

**MINUTES
BOARD OF SELECTMEN MEETING
OCTOBER 30, 2017
TOWN HALL, SELECTMEN'S CONFERENCE ROOM**

CALL TO ORDER/OPENING

Chairman Brooks called the meeting to order at 6:32pm. Chairman Harry Brooks, Vice-Chair Dianna Provencher, 2nd Vice-Chair Sandra Wilson, Selectman Douglas Belanger, Selectman Brian Green, Interim Town Administrator Jim Purcell, Assistant to the Town Administrator Kristen Forsberg and Student Liaisons Alyssa Pupillo and Robert Kemp were in attendance.

PUBLIC COMMENT PERIOD

No members of the public provided comment

1. SCHEDULED

A motion was made by Mr. Belanger and seconded by Ms. Provencher to attend the Finance Advisory Board meeting across the hall. The motion carried unanimously.

a. 6:30pm – Class II License Modification Request – Convenient Auto (public notice)

Mr. Brooks read the public hearing notice. A motion was made by Ms. Wilson and seconded by Ms. Provencher to open the public hearing regarding a Class II license modification request for Convenient Auto Repair & Sales. The motion carried unanimously. Ms. Forsberg noted the current license allows for 15 cars for sale and 12 cars for repair (4 inside; 8 outside). The Town has received a complaint about the number of cars on their lot which exceeds their license and takes up space on an adjacent lot which is not allowed under the current license. Mike Wilson, Fire Inspector noted the Fire Department can only enforce fire lanes and require access to two sides of the building at this time because the Town does not yet have Class II license policies. Travis Johnson with Convenient Auto noted he has drawn out hopefully more parking than he needs. He is proposing to increase the total number of cars on the lot from 27 to 54 and using parking on the lot next door which he also owns but is not part of his current license. Ms. Provencher recommended consulting the Conservation Commission as the business abuts a river and cars are parked along the edge of the river. Mr. Belanger was displeased with Mr. Johnson's noncompliance with his license and wants to be pro-business but doesn't like the fact that Mr. Johnson is asking for the rules to change so he can be in compliance. Ms. Wilson noted the number of requested cars seems like a lot compared to what all of the other used car dealers and repair shops have in town. Mr. Johnson noted that he did bring himself into compliance after the last board hearing and presented a revised plan as required but there have been some delays in getting the necessary signoffs from the Town with the Town Administrator transition and the lack of Class II license policies. The Board was presented with draft Class II license policies in June and they are currently under revision prior to coming back before the board. Mr. Belanger stated at a minimum he would make the modification of the license contingent upon the requirements set forth in the new Class II License policies. Ms. Provencher asked if Mr. Johnson would be willing to paint lines for parking spaces. Mr. Johnson responded he would for the paved areas. Mr. Wilson noted he can paint the grindings every year because they don't move that much.

A motion was made by Mr. Belanger and seconded by Ms. Provencher to close the public hearing. Mr. Belanger revised the motion to continue the public hearing until November 20th. Mr. Brooks seconded the motion and it carried unanimously. Mr. Johnson asked if he could just park another half dozen cars in front of the former Tiny Tim's which he owns. The Board discussed changing the number of cars allowed and adding the additional location. A motion was made by Mr. Brooks and seconded by Mr. Belanger to postpone making a decision until

the November 20th meeting. The motion carried 3:2 with Mr. Green and Ms. Provencher casting the opposing votes.

b. 6:45pm – Town Meeting Information Session

Mr. Purcell discussed the articles as presented in the draft Special Town Meeting Guide provided to the Board as outlined below:

