

**MINUTES
BOARD OF SELECTMEN MEETING
MAY 22, 2017
TOWN HALL, SELECTMEN'S CONFERENCE ROOM**

CALL TO ORDER/OPENING

Chairman Belanger called the meeting to order at 6:30pm. Chairman Douglas Belanger, Vice Chair Harry Brooks, 2nd Vice Chair Thomas E. Buckley, III, Selectwoman Dianna Provencher, Selectman Michael Shivick, Town Administrator Kevin Mizikar, Assistant to the Town Administrator Kristen Forsberg and Student Liaisons Jaymi-Lyn Souza and Robert Kemp were in attendance.

PUBLIC COMMENT PERIOD

No members of the public provided comment

1. NEW BUSINESS

a. 6:30pm – Representative Campanale – State Budget Discussion

Representative Campanale discussed the House budget, noting it has been a difficult budget season. The originally projected 3.9% increase in revenues is falling far below projections monthly. The State budget is increasingly going towards rising healthcare costs. The House budget includes \$15K in funding for Greenville dam renovations. Board members asked that Leicester be included in proposed funding programs including funding for water issues and being included in the environmental bond bill.

2. CORRESPONDENCE

a. Student Liaison Reports

The students presented highlights from their written report.

b. Eagle Scout Ceremony

Mr. Belanger presented an invitation for the Board to attend Sam Tsonglis' eagle scout ceremony at the Knights of Columbus on Sunday at 2pm. A motion was made by Ms. Provencher and seconded by Mr. Shivick to sign the eagle scout award certificate. The motion carried unanimously.

3. NEW BUSINESS

a. Resignations

A motion was made by Mr. Shivick and seconded by Mr. Buckley to reluctantly accept the resignation of Kevin J. Mizikar from the position of Town Administrator effective July 7, 2017. The motion carried unanimously.

b. Appointments

i. A motion was made by Mr. Buckley and seconded by Mr. Shivick to appoint Martiella Ullman to the Commission on Disabilities. The motion carried unanimously

ii. A motion was made by Ms. Provencher and seconded by Mr. Shivick to appoint Janet King to the position of Inspector of Animals. The motion carried unanimously.

iii. A motion was made by Ms. Provencher and seconded by Mr. Buckley to appoint Russell Anderson to the Burncoat park Sports Planning Committee. The motion carried unanimously.

iv. Mr. Mizikar noted the Board must appoint one Board member (or designee) and 4 at-large members to the Middle School Building Committee. The Superintendent has provided a list of everyone on the School Facilities

Capital Committee and these committee members are eligible and interested. The Town Administrator's office will put out a formal notice of the availability of these positions and bring applications back to the Board on June 5th.

v. Town bylaws require the hiring of a search committee to select the next Town Administrator. The Moderator has selected Wendy Cehon and Darryl Burks. The Finance Advisory Board has selected Bonnie Layden. In lieu of having a Personnel Board, Town Counsel has ruled that the Board of Selectmen serve in their stead. A motion was made by Ms. Provencher and seconded by Mr. Brooks to appoint Harry Brooks and Doug Belanger to the Town Administrator Search Committee. The motion carried unanimously.

Mr. Belanger presented an aggressive calendar which plans to have a new Town Administrator on board by November. The screening committee will make a recommendation to the Board on whether or not to hire a consultant to oversee the search. Mr. Mizikar noted the position could be advertised in advance of the screening committee meeting as this part of the process does not fall under their authority according to the Town Bylaw and it could push up the schedule by a week. A motion was made by Mr. Brooks and seconded by Ms. Provencher to advertise the position asap. The motion carried unanimously.

c. Construction Contract – DA Sullivan – Library Expansion and Renovation Project

This item was passed over

d. Consulting Services Agreement – Tata & Howard – Leicester Landfill Monitoring

Mr. Mizikar presented an agreement with Tata & Howard for required environmental monitoring at the landfill. The contract would run through the end of FY'18 and the total value is \$32,600. A motion was made by Ms. Provencher and seconded by Mr. Shivick to authorize the Town Administrator to enter into an agreement with Tata & Howard for environmental monitoring at the landfill. The motion carried unanimously.

