

**MINUTES  
SELECTMEN'S MEETING  
NOVEMBER 21, 2013**

Chair Sandra Wilson called the meeting to order at 6:30pm. Members present were Sandra Wilson, Thomas Buckley, Matthew Dennison and Douglas Belanger. Also present was Town Administrator Kevin Mizikar. Selectman Provencher was absent.

**Project New Hope Inc**

William Moore was present along with colleagues and Representative John Binienda for the unveiling of and presentation to the Town of what is known as "the missing man table". In honor of those who have fallen or are missing in action:

- Table – set for one, symbolizes the frailty of one isolated prisoner
- Tablecloth – white, symbolic of the purity of their intentions to respond to their country's call to arms
- Single red rose – in vase, signifies the blood that many have shed in sacrifice to ensure the freedom of our beloved USA
- Yellow ribbon – on the vase, represents the ribbons worn on lapels of the thousands who demand with unyielding determination a proper accounting of our comrades who are not among us
- Slice of lemon – on plate, represents the bitter fate of the missing
- Salt – sprinkled on plate, symbolic of the countless fallen tears of families as they wait
- Inverted glass – on table, represents the fact that the missing and fallen cannot partake
- Empty chair – the missing and fallen are not present
- Candle – reminiscent of the light of hope which lives in our hearts to illuminate their way home, away from their captors, to the open arms of a grateful nation

Selectmen Dennison felt this a great organization, we cannot thank our veterans enough, and he is honored to be part of it. Project New Hope is currently working on care-package drive, accepting all donations listed online until November 30<sup>th</sup>.

The Board thanked Mr. Moore for his presentation and honor to our veterans, both near and far.

**Junk Dealer Permit – Fees & Procedures**

Paul Norris, local resident, was present on his request to move beyond coins, stamps & print transactions, which is allowed by law under Chapter 140, Section 55. The Selectmen were considering adoption of fee and procedures for issuance of what will be known as "Junk Dealer" License. He has collected items all his life and thought, why not open up a shop and make a business out of his hobby.

Ms. Wilson noted that he will only do sales, no purchasing. Mr. Norris stated no, to run this type of business you must be able to buy items. His business would be purchase and sale.

Mr. Mizikar noted that Mr. Norris is able to open a storefront without permit to deal in the limited items mentioned earlier. Purchases from his shop falls under different regulations for which we must establish guidelines. At this time, only the former can be done; tonight we will work toward process to establish guidelines for this type of business. He felt we should be done by mid-December.

Mr. Norris stated that he is familiar with the regulations that will involve regular review of items by Police Department and holding periods that may be implemented. He thanked the Board for allowing him to speak and he will return when further deliberations are on the agenda.

**Correspondence**

1. Request from local residents to be allowed to hold annual road race in Leicester at the beginning of May each year. Their intent is to select a graduating senior to receive college scholarship from this fundraiser. The Board asked that scholarship criteria be discussed further.

MOTION: Mr. Belanger moved to support concept of this Hilltop Road Race, subject to other departments' review. Mr. Dennison seconded. UNANIMOUS

2. Notice of investigation on dog complaints from Animal Control Officer Patricia Dykas dated 10/24/13. TA requested the Board set a date for hearing relative to nuisance complaint.

MOTION: Mr. Belanger moved to set dog hearing for 7:00pm on December 16, 2013. Mr. Buckley seconded. UNANIMOUS

3. Letter of resignation from Parks & Rec clerk Christine Francis, effective 11/15/13.

MOTION: Mr. Belanger moved to accept with regret and a letter of thanks be sent for time served the Town. Mr. Buckley seconded. UNANIMOUS

#### **Sale of Town-owned Equipment**

Request from Police Sgt Antanavica to dispose of two obsolete police cruisers and a pickup truck confiscated under Melanie's Law. Other departments are not interested in these vehicles.

MOTION: Mr. Belanger moved to dispose of obsolete vehicles per request dated 11/1/13. Mr. Buckley seconded. UNANIMOUS

#### **DHCD – FY'14 Community Development Block Grant**

Mr. Mizikar read from an update provided by our consultant, Pioneer Valley Planning Commission:

The Mass Dept of Housing & Community Development recently announced that grant applicants are no longer required to update their Community Development Strategy document each year, unless changes are desired locally. At its November 6<sup>th</sup> meeting, the CDBG group voted to retain Leicester's FY'13 CD Strategy, meaning that no public forum on the Strategy will be held this year. In addition, the group voted formally to endorse reapplication for the same three projects as in FY13, pending support letters from the Commission on Disability and Leicester Housing Authority board, and additional outreach to market the potential housing rehab program to possible clients, especially those with need for emergency repairs. Going forward, only slight modifications to the FY'13 grant application should be needed depending on updated cost estimates for the three projects and their equivalents in Charlton.

Our PVPC consulting rep will be setting hearing date in January to conduct first hearing on FY'14 application.

#### **Resolution – Hazard Mitigation Plan**

TA noted that this previously adopted Resolution must be amended, as the State has changed the law and therefore the wording included in these documents.

