

**MINUTES  
BOARD OF SELECTMEN MEETING  
JUNE 6, 2016 at 6:30PM**

**CALL TO ORDER/OPENING**

Chairwoman Provencher called the meeting to order at 6:31pm. Chair Dianna Provencher, Vice Chair Douglas Belanger, Selectman Harry Brooks, Selectman Thomas E. Buckley, III, Town Administrator Kevin Mizikar, Assistant to the Town Administrator Kristen Forsberg and Student Liaisons Jaymi-Lyn Souza and Robert Kemp were in attendance. Selectwoman Wilson was not in attendance.

**PUBLIC COMMENT PERIOD**

No members of the public provided comment

**1. SCHEDULED**

**a. 6:30pm – Chief Hurley**

Chief Hurley spoke to how difficult the past two weeks have been in wake of the tragic murder of Officer Tarentino. Chief thanked the members of the LPD, Auburn PD, the Mass State Police who covered shifts and handled internal communications and oversaw ceremonies, the Worcester PD who provided traffic control, the Spencer police who provided an officer at the Tarentino's home, the Boston PD and dispatchers who lined the streets to honor Officer Tarentino, the officer who was shot during the standoff, the Highway Department for putting up cones and signs, the Fire Department for lining up, raising the flag and helping at the ceremony, the business community for all their support and the community for their incredible turnout in the center of town plus the cards, food, etc. provided at the PD, the school department for busing, the Board and Town Administrator and the Tarentino family, a truly special family whom he thanked for sharing Ronnie with us.

**b. 6:30pm - (4) One Day Beer/Wine Permits – Maple Hill Farms Disc Golf – Vibram Open**

Steve Dodge with Maple Hill Farms Disc Golf presented a request for 4 one-day beer/wine license for the annual disc golf tournament to be held from June 23<sup>rd</sup> through 26<sup>th</sup>. Mr. Belanger stated the Board is supportive of the event which has done a good job with signage and parking but there was one issue with picking up the license late. Mr. Belanger stated the license must be with you on the premises by the time you begin serving. The Town Administrator stressed the importance of timely pickup of and payment for the license this year. Mr. Dodge stated this issue will not occur again.

A motion was made by Mr. Belanger and seconded by Mr. Brooks to approve the 4 one-day beer and wine licenses for Maple Hill Farms Disc Golf for June 23<sup>rd</sup>, 24<sup>th</sup>, 25<sup>th</sup> and 26<sup>th</sup>. The motion carried unanimously.

**c. 6:35pm – Common Victualler License – Karol's Corner Take-Out**

Karol with Karol's Korner presented a request for a Common Victualler license for her takeout restraint at 610 Pleasant Street.

A motion was made by Mr. Belanger and seconded by Mr. Brooks to approve the Common Victualler license for Karol's Korner. The motion carried unanimously.

**2. CORRESPONDENCE**

**a. Student Liaison Reports**

The Student Liaisons presented highlights from their written report.

**b. Miscellaneous Donations – Town Common Flag**

Ms. Provencher thanked those who have donated flags and/or funds to replace the stolen Town Common flag. A motion was made by Mr. Belanger and seconded by Mr. Brooks to accept the donations for the Town Common flag and deposit them into the Town's miscellaneous donation account. The motion carried unanimously.

**c. Letter of Condolence – Town of Sterling**

Ms. Provencher read a letter of condolence from the Town of Sterling regarding the murder of Officer Tarentino.

**d. Letter of Condolence – Town of Spencer**

Ms. Provencher read a letter of condolence from the Town of Spencer regarding the murder of Officer Tarentino.

**e. Resident Letter**

Mr. Belanger read a resident letter regarding the murder of Officer Tarentino.

**3. NEW BUSINESS**

**a. Resignations**

None

**b. Appointments**

**i. Arts Council – Christine Swanson**

A motion was made by Mr. Buckley and seconded by Mr. Brooks to appoint Christine Swanson to the Arts Council for a term of three years. The motion carried unanimously with Ms. Provencher absent.

**ii. Arts Council – Christie Higginbottom**

A motion was made by Mr. Buckley and seconded by Mr. Brooks to appoint Christie Higginbottom to the Arts Council for a term of three years. The motion carried unanimously with Ms. Provencher absent.