- 1) Prior Year Bills - A motion was made by Mr. Belanger and seconded by Ms. Provencher to support Article 1. The motion carried unanimously.
- 2) FY'18 Operating Budget Adjustments – Mr. Purcell recommended passing over this item at this time as it is still a moving target.
- 3) Vocational Tuition – A motion was made by Ms. Wilson and seconded by Ms. Provencher to support passing over Article 3. The motion carried unanimously.
- 4) Transfer proceeds from sale of 1078 Main – A motion was made by Ms. Provencher and seconded by Mr. Belanger to support Article 4 which transfers \$10,000 from the Reserve for Appropriations account from the sale of 1078 Main Street to the School Choice account to backfill payments made/to be made on the lease for 1078 Main Street. The motion carried unanimously.
- 5) Town Hall Third Floor Renovations - A motion was made by Ms. Provencher and seconded by Mr. Belanger to support Article 5 which transfers \$40,000 from the Reserve for Appropriations account and \$45,000 from Free Cash to fund the Town Hall Third Floor Renovations. The motion carried unanimously.
- 6) Town Hall Cupola & Compressor – A motion was made by Mr. Belanger and seconded by Ms. Provencher to support transferring \$8,000 in Free Cash for a new compressor at Town Hall. The cupola repairs can wait to spring and will be in article at May Town Meeting. The motion carried unanimously.
- 7) Town Common Flagpole – A motion was made by Ms. Provencher and seconded by Mr. Belanger to support Article 7 to purchase and install a new 80' flagpole for the Town Common. The motion carried unanimously.
- 8) Rescind High School Roof Borrowing – A motion was made by Mr. Belanger and seconded by Ms. Wilson to support Article 8 to rescind the borrowing authorization for the High School roof. The motion carried unanimously.
- 9) Temporary Moratorium on Recreational Marijuana – A motion was made by Mr. Belanger and seconded by Ms. Provencher to pass over Article 9. The motion carried unanimously.
- 10) Livestock and Backyard Poultry Regulations – A motion was made by Ms. Provencher and seconded by Ms. Wilson to support Article 10 regarding the keeping of livestock, chickens and other poultry. The motion carried unanimously. Ms. Provencher noted this bylaw came about because an elderly couple was trying to get permission for 6 hens and the cost of the special permit was astronomical. No male roosters or other male poultry would be allowed.
- 11) Parking Regulations - A motion was made by Ms. Provencher and seconded by Ms. Wilson to support Article 11 which allows addresses off-site parking in all zoning districts and the ability to waive parking requirements in the both the Business and Central Business District to help businesses. The motion carried unanimously.
- 12) Cedar Meadow Pond Donation – A motion was made by Ms. Wilson and seconded by Ms. Provencher to support Article 12 authorizing the Board of Selectmen to accept a portion of Cedar Meadow Pond located off of Rawson Street. The motion carried unanimously. Mr. Purcell pointed out the Board does not have to accept this donation if they determine it to not be in the best interest of the Town.

2. CORRESPONDENCE

a. Student Liaison Reports

The Primary School is going on a trip to the Ecotarium on November 30th. The Memorial School is having a food drive from November 1st through November 21st and is accepting donations of canned or boxed food items. The scarecrow contest at Memorial School will be Monday November 13th. The Leicester High School field hockey team qualified for district playoffs for the first time in 15 years.

b. Senior Center Donations

A motion was made by Ms. Provencher and seconded by Ms. Wilson to accept a \$2,000 donation from the Camosse family to the Senior Center. The motion carried unanimously.

3. NEW BUSINESS

a. Resignations

None

b. Appointments

a. Government Health Insurance Advisory Committee Representative – Suzanne Hall

A motion was made by Ms. Wilson and seconded by Ms. Provencher to appoint Suzanne Hall as the Government Representation to the Health Insurance Advisory Committee. The motion carried unanimously.

b. Economic Development Committee – Erin Jansky

A motion was made by Mr. Belanger and seconded by Ms. Wilson to appoint Erin Jansky to the Economic Development Committee. The motion carried unanimously.

c. LEPC Environmental Representative – Steve Paretti

A motion was made by Ms. Wilson and seconded by Ms. Provencher to appoint Steve Paretti to the LEPC as the Environmental Representative. The motion carried unanimously.

d. Truck Driver – Eric Bulak

A motion was made by Ms. Provencher and seconded by Mr. Belanger to appoint Eric Bulak to the position of Step 1 Truck Driver for the Highway Department. Under discussion, Mr. Purcell noted Mr. Bulak is a Town resident and has done snow plowing for the Town. He was one of the original 3 finalists for the position for which Robert Provost was appointed. The motion carried unanimously.

