

**MINUTES
BOARD OF SELECTMEN MEETING
JUNE 8TH, 2015 AT 6:30PM**

CALL TO ORDER/OPENING

Chairman Buckley called the meeting to order at 6:34pm. Chair Thomas E. Buckley, III, Vice-Chair Dianna Provencher, 2nd Vice-Chair Matthew Dennison, Selectman Douglas Belanger, Selectwoman Sandra Wilson and Town Administrator Kevin Mizikar were in attendance.

PUBLIC COMMENT PERIOD

1. SCHEDULED

a. 6:30pm – One Day Beer and Wine Permits (4) - Maple Hill Disc Golf

A motion was made by Mr. Dennison and seconded by Ms. Provencher to approve four (4) one day beer and wine permits for June 25th, 26th, 27th and 28th 2015 for Maple Hill Disc Golf.

Mr. Belanger noted the organization did a good job last year at the event. Mr. Buckley asked if parking would be the same. Tom Southwick with Maple Hill Disc Golf responded in the affirmative.

The motion carried unanimously.

b. 6:35pm – Classification and Compensation Plan

Don Jacobs with DIJ Consulting presented the draft Classification and Compensation Plan updated to include FY'16 salary data. Mr. Jacobs noted this is a market not a cost of living study and is designed to be updated as needed. The next step is to roll out the plan to department heads then come back to the Board for approval. Mr. Dennison asked if the plan includes a step system. Mr. Mizikar responded that the plan includes a salary range based on performance and years of service. Ms. Wilson asked how soon the meeting with employees will be. Mr. Mizikar responded early next week with Department Heads who will then distribute the plan out to their employees.

2. CORRESPONDENCE

a. Donation – Senior Center

A motion was made by Ms. Provencher and seconded by Mr. Dennison to accept the Senior Center donation. The motion carried unanimously.

b. Donation – Leicester Fire Department

A motion was made by Mr. Dennison and seconded by Ms. Provencher to accept the donation to the Leicester Fire Department. The motion carried unanimously.

3. NEW BUSINESS

a. Resignations

None

b. Appointments

i. Part-Time Dispatcher – Gage Russell

Mr. Mizikar presented a request from Chief Hurley to appoint Gage Russell to the position of Part Time Dispatcher. Four applications were received and Mr. Russell was the only individual who met all requirements. Mr. Russell has passed both a physical and background investigation.

A motion was made by Ms. Provencher and seconded by Mr. Dennison to appoint Gage Russell to the position of Part Time Dispatcher.

Ms. Wilson asked how much experience Mr. Russell could have given his age and asked if Mr. Mizikar reviewed his resume. Mr. Mizikar responded he did not know the age of the applicant and relied on the Chief's recommendation and background investigation. Mr. Buckley noted the position falls under the Chief's jurisdiction and is comfortable with this recommendation. Ms. Wilson requested a modification to dispatcher training to include fire personnel sitting with the new dispatcher for a minimum of four hours due to communication issues between EMS/Fire and PD. Mr. Belanger noted any change in policy should not be done in public and recommended Mr. Mizikar sit down with the two Chiefs to discuss the issue and come back with a policy. Mr. Mizikar agreed to do so.

The motion carried unanimously.

c. Request to Dispose of Vehicle – Highway Department

Mr. Mizikar presented a request to dispose of a highway department car. The car was put out to bid but no responses were received. The car has no value and will not pass inspection but as it is a vehicle Mr. Mizikar wanted to bring it before the Board for disposal approval. Mr. Mizikar recommended taking the vehicle to a junkyard. Mr. Dennison and Ms. Provencher recommended looking into donating the vehicle to a charity.

A motion was made by Mr. Belanger and seconded by Ms. Provencher to approval disposing of the vehicle either through a charitable organization or a junkyard.

Ms. Wilson asked if junkyards were notified of the sale. Mr. Mizikar responded in the affirmative.

The motion carried unanimously.

d. Contract – American Alarm & Communications, Inc.

Mr. Mizikar presented a contract with American Alarm & Communications, Inc. for the Police camera upgrade project as approved at Town Meeting in 2014 as part of the 2015 Capital Plan.

A motion was made by Mr. Dennison and seconded by Ms. Provencher approve the contract with American Alarm & Communications, Inc. for the Police camera upgrade project.

Ms. Wilson asked if the cameras would be in the entry way and dispatch area. Mr. Mizikar responded in the affirmative and noted that the system will be IP based and remotely viewable from the dispatch center in Worcester once the move occurs.

The motion carried unanimously.

e. Highway Materials Bids

Mr. Mizikar presented three contracts for highway materials along with miscellaneous bids under \$5K.

A motion was made by Ms. Provencher and seconded by Mr. Belanger to approve and sign the contract with Mass Broken Stone Company for hot mix asphalt in the amount of up to \$525K. The motion carried unanimously.

A motion was made by Mr. Dennison and seconded by Ms. Provencher to approve and sign the contract with Rafferty Fine Grading, Inc. for cold planing services in the amount of \$1.81/sq. foot. The motion carried unanimously.

A motion was made by Ms. Provencher and seconded by Ms. Wilson to approve and sign the contract with Poirier Guidelines for line painting not to exceed \$20,621.47. The motion carried unanimously.

