

A motion was made by Ms. Provencher and seconded by Mr. Brooks to approve the reserve fund transfer request for Town Hall Water and Sewer in the amount of \$5,000. The motion carried 5:0:0.

A motion was made by Ms. Provencher and seconded by Mr. Antanavica to approve the reserve fund transfer request for electrical panels at the Town Hall in the amount of \$20,000. The motion carried 5:0:0.

**i. Letter of Support – EDA Water & Sewer Feasibility Study Grant**

A motion was made by Mr. Brooks and seconded by Ms. Provencher to sign a letter of support for the EDA water and sewer feasibility study grant. The motion carried 5:0:0.

**j. Contract – Animal Inspector – Janet King**

A motion was made by Mr. Brooks and seconded by Ms. Provencher to authorize the Town Administrator to sign a one year a contract with Janet King for Animal Inspector services. The motion carried 5:0:0.

**k. FY17 CDBG Grant Extension**

A motion was made by Mr. Antanavica and seconded by Mr. Shocik to authorize Mr. Brooks to sign the FY17 CDBG grant extension. The motion carried 5:0:0.

**l. Set Trick or Treating Date and Time**

A motion was made by Mr. Brooks to hold Trick or Treating on October 26, 2019 from 6-8pm. The motion received no second. A motion was made by Ms. Provencher and seconded by Mr. Shocik to Trick or Treating on October 31, 2019 from 6-8pm. The motion carried 4:1:0 with Mr. Brooks casting the opposing vote.

**6. MINUTES**

**a. June 3, 2019**

A motion was made by Mr. Brooks and seconded by Mr. Antanavica to approve the minutes of June 3, 2019. The motion carried 5:0:0.

A motion to adjourn was made by Mr. Antanavica and seconded by Mr. Brooks at 9:01pm. The motion carried 5:0:0.