

MINUTES
BOARD OF SELECTMEN MEETING
May 4th, 2015 at 6:30pm

CALL TO ORDER/OPENING

Chairman Buckley called the meeting to order at 6:30pm. Chair Thomas E. Buckley, III, Vice-Chair Dianna Provencher, Selectman Douglas Belanger, Selectwoman Sandra Wilson and Town Administrator Kevin Mizikar were in attendance.

PUBLIC COMMENT PERIOD

No members of the public provided comment

1. SCHEDULED

a. 6:30pm – Pole Hearing – Pine Street

A representative from Verizon presented a request to upgrade existing pole lines and remove guide work along Pine and Birchwood Street. Ken and Lucille Burns, residents, asked if it will affect their electric lines at the corner of Pine and Birchwood. The representative from Verizon responded that it would not. The guide work will be put in place just to hold the pole straight; there will be no change in service. Mr. Buckley asked when the Burns were notified of the pole hearing and they stated January 6th.

A motion was made by Ms. Wilson and seconded by Ms. Provencher to approve the petition for joint pole location. The motion carried unanimously.

b. 6:35pm – Pole Hearing – Clark Street

A representative from Verizon presented a request to place a pole and remove a tree stump in front of 8 Clark Street.

A motion was made by Ms. Provencher and seconded by Ms. Wilson to approve the petition for joint pole location. The motion carried unanimously.

c. 6:40pm – Amend One (1) Day Beer & Wine Permit – Becker College

A motion was made by Ms. Provencher and seconded by Ms. Wilson to amend the Becker beer and wine permit location for May 9th, 2015. The motion carried unanimously.

2. CORRESPONDENCE

a. Comcast Letter

Mr. Buckley presented a letter from Comcast which stated they have decided to terminate their agreement with Charter and Time Warner Cable. The Town will continue to have Charter Communications as their cable provider.

Mr. Buckley also presented a request for a letter of endorsement for the environmental club carpool day. A motion was made by Mr. Belanger and seconded by Ms. Provencher to send a letter of endorsement. The motion carried unanimously.

Mr. Buckley mentioned a letter from Bruce Swett and the Memorial Day Committee regarding the Memorial Day Parade beginning at 10:30am at the Memorial School.

3. NEW BUSINESS

a. Rescind and Reappoint Board of Fire Engineers

Mr. Mizikar stated it is in the best interest of the Town to rescind and reappoint the Board of Fire Engineers due to an improper motion. A motion was made by Mr. Belanger and seconded by Ms. Provencher to rescind the Board of Fire Engineers appointment. The motion carried unanimously.

A motion was made by Ms. Provencher and seconded by Mr. Belanger to appoint Robert Wilson, Donald Berube, Michael Dupuis and Matthew Tebo to the Board of Fire Engineers effective May 1, 2015 through April 30, 2016. The motion carried with one abstention (Ms. Wilson).

b. Appointment – Memorial Day Committee – Patrick McKeon and Mark McCue

A motion was made by Ms. Provencher and seconded by Ms. Wilson to appoint Patrick McKeon and Mark McCue to the Memorial Day Committee. The motion carried unanimously. Mr. Belanger asked that the service of Frank Marcel who passed away in March be noted.

c. Appointment – Historical Commission – Patrick McKeon and Rigoberto Alfonso

A motion was made by Ms. Provencher and seconded by Mr. Belanger to appoint Patrick McKeon effective immediately and Rigoberto Alfonso effective July 1st to the Historical Commission. The motion carried unanimously.

d. Appointment – Election Workers

A motion was made by Ms. Provencher and seconded by Mr. Belanger to appoint all election workers as presented. The motion carried unanimously.

e. Resignation – Parks and Rec – Mike Belanger

A motion was made by Ms. Provencher and seconded by Ms. Wilson to accept the resignation of Mike Belanger from the Parks and Rec Committee and to send a letter of thanks. The motion carried unanimously.

f. Resignation – Historical Commission – Marc Grady

A motion was made by Mr. Belanger and seconded by Ms. Provencher to accept the resignation of Marc Grady from the Historical Commission and to send a letter of thanks. The motion carried unanimously.

g. Request to Dispose of Equipment - Library

A motion was made by Ms. Provencher and seconded by Ms. Wilson to approve the request to dispose of library equipment as requested. The motion carried unanimously.

h. Employment Agreement – Town Administrator

Mr. Belanger stated that he and Mr. Dennison were charged with entering into contract renegotiations with Mr. Mizikar. Based on the positive changes happening in the community, the rebuilding of services and the improved financial situation of the Town, a 3.5% salary increase is recommended plus small increases to professional expenses.

