

**SELECT BOARD MEETING MINUTES  
AUGUST 17, 2020 AT 6:00PM  
VIRTUAL MEETING**

**CALL TO ORDER/OPENING**

Chairwoman Provencher called the meeting to order at 6:00pm. Chair Dianna Provencher, Vice-Chair Harry Brooks, Second Vice-Chair John Shocik, Selectman Rick Antanavica, Selectman Herb Duggan, Jr., Town Administrator David Genereux and Assistant to the Town Administrator Kristen Forsberg were in attendance.

**1. SCHEDULED ITEMS**

**a. 6:30 PM - Fire Station Retention Pond Discussion with VHB**

Luke Boucher, engineer with VHB, discussed proposed drainage options for the Fire & EMS Headquarters to alleviate water flowing from the site into the Warren Ave neighborhood due to failing retention ponds. Options discussed included using Gleason Way, Harberton and Warren Ave out to Route 9. A new resident on Harberton expressed concern about drainage running across his property to Sargents Pond as he has issues controlling the water now. Mr. Boucher noted that replacing the Warren Ave drainage system would slow down the rate of water coming off the site the most out of all options. The Board discussed amendment #5 (wetlands delineation) and amendment #6 (feasibility study for a pump station) to the VHB contract and decided to revisit this item at their next meeting.

**2. REPORTS & ANNOUNCEMENTS**

**a. Select Board Reports**

The Select Board discussed various topics including the 8/5 School Building Committee meeting, thanks to all public safety employees for their work during the storm and a recent fire, Mr. Brooks apologized for making a gesture at the last meeting, the upcoming meeting with City Manager of Worcester regarding the health alliance, the third party drainage study for the proposed new school, thanks to all who volunteer in town, be respectful of others opinions and tree removal at Burncoat Park.

**b. Town Administrator Report**

The Town Administrator presented highlights from his written report.

**3. PUBLIC COMMENT PERIOD**

No members of the public provided comment.

**4. RESIGNATIONS & APPOINTMENTS**

**a. Resignation – Michael Curtis – Registrar (Republican)**

A motion was made by Mr. Antanavica and seconded by Mr. Shocik to accept the resignation of Michael Curtis from the Board of Registrars and to send a letter of thanks for his service. Roll call: 5:0:0.

**b. Appointment – William LeBeau – Registrar (Republican)**

A motion was made by Mr. Antanavica and seconded by Mr. Shocik to appoint William LeBeau to the Board of Registrars to fill a republic seat. Roll call: 5:0:0.

**c. Appointment – Suzanne Sears – Parks & Rec Committee**

A motion was made by Mr. Shocik and seconded by Mr. Antanavica to appoint Suzanne Sears to the Parks & Rec Committee. Roll call: 5:0:0.

d. **Appointment – Renee McCue-Hall – Council on Aging**

A motion was made by Mr. Brooks and seconded by Mr. Antanavica to appoint Renee McCue-Hall to the Council on Aging. Roll call: 5:0:0.

**5. OTHER BUSINESS**

a. **Recycling Center Discussion Update**

The Select Board and members of the Recycling Committee discussed fees for commercial landscaping companies using the Center, allowing an out of town contractor to use the Center, compost and not taking root balls or large branches. The Committee will continue to discuss these items and let the Board know if they need any assistance.

b. **Sign State Primary Warrant**

A motion was made by Mr. Antanavica and seconded by Mr. Shocik to sign the State Primary Warrant. Roll call: 5:0:0.

c. **Discussion/Vote to set date, time and location of Fall Town Meeting – 11/17/2020 @ 7:00 – High School Gymnasium**

A motion was made by Mr. Antanavica and seconded by Mr. Shocik to set the date, time and location of Fall Town Meeting as November 17<sup>th</sup> at 7pm in the High School Gym. Roll call: 5:0:0.

d. **Discussion/Vote to open the Fall Town Meeting Warrant and set warrant closing date – 09/24/2020 @ 5:00 PM.**

A motion was made by Mr. Brooks and seconded by Mr. Antanavica to open the Fall Town Meeting Warrant and to set the closing date as September 24, 2020. Roll call: 5:0:0.

e. **Discussion/Vote - Police Contract MOU**

This item was passed over.

f. **Discussion/Vote - Department Head Contracts**

A motion was made by Mr. Antanavica and seconded by Mr. Duggan to approve a new three-year contract with Library Director Suzanne Hall. Roll call: 5:0:0.

A motion was made by Mr. Antanavica and seconded by Mr. Shocik to approve a new three-year contract with Town Accountant Allison Lawrence. Roll call: 5:0:0.

A motion was made by Mr. Antanavica and seconded by Mr. Shocik to extend the contract with Assessor John Prescott through December 31, 2020 due to his impending retirement. Roll call: 5:0:0.

g. **Reserve Fund Transfer - \$14,000 – Fire Department Air Pack Replacement Grant Match**

A motion was made by Mr. Brooks and seconded by Mr. Antanavica to recommend the Finance Advisory Board approve a \$14,000 Reserve Fund Transfer request from the Fire Department to provide matching funds for a \$294,000 grant received to replace SCBA devices. Roll call: 5:0:0.

h. **Approval of Sale of \$1,969,445 in Bonds Anticipation Notes (BAN)**

A motion was made by Mr. Antanavica and seconded by Mr. Shocik to approve the sale of \$1,969,445 in bond anticipation notes for various projects at an interest rate of 0.64%. Roll call: 5:0:0.

i. **Discussion/Vote – FY21 Town Administrator Goals**

This item was passed over

j. **Discussion/Vote – Collection/Donation Box Ban Bylaw**

The Board discussed potential amendments to the collection box bylaw including banning the boxes, restricting approval to nonprofit organizations only, limiting the number of boxes allowed in town, how to deal with pre-existing boxes and giving the authority for overseeing the permitting of these boxes to the Board of Health. Mr. Genereux will speak with Town Counsel and draft a bylaw amendment for the November Fall Town Meeting.

**6. MINUTES**

a. **July 20, 2020**

A motion was made by Mr. Antanavica and seconded by Mr. Shocik to approve the minutes of July 20, 2020. Roll call: 5:0:0.

b. **July 30, 2020**

A motion was made by Mr. Antanavica and seconded by Mr. Shocik to approve the minutes of July 30, 2020. Roll call: 5:0:0.

c. **August 3, 2020**

A motion was made by Mr. Shocik and seconded by Mr. Antanavica to approve the minutes of August 3, 2020. Roll call: 5:0:0.

A motion to adjourn was made by Mr. Brooks and seconded by Mr. Antanavica at 8:51pm. Roll call: 5:0:0.