e. Lease Purchase Agreement – Aerial Scope Truck – Tax Exempt Leasing Company

A motion was made by Ms. Provencher and seconded by Mr. Buckley to authorize the Town Administrator to sign a 5 year lease purchase for an aerial scope fire truck with annual payments of \$90,081 per year as approved by Town Meeting. The motion carried 4:1 with Mr. Shivick casting the opposing vote.

f. Declination of Right of First Refusal – Green Street Parcels

The Board considered their right of first refusal for purchasing Chapter land on Green Street. This land received reduced taxes under Chapter 61A and the Board has the opportunity to match any bonified offer for the purchase of the land. As no municipal use has been identified, Mr. Mizikar recommended the Board decline to exercise their right of first refusal. A motion was made by Mr. Shivick and seconded by Mr. Buckley to decline the Board's right of first refusal to purchase Chapter 61A land located on Green Street (parcels A, B and C). The motion carried unanimously.

g. Handicapped Parking Fines

In the fall of 2015, Town Meeting voted to create a formal Commission on Disabilities under Mass General Laws. This gives the Town the option to utilize some of the revenue generated from the enforcement of handicapped parking under the purview of the Commission on Disabilities. Mr. Mizikar also recommended increasing fines for handicap parking violations from \$200 to \$300 and allocating the additional \$100 to the Commission on Disabilities to help remove architectural barriers in public spaces within the Town. A motion was made by Mr. Brooks and seconded by Ms. Provencher to set the handicap parking fine at \$300 and to allow the additional \$100 to go into a separate account to be used by the Commission on Disabilities to help remove architectural barriers in public spaces. The motion carried unanimously.

h. 2017 Roadway Improvement Plan

Mr. Mizikar presented a proposed list of streets to be refurbished at a cost of approximately \$600K using Chapter 90 funds with a little left over for contingency. A motion was made by Mr. Buckley and seconded by Mr. Brooks to accept the 2017 Roadway Improvement Plan. The motion carried unanimously.

i. Set Date and Time for Annual Town Election

A motion was made by Ms. Provencher and seconded by Mr. Brooks to set the date and time for the Annual Town Election on June 13, 2017 from 12pm to 8pm at the Town Hall gym. The motion carried unanimously.

j. Sign Annual Town Election Warrant

A motion was made by Ms. Provencher and seconded by Mr. Buckley to sign the Annual Town Election Warrant. The motion carried unanimously.

k. Reserve Fund Transfer Request – EMS Department

An unexpected employee absence will require 40 hour a week position to be backfilled at a cost of \$9,475 for the rest of the fiscal year. The reserve fund has not been used yet this year. A motion was made by Ms. Provencher and seconded by Mr. Buckley to approve the reserve fund transfer for the EMS Department in the amount of \$9,475. The motion carried unanimously.

4. DISCUSSION/OLD BUSINESS

a. Town Administrator Transition and Recruitment

This item was passed over.

5. TOWN ADMINISTRATOR REPORT

The Town Administrator presented highlights from his written report.

6. BOARD OF SELECTMEN REPORTS

Mr. Shivick reminded residents of the June 10th landscaping party down at Towtaid Park and the June 11th karaoke and auction at the High School to benefit Towtaid Park. Mr. Shivick asked the Board to take up the Towtaid Park Committee appointments on their next agenda. Mr. Shivick noted he is waiting to hear on two grant applications for Towtaid and asked Mr. Mizikar to have signs removed from the poles at the park.

Ms. Provencher reminded residents there will be a cleanup at Burncoat Park on June 4th at 10am lead by Kevin Desaulnier and the Burncoat Park Sports Planning Committee. Ms. Provencher attended the CMRPC legislative affairs breakfast and learned about charter schools and how much they cost each town.

Mr. Buckley noted he was thrilled with the way Town Meeting went and that people stayed the whole time even though it was long. The outcome was tremendous and it shows our town is working together to move forward.

Mr. Brooks said last Friday was the Special Olympics and thanked the 160 volunteers and the fire and police departments.

Mr. Belanger reminded residents that the Memorial Day Parade will be held on Memorial Day beginning at 10:30am at the Memorial School. He noted this is a very solemn presentation put on by our veterans and asked that no candy or signs be brought.

A motion to adjourn was made by Mr. Brooks and seconded by Ms. Provencher at 7:59pm. The motion carried unanimously.