**iii. Special Bylaw Committee – (2) Board of Selectmen Appointees**

Mr. Belanger recommended the Board wait until after the election to make these appointments. Mr. Mizikar pointed out the appointees do not have to be Board members themselves but could be a Board designee if the Board so chooses.

**c. Retiree Health Insurance Policy**

Several months ago Mr. Mizikar brought a draft policy to the Board regarding the timely payment of health insurance by retirees. Late or nonpayment of health insurance by retirees was an audit finding. At the Board's request, the grace period for payment has been extended from 30 to 60 days. Mr. Mizikar stated the Town will still of course work with retirees in extenuating circumstances but this provides a financial framework.

A motion was made by Mr. Belanger and seconded by Mr. Brooks to adopt the Retiree Health Insurance Rule as presented.

Under discussion, Mr. Belanger stressed the importance of being flexible under special circumstances.

The motion carried unanimously.

**d. Easement – Mulberry and Earle Streets – MassPort**

Mr. Mizikar presented the MassPort easement which has been reviewed by Town Council for the use of land on Mulberry and Earle street as part of the airport upgrades. Mr. Mizikar noted the easement allows MassPort and

the FAA to run utilities under Mulberry and down Earle for the landing system upgrade but that there is no permanent impact. Town Meeting gave the approval for this in May. The agreement also states MassPort will maintain Mulberry Street in the winter which is a troublesome section of roadway for the Town to keep up with given the wind.

A motion was made by Mr. Belanger and seconded by Mr. Buckley to authorize the Town Administration to sign the agreement as proposed. The motion carried unanimously.

#### **4. DISCUSSION/OLD BUSINESS**

##### **a. Paperless Meetings**

Mr. Mizikar noted that later this summer the Board will move from paper binders to electronic Board packets on Chromebooks with the support of a donation from Mr. Brooks and some additional funds in the operating budget. With the anticipated savings and assistance in purchasing from the Schools the Town will first replace the Board meeting binders with these devices and eventually move to 24 hour use for Board members. Training will be provided.

Mr. Buckley asked if an agenda could be projected onto the wall. Mr. Mizikar stated the Town is working with the School to make the meeting room space more functional.

Ms. Souza stated the Chromebooks are very user friendly and offered to help with the training.

Mr. Belanger requested the Town Administrator provide a plan for the School Administration move to Town Hall by the end of the summer.

##### **b. Comprehensive Water Study Project Plan**

Mr. Mizikar presented a plan to address the challenge of building consensus on how to move forward with the recommendations of the Comprehensive Water Study. To start off, Mr. Mizikar recommended setting up the Water Prioritization Committee and will be attending meeting with all districts over the summer to ask about their concerns and what the Town can do to help. Mr. Mizikar will return to the Board with further direction in the fall.

#### **5. TOWN ADMINISTRATOR REPORT**

Mr. Mizikar presented highlights from his written report.

#### **6. BOARD OF SELECTMEN REPORTS**

Mr. Buckley thanked the Memorial Day Committee for a great parade.

Mr. Brooks noted the Special Olympics was a great success and thanked all volunteers. First grader William Ngyuen won a cash prize in the state MSBA ideal school contest.

Mr. Belanger thanked the Memorial Day Committee, the PD and the Fire department and the community for all their support in making the Memorial Day Parade possible. Today is D-Day which means the invasion of Normandy where mostly 18 and 19 year olds turned around a war. Mr. Belanger congratulated graduates.

Ms. Provencher thanked all who came out to the Memorial Day Parade and congratulated all graduates. There was an LBA meeting on 5/25 and 3 scholarships were given out to Jared Walsh, Harold Cocker and Scot LeBoeuf. A raffle was also held which raised \$1600 for the Tarentino family.

## **7. MINUTES**

### **a. May 16, 2016**

A motion was made by Mr. Belanger and seconded by Mr. Buckley to approve the minutes of May 16, 2016. The motion carried unanimously.

### **b. May 25, 2016**

A motion was made by Mr. Belanger and seconded by Mr. Buckley to approve the minutes of May 25, 2016. The motion carried unanimously.

## **8. EXECUTIVE SESSION**

No executive session was held.

A motion to adjourn was made by Mr. Belanger and seconded by Mr. Buckley at 7:22pm. The motion carried unanimously.