

MINUTES
BOARD OF SELECTMEN MEETING
June 5, 2017 at 6:30pm
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. SCHEDULED

2. CORRESPONDENCE

a. Student Liaison Reports

The students presented highlights from their written report.

b. Police Department Donation

A motion was made by Mr. Brooks and seconded by Ms. Provencher to accept a donation to the Police Department in the amount \$1,000 from Hot Dog Annie's. The motion carried unanimously.

3. NEW BUSINESS

a. Resignations

None

b. Appointments

i. EMT Basic – Sarah Seaver

A motion was made by Mr. Brooks and seconded by Mr. Shivick to appoint Sarah Seaver to the position of EMT Basic. The motion carried unanimously.

ii. Middle School Building Committee

A motion was made by Mr. Brooks and seconded by Ms. Provencher to appoint Chris Clark, Marc Armington, Paul McCarthy and Jim Reinke to the Middle School Building Committee as at-large members. The motion carried unanimously.

c. Student Liaison Proclamation

Mr. Belanger read a proclamation in honor of Jaymi-Lyn Souza, Student Liaison, who will be graduating and thereby vacating her seat as student liaison. The Board thanked Ms. Souza for her service over the past two years.

d. Grant of Utility Easement – 1136 Main Street (Leicester Public Library)

Mr. Mizikar presented a request to grant a utility easement at 1136 Main Street for an underground service pole for the library renovation and expansion project. A motion was made by Ms. Provencher and seconded by Mr. Buckley to approve the utility easement at 1136 Main Street. The motion carried unanimously.

e. FY'18 Highway Materials Contracts

A motion was made by Ms. Provencher and seconded by Mr. Buckley to approve the FY'18 Highway Materials contracts. The motion carried unanimously.

f. Tax Agreement – Borrego Solar

Mr. Mizikar presented a solar tax agreement with Borrego Solar for three sites on Stafford Street. Mr. Mizikar stated the terms of the agreement are very favorable to the Town and will be a reliable source of income for the next 20 years. The annual payment will be \$12,500.

A motion was made by Ms. Provencher and seconded by Mr. Shivick to approve the solar tax agreement with Borrego Solar for the Stafford Street sites. The motion carried unanimously.

4. DISCUSSION/OLD BUSINESS

a. Town Administrator Transition and Recruitment

Bonnie Layden is Chair and Wendy Cehon is Vice Chair of the newly formed Town Administrator Search Committee. The committee has recommended the Town go out to bid to hire a consultant to find our next Town Administrator and the committee would recommend the top candidates to the Board.

A motion was made by Ms. Provencher and seconded by Mr. Shivick to go out to bid for a consultant to recruit the next Town Administrator. Under discussion, Mr. Buckley noted the committee was uncomfortable with the potential pool of candidates that might come in without a consultant. Mr. Mizikar noted he doesn't know if this will broaden the candidate pool but we get management of the process and direct advertisement to the screening committee and the Board. It is very important from a candidate standpoint and to the Town to have everything done right the first time. Mr. Mizikar noted this will at least a month and possibly two months to the selection process. The motion carried unanimously.

A motion was made by Mr. Brooks and seconded by Ms. Provencher to hire an Interim Town Administrator. Under discussion, Mr. Mizikar noted there is a pool of retired Town Administrators and Town Managers that fill this type of role on a regular basis. Mr. Belanger stated he didn't see a need for an Interim Town Administrator through the summer but since the search will go on longer with a consultant we need one for probably 5 months. Mr. Brooks noted Mr. Mizikar is leaving July 7th and hopes to have an Interim start July 8th to protect the Town's assets, boards and employees and added that the pay for a part time Interim is less. The motion carried unanimously.

A motion was made by Ms. Provencher and seconded by Mr. Buckley to pay for the consultant from the Reserve Fund with the new Board voting on and then requesting this transfer. The motion carried unanimously.

b. Summer Meeting Schedule

Mr. Mizikar presented a proposed summer meeting schedule which includes June 26th if necessary, July 10, July 31, August 14, August 28 and September 18th meetings. After that, meetings would resume the regular schedule of the first and third Monday of every month. The Board agreed to the schedule, noting that extra meetings may be needed due to the Town Administrator search.

5. TOWN ADMINISTRATOR REPORT

The Town Administrator presented highlights from his written report.

6. MINUTES

a. May 1, 2017

A motion was made by Ms. Provencher and seconded by Mr. Brooks to approve the minutes of May 1, 2017. The motion carried unanimously.

7. BOARD OF SELECTMEN REPORTS

Mr. Shivick noted this is his last meeting and said it has been a pleasure serving the Town. There is a barbeque and landscaping party at Towtaid Park on the 10th and asked people bring something to plant. Wolverine Idol will take place on the 11th to raise money for Towtaid and will include gift cards and gift baskets. Senator Michael Moore will guest judge this karaoke contest.

Ms. Provencher said it was a pleasure to work with Mr. Shivick and Mr. Buckley and they will both be missed. A successful cleanup was held at Burncoat Park yesterday. Ms. Provencher thanked all of the volunteers, the Burncoat Park Sports Planning Committee, Senator Moore for donating pizzas, the Snowmobile Club, the Fire Department and residents that showed up to help. Mr. Brooks thanked Subway for donating sandwiches and Northeast Pizza for donating pizzas, Scott Wessel on Waite Street who donated brooms and the Fire department that brought in lots of equipment and did a lot in such a short period of time. Ms. Provencher noted the Agricultural Commission has to meet but there will be new signs in Town. Ms. Provencher said it was an honor to be the Town's Selectman and she would be most appreciative if residents chose to reelect her but thanked everyone regardless.

Mr. Buckley thanked the residents for electing him to two terms and stated he thoroughly enjoyed it. Mr. Buckley stated he brought a balanced voice to the board and supported all Town Departments and helped move the Town forward. He wants to see progress after the election to give residents more pride in the community and to make the community stronger and added he will stay involved.

Mr. Brooks noted that next Tuesday is election day and voters can vote at the Town Hall from 12pm to 8pm.

Mr. Belanger thanked Mr. Buckley and Mr. Shivick for their service and thanked every candidate who has the courage of conviction to put their name out there and run for office. Mr. Belanger noted economic development is improving and residents will see it in the coming year. Mr. Belanger invited anyone who served in combat to come to the Amer4ican Legion fathers' recognition dinner on June 16th.

8. EXECUTIVE SESSION

A motion was made by Mr. Buckley and seconded by Ms. Provencher to enter into executive session at 7:23pm and to resume in open session only for the purpose of adjournment.

Role Call: All Ayes

The motion carried unanimously.

A motion to adjourn was made by Mr. Brooks and seconded by Ms. Provencher at 8:07pm. The motion carried unanimously.