A motion was made by Ms. Wilson and seconded by Ms. Provencher to award bids for miscellaneous contracts as needed. The motion carried unanimously.

f. Award and Execute \$3,620,000 General Obligation Refunding Bonds

Mr. Mizikar introduced David Eisenthal with Unibank Finance Advisory Services who has assisted the town in receiving the Standard and Poor bond rating and consolidating bond debt. Mr. Eisenthal noted the Town is proposing to consolidate and refinance bond debt from November 2003 through April 2005. Bids were put out on June 2nd for a consolidated debt amount of \$3,620,000. The low bidder was Suntrust Robinson Humphrey at 1.57% which will reduce the Town's debt obligation by \$250,000. This represents a 4 cent savings on the tax rate each year through FY'24. Mr. Eisenthal also noted the Town received a bond rating of AA+ from Standard and Poor which is their second highest rating and were assigned a stable outlook for the next several years.

A motion was made by Ms. Provencher and seconded by Mr. Belanger to accept and award the refinancing of bonds to Suntrust Robinson Humphrey.

Ms. Wilson asked if adding new debt puts the rating at risk. Mr. Eisenthal responded that Standard and Poor's was aware of the proposed additional debt as it was listed in the disclosure document and considered it when rating the Town. Mr. Mizikar noted that Standard and Poor does not expect the proposed new bonds to affect the view of the Town's debt. Mr. Belanger noted that this is not a refinance like a mortgage as terms are all kept the same but we are paying less money. Mr. Buckley noted this will make other projects more affordable.

The motion carried unanimously.

g. MGL Ch. 268A, Sec. 23B Disclosures (2) – Chief Hurley

Mr. Mizikar presented two disclosures filed by Chief Hurley. The first was regarding family members employed with National Grid and the Chief working on the radio communications project. Mr. Mizikar stated he does not see a conflict here as there is no personal gain from installing public equipment.

A motion was made by Mr. Dennison and seconded by Ms. Provencher to allow the Chief to continue in his role with National Grid. The motion carried unanimously.

The seconded disclosure was regarding a private entity paying for the Chief's work related conference fees. No action is required.

h. Power Purchase Agreement Amendment #1 – Syncarpha, LLC.

Mr. Mizikar presented an amendment to the power purchase agreement with Syncarpha, LLC. The amendment corrects a typographical error; the percent of power that the Town will purchase from the solar field is 17%, not 20%.

A motion was made by Ms. Wilson and seconded by Mr. Dennison to approve Amendment #1 to the power purchase agreement with Syncarpha, LLC. The motion carried unanimously.

4. DISCUSSION/OLD BUSINESS

a. Bond Rating

This item was discussed in conjunction with item 3f.

b. Energy Project

Mr. Mizikar discussed the energy project in light of the School Committee's concerns about upgrades to the Middle and Memorial School based on the school's long term plans for these buildings. Mr. Mizikar asked Honeywell to review the scope and remove any upgrades to these buildings that don't pay for themselves within 20 years. Mr. Mizikar also asked Honeywell to run the numbers removing the Middle School altogether from the project. The goal is to have a final agreement with Honeywell for the next meeting. Mr. Dennison asked what happens if plans change and the Middle School needs to be included later on. Mr. Mizikar responded that this would be a change order and the Town will be charged \$1.50 on the dollar. As the MSBA encourages Towns to do energy upgrades and maintain all buildings, the goal was to include these two buildings in the project. Mr. Dennison noted the project was voted on at Town meeting and upgrades are not throwing money away even if a new school is built because otherwise the Town would go five to seven years wasting oil and heat and not improving the environmental conditions for the students.

TOWN ADMINISTRATOR REPORT

Mr. Mizikar presented highlights from his report as written.

BOARD OF SELECTMEN REPORTS

Ms. Wilson noted tomorrow is Election Day and the ballot includes the debt exclusion for the Fire Station. Founders Day is this Saturday from 9-4 followed by a chicken bbq for \$10, rain or shine. The Binienda dedication will take place on June 18th at the Senior Center to name the hall in his honor. Ms. Wilson noted that William Flis of the Board of Assessors passed away last week and offered condolences to his family.

Mr. Belanger asked the Town Administrator to clean up messy billboards around Town and thanked the Leicester Business Association for helping lobby National Grid to bring gas to Town. Mr. Belanger thanked Mr. Dennison for his service.

Mr. Dennison stated he is proud of what the Board has accomplished in the last three years and he will miss serving on it.

Ms. Provencher thanked Mr. Dennison on behalf of the Town and wished everyone good luck in tomorrow's election. Ms. Provencher attended the Special Olympics at LPS on May 29h and said it was phenomenal and heartwarming.

Mr. Buckley asked everyone to vote and stated the hours are 12-8pm tomorrow.

MINUTES

A motion was made by Ms. Provencher and seconded by Mr. Dennison to approve the following minutes:

May 4th, 2015

May 6th, 2015

May 18th, 2015

May 26th, 2015

The motion carried unanimously.

8. EXECUTIVE SESSION – MGL Chapter 30A, Section 21a

A motion was made by Ms. Provencher and seconded by Ms. Wilson to enter into executive session at 7:59pm and to resume in open session only for the purpose of adjournment.

Vote by Roll Call:

Buckley – Aye

Provencher - Aye

Dennison – Aye

Belanger – Aye

Wilson – Aye

The motion carried unanimously.

A motion to adjourn was made by Ms. Provencher and seconded by Mr. Dennison at 8:20pm. The motion carried unanimously.