e. Acting Highway Foreman – Brian Knott

Mr. Purcell presented a request to appoint Brian Knott to the position of Acting Foreman for the Highway Department. An Interim Highway Superintendent could not be identified and with the current Superintendent leaving on November 17th there is a need for leadership. Mr. Wood posted the position internally and received 3 responses and recommended Mr. Knott. A motion was made by Ms. Provencher and seconded by Ms. Wilson to appoint Brian Knott to the position of Acting Highway Foreman. The motion carried unanimously.

f. Retiree Health Insurance Advisory Committee Representative – Judy Ivel

A motion was made by Ms. Provencher and seconded by Mr. Belanger to appoint Judy Ivel as the Retiree Health Insurance Advisory Committee representation. The motion carried unanimously.

g. Council on Aging – Dick Jubinville (through 6/30/2020)

A motion was made by Ms. Provencher and seconded by Mr. Belanger to reappoint Dick Jubinville to the Council on Aging through 6/30/2020. The motion carried unanimously.

h. Capital Improvement Planning Committee – Lucky Margadonna

A motion was made by Ms. Provencher and seconded by Mr. Belanger to reappoint Lucky Margadonna to the Capital Improvement Planning Committee as an at-large member through 6/30/2020. The motion carried unanimously.

c. Revise Town Hall Programmatic Accommodations Policy

Ms. Forsberg presented a revised Town Hall Programmatic Accommodations Policy for the Board's consideration. The Town has received a variance from the State Architectural Access Board for the front entrance to the Town Hall. This will enable the Town to continue to use this entrance although it is not accessible and there are no plans to make it accessible due to its historic nature and the fact that an elevator is being added to the building off of the main parking lot on the side of the building. Access to the front entrance to Town Hall off of Washburn is critical for elections, Town Meeting and other events. A motion was made by Ms. Wilson and seconded by Ms. Provencher to revise the Town Hall Programmatic Accommodations Policy as presented. The motion carried unanimously.

d. Contract with CMRPC for CDBG Grant Administration Services

A motion was made by Ms. Wilson and seconded by Mr. Green to authorize the Chair to sign the agreement with the Central Mass Regional Planning Commission for Community Development Block Grant Administration services. The motion carried unanimously with one abstention (Ms. Provencher).

4. DISCUSSION/OLD BUSINESS

a. Town Hall Renovations & Relocation Presentation

This item was passed over

5. TOWN ADMINISTRATOR REPORT

None

6. MINUTES

a. September 26, 2017

A motion was made by Ms. Provencher and seconded by Mr. Belanger to approve the minutes of September 26, 2017. The motion carried unanimously.

7. BOARD OF SELECTMEN REPORTS

Mr. Belanger discussed the police report regarding traffic on Warren Ave. Mr. Belanger noted that when the center of Town was reconfigured, the State was asked if some of the same recommendations could be implemented and the Town was told no. Mr. Purcell noted the Municipal Modernization Act may have empowered local towns to do more traffic control and he will look into this. Mr. Belanger also recommended a neighborhood meeting be held as back then some residents wanted it to be a one-way street but some people were opposed to it.

Ms. Wilson asked about the status of hiring two Department Assistants for the Police Department. Mr. Purcell will look into the status of these appointments. Ms. Wilson also asked if the Boston Post Cane will be presented at fall town meeting. Ms. Forsberg will follow up with the Town Clerk.

Ms. Provencher noted there will be a regional economic development meeting on Wednesday, November 1st from 5-8pm at Crompton Collectives located at 138 Green Street in Worcester. The Lions Club had a successful Halloween party on Sunday with over 50 kids despite the rain and the wind. Ms. Provencher thanked those who decorate their yards for Halloween.

8. FUTURE MEETING TOPICS

- Renaming “Selectmen”
- Policy for Class II licenses

9. EXECUTIVE SESSION

None

A motion to adjourn was made by Ms. Provencher and seconded by Mr. Belanger at 9:25pm. The motion carried unanimously.