A motion was made by Ms. Wilson and seconded by Ms. Provencher to extend the Town Administrator's contract through 2019. The motion carried unanimously.

Mr. Mizikar thanked the Board for their continued support and trust, stating he has not been this happy in a position in a long time, and also thanked Mr. Belanger and Mr. Dennison for conducting fair negotiations. Mr. Buckley stated he appreciates Mr. Mizikar's professionalism and due diligence.

i. Employment Agreement – Highway Superintendent

Mr. Mizikar presented a 4 year employment agreement with the Highway Superintendent Tom Wood which includes an annual performance based raise of 0-3%, clothing allowance and consideration for extra work during winter hours.

A motion was made by Ms. Provencher and seconded by Mr. Belanger to approve the contract with Highway Superintendent Tom Wood. The motion carried unanimously.

j. MGL Ch. 268A, Sec. 23B Disclosure – Chief Hurley

Mr. Mizikar presented a notice to the Board that Chief Hurley has filed a disclosure under the requirements of Chapter 23B regarding the recent hire of his daughter at DCF. Mr. Mizikar does not feel there is a conflict and no formal action is required by the Board.

k. Fire Headquarters Owners Project Manager Contract

Mr. Mizikar presented a contract with Architectural Consulting Group, LLC for the Fire Headquarters Owner's Project Manager (OPM). The State requires an OPM be hired for any project over \$1.5M. The OPM went out to bid in January. 6 responses were received and the top 3 firms were interviewed prior to selecting Architectural Consulting Group, LLC. The cost is \$220,000 over a 2 year period and there is an article at Town Meeting tomorrow requesting a portion of the funding. Ms. Provencher asked if this is for the design phase. Mr. Mizikar stated this would fund pre-design up to construction and the Town would only owe the firm at certain milestones and are not obligated to pay the full contract if the project stops at any time. Mr. Mizikar will be seeking \$6.5M through a ballot question if approved by Town Meeting which would fund the balance of the project including construction. Ms. Provencher asked if this would be a debt exclusion. Mr. Mizikar responded in the affirmative. Mr. Belanger stated it is a well written contract with clear due diligence and is satisfied as the Town has complete control. Mr. Belanger asked if the \$220K for the OPM is included in the \$6.5M. Mr. Mizikar responded that Town Meeting, if approved, would fund a portion of the OPM services and the rest would be funded out of the \$6.5M, if approved.

A motion was made by Ms. Wilson and seconded by Mr. Belanger to approve the Owners Project Manager contract for the Fire Headquarters project with Architectural Consulting Group, LLC. The motion carried unanimously.

4. DISCUSSION/OLD BUSINESS

a. FY'16 Budget

Mr. Mizikar stated there are no further changes to the FY'16 budget which will be voted on at tomorrow night's Town Meeting.

b. Town Meeting Warrants

Mr. Mizikar noted Article 22 will be passed over at Town Meeting as Town Council did not approve the changes made by the Bylaw Committee.

c. Summer Meeting Schedule

The Board discussed a proposed summer meeting schedule with dates to be finalized at the next Board meeting.

5. TOWN ADMINISTRATOR REPORT

The Town Administrator shared highlights from his report.

6. BOARD OF SELECTMEN REPORTS

Ms. Wilson noted the major brush fire on Parker Street which destroyed one shed but no houses. Ms. Wilson noted today is International Firefighters Day and thanked the firefighters for all they do. Ms. Wilson also mentioned the election debate happening on May 14th at LHS at 7pm.

Mr. Belanger noted that Anna Jarvis founded Mother's Day to honor her deceased mom and it became a national holiday in 1915.

Ms. Provencher mentioned the recognition for volunteers at the Senior Center a few weeks ago and wished everyone a Happy Mother's Day.

Mr. Buckley encouraged voters to attend the Annual and Special Town Meetings tomorrow night at 7pm in the Town Hall gym.

7. MINUTES

a. April 6th, 2015

A motion was made by Ms. Provencher and seconded by Mr. Belanger to approve the minutes of April 6th, 2015. The motion carried unanimously.

b. April 21st, 2015

A motion was made by Ms. Provencher and seconded by Ms. Wilson to approve the minutes of April 21st, 2015 with the following change – Item 6, Board Reports, Sandy Wilson mentioned Leicester Softball and Leicester Little League. The motion carried unanimously.

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

No executive session was held.

A motion to adjourn was made by Ms. Provencher and seconded by Ms. Wilson at 7:28pm. The motion carried unanimously.

ADJOURN