MOTION: Mr. Belanger moved to adopt Resolution to prepare for hazard mitigation, as presented, and authorize Chair's signature thereon. Mr. Buckley seconded. UNANIMOUS

#### **Signatures - Mutual Aid Agreement**

Ms. Wilson noted there has been unofficial mutual aid assistance in the past, sharing law enforcement resources, and many sharing a municipal boundary; this would make it legal. Municipalities may withdraw at any time upon 30-day written notice. She felt it a great step forward, as a month ago Worcester was not interested in signing such a document.

MOTION: Mr. Dennison moved to approve and authorize signature by the Board. Mr. Buckley seconded. UNANIMOUS

#### **FY'15 Budget**

TA noted meeting held yesterday between Board of Selectmen reps, School Committee reps and Advisory Board reps to review process to follow for development of next budget plan and discuss budget priorities and goals. He will post budget schedule next week. Members may participate in meetings if they wish. More meetings may be added. He has thus far increased FY'15 Budget by \$7000.

Mr. Belanger noted a very organized meeting with a presentation by TA we can be proud of. #1 goal as he sees it: to be firmer in following our own policies. He felt it was good participation by all and a job well done by TA. Mr. Dennison agreed and thanked Dr. Paolucci and the Advisory Board for their involvement. The process will be streamlined and we will be creating a good foundation. Mr. Buckley felt this looks good for the Town. Financial difficulties were in, yes, but accurate information was vitally important to have in hand. Ms. Wilson noted full boards present with full agreement on process moving forward.

### **Junk Dealer's license fee**

TA noted review of other towns' fee on this permit and recommended \$40 for Leicester. The Board felt that was a good fit. Ms. LeChasseur noted a formal procedure with proposed fees posted at Town Clerk's office will take place prior to the Board's consideration at a future meeting.

### **Town Administrator's Report/New Business**

- Spending freeze was lifted Nov 6th and department heads are open to spend FY'14 appropriations as planned. They are required to review year-to-date expenditures monthly and sign off on their accuracy with Town Accountant.
- Regional dispatch advisory group met Nov 6<sup>th</sup> to establish plan for further investigating the opportunity to partner with surrounding communities for public safety dispatching.
- Research in coordination with Assessor to identify parcels with no deeded owner and analysis to determine excess real property owned by the Town. Further research should be completed by January.
- Recognized COA Director Rachelle Cloutier for orchestrating a well-attended and well-managed breakfast event for Veterans on November 14<sup>th</sup>. Ms. Provencher thanked all the volunteers, especially the students that helped out

### **Board Reports/New Business**

#### **Selectman Belanger:**

- What determines when we lower flags to half-mast? TA stated that only the President or the Governor can order flags lowered, although some towns may have a bylaw in this regard.
- Promoting "Shop Leicester First" this year for the month of December. He made a video driving around Town indicating just how many businesses there are here in Leicester for us to support.

MOTION: Mr. Belanger moved to proclaim December 2013 as "Shop Leicester First Month" in support of local businesses. Mr. Buckley seconded. UNANIMOUS

- 11/24 there will be a tailgate party held at Eller's Restaurant beginning at 7:00pm in support of our Parks & Rec Committee; donations for raffles will be accepted toward fundraiser.
- Need some type of rope or tape to maintain newly acquired veterans table. Mr. Dennison offered to assist with that task.

#### **Selectman Dennison:**

- He will assist in sponsoring Parks & Rec fundraiser. Donations can be made directly.
- Time now to revisit the DOR report issued to the Town. Mr. Buckley noted some had been taken care of already.

#### **Selectman Wilson:**

- Veterans' breakfast at COA hosted 100+ veterans, their spouses, and the usual senior attendees. High School junior honor society students assisted. She thanked all involved.
- Senator Moore held annual Thanksgiving dinner at senior center, serving more than 100 seniors.
- She will work with TA on our financial policies with assistance from Treasurer, School Supt and Chair of Advisory. The old version needs to be revamped.
- She will continue to review with TA the 24+ policies adopted by the Board; they may distribute some to each member for further review. Our own Selectmen's policy is in good shape.
- Good luck to our Leicester High School football team at the Thanksgiving rivalry with Spencer.
- Requested that Brian Whitney be appointed to the Recycling Committee.

MOTION: Mr. Belanger moved to appoint Brian Whitney to the Recycling Committee, term to expire 6/30/14. Mr. Dennison seconded. UNANIMOUS

**Minutes**

MOTION: Mr. Belanger moved to approve 10/29/13 Regular Session minutes.  
Mr. Dennison seconded. UNANIMOUS

Next meeting – we will have a meeting on Tuesday, November 26<sup>th</sup> in Executive Session.

Thanksgiving – Town Hall will close at 12:00pm on Wednesday November 26<sup>th</sup>.

**Executive Session**

MOTION: Mr. Belanger moved for the Board to enter into Executive Session under MGL Chapter 30A, Section 21(a)6 Real Property and Section 21(a)3 Litigation, no public announcements anticipated. Mr. Dennison seconded. The Board was polled: ALL AYES

The Board went into Executive Session at 7:50pm

The Board came out of Executive Session at 8:10pm

The meeting was adjourned at 8:11pm

Respectfully submitted,

Susan LeChasseur, Administrative Assistant