

**SELECT BOARD MEETING MINUTES  
SEPTEMBER 14, 2020  
VIRTUAL MEETING**

**CALL TO ORDER/OPENING**

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

**1. SCHEDULED ITEMS**

**a. 6:00pm – FY19 Audit Discussion**

Tom Scanlon gave an overview of the FY19 audit Scanlon & Associates completed for the Town and stated that the audit was favorable with no findings.

**2. PUBLIC COMMENT PERIOD**

No members of the public provided comment

**3. REGULAR BUSINESS ITEMS**

**a. Update - 09/26/20 School Special Town Meeting**

Town Administrator David Genereux provided an update on the COVID-19 related precautions being taken for the School Special Town Meeting and the costs associated with those measures. Select Board members and members of the public discussed the capacity of the venue, logistical concerns, and publicizing the event to town voters.

**b. Discussion/Vote – Special Municipal Employee Designation – Emergency Management Director**

A motion was made by Mr. Antanavica and seconded by Mr. Duggan to designate the emergency management director as a special municipal employee. Roll Call 5:0:0

**c. Discussion/Vote – Special Municipal Employee Designation – Veterans Service Officer**

A motion was made by Mr. Antanavica and seconded by Mr. Shocik to designate the veterans service officer position as a special municipal employee. Roll call 5:0:0

**d. Discussion/Vote – Citizen Request; Adoption of a Recall Bylaw for Elected Officials**

Select Board members discussed the previous efforts to enact a recall bylaw, the timeline for enacting such a change, and asked the Town Administrator to review recall bylaws in other communities.

**e. Discussion/Vote – Reserve Fund Transfer - Reclaiming and Surfacing Westminster Street**

Highway Superintendent Dennis Griffin discussed issues with Westminster Street washing out into Stafford Street during weather events and recommended reclaiming and surfacing of this road although it is a private road due to hazardous conditions created. Board members discussed the costs of the project, the benefits to public safety, and the history of accidents in the area. A motion was made by Mr. Brooks and seconded by Mr. Shocik to approve the reserve fund transfer for the reclaiming and surfacing of Westminster Street. Roll Call 5:0:0

**f. Discussion/Vote – Future Fire Department Management Options - Potential Adoption of MGL Chapter 48, Sections 42 or 42A; or Retaining Board of Fire Engineers**

Due to the impending retirement of the Town's long time Fire Chief Bob Wilson, the Board discussed the various management structures available to the Town moving forward (retain the Board of Fire Engineers, appoint a "weak chief" or appoint a "strong chief"), the possibility of conducting a study of these management structures and the need for input from fire officials and employees. A motion was made by Mr. Antanavica and seconded by Mr. Shocik to table the item until the September 21<sup>st</sup>, 2020 Select Board Meeting to allow for input from Fire and EMS officials. Roll Call 5:0:0

**g. Discussion/Vote – Resumption of Tax Collection Activity**

A motion was made by Mr. Shocik and seconded by Mr. Antanavica to resume tax collection activity. Roll Call 4:1:0 (Mr. Brooks was opposed).

**h. Discussion/Vote – Collection Box Bylaw Amendment**

Select Board members discussed current and future enforcement of the collection box bylaw, using sticker permits on the boxes, revising the bylaw and bringing permitting under purview of the Board of Health. The board took no action and Mr. Genereux stated he would incorporate the board's feedback into the bylaw for their review at the September 21<sup>st</sup> Select Board meeting.

**i. Discussion/Vote – Use of Town Owned Roads – Midstate Massive Ultra Trail Race – October 10<sup>th</sup>-11<sup>th</sup>**

A motion was made by Mr. Brooks and seconded by Mr. Antanavica to allow the use of Town roads for the Midstate Massive Ultra Trail Race on October 10<sup>th</sup> and 11<sup>th</sup> from 11:30pm to 5:00am. Roll Call 5:0:0

**j. Discussion/Vote – Trick or Treating Date, Hours and Safety Protocols**

After a discussion on state guidance for Halloween and other Halloween activities in Town, a motion was made to allow trick or treating from 4-6pm on October 31<sup>st</sup> and to require participants to wear masks Mr. Antanavica and seconded by Mr. Duggan. Roll Call 5:0:0

**k. Discussion/Vote – Right of First Refusal - Huntoon Memorial Highway (Map 44, Parcel A7)**

A motion was made to not exercise the Board's right of first refusal to purchase land on Huntoon Memorial Highway by Mr. Antanavica and seconded by Mr. Shocik. Roll Call 5:0:0

**4. RESIGNATIONS & APPOINTMENTS**

**a. Retirement – Principal Assessor – John Prescott**

A motion was made by Mr. Antanavica and seconded by Mr. Shocik to accept John Prescott's retirement and to send a letter thanking him for his service. Mr. Brooks left the meeting at 8:49pm. Roll Call 4:0:0

**b. Appointment – Local Emergency Planning Committee – Art Paquette (Media Representative)**

A motion was made by Mr. Antanavica and seconded by Mr. Shocik to appoint Art Paquette as the media representative on the Local Emergency Planning Committee. Roll Call 4:0:0

**c. Appointment – Emergency Management Director – Jason Main**

A motion was made by Mr. Antanavica and seconded by Mr. Shocik to appoint Jason Main as the Emergency Management Director. Roll Call: 4:0:0

**d. Appointment – Health Agent**

This item was passed over

**5. REPORTS & ANNOUNCEMENTS**

**a. Student Liaison Reports**

The Student Liaisons presented updates from the Leicester Public Schools.

**b. Town Administrator Report**

The Town Administrator presented highlights from his written report.

**c. Select Board Reports**

The Select Board discussed a variety of topics including recent board and committee meetings, fire department radios, resident concerns, and the use of cell phones during public meetings.

A motion to adjourn was made by Mr. Antanavica and seconded by Mr. Shocik at 9:19pm. Roll call: 4:0:0.