

MINUTES
BOARD OF SELECTMEN MEETING
APRIL 3, 2017 at 6:30pm
TOWN HALL, SELECTMEN'S CONFERENCE ROOM

CALL TO ORDER/OPENING

Chairman Belanger called the meeting to order at 6:30pm. Chairman Douglas Belanger, Vice Chair Harry Brooks, Selectwoman Dianna Provencher, Selectman Michael Shivick, Town Administrator Kevin Mizikar, Assistant to the Town Administrator Kristen Forsberg and Student Liaisons Jaymi-Lyn Souza and Robert Kemp were in attendance. 2nd Vice Chair Thomas E. Buckley, III was absent due to a prior commitment.

PUBLIC COMMENT PERIOD

No members of the public provided comment

1. SCHEDULED

a. 6:30pm – Senator Moore – FY'18 Budget

Senator Moore provided an overview of the Governor's House 1 budget, noting the House and Senate budget will be released later this spring but are usually higher. Mr. Mizikar discussed some of the challenges the Town is facing including funding per student, health insurance rate increases and the increasing costs of vocational tuition combined with the net increase of local aid being tenths of a percent while the Town's budget has increased by 3.59% which creates a huge struggle for the Town.

b. 6:45pm – Common Victualler License Transfer – Wings & Company

Dhimitry Lako with Wings & Company presented a request to have the common victualler license transferred to him as he is now the sole owner of the business. A motion was made by Ms. Provencher and seconded by Mr. Brooks to approve the license transfer. The motion carried unanimously.

c. 6:50pm – Outdoor Business Permit – Leicester Farmer's Market

A motion was made by Mr. Brooks and seconded by Mr. Shivick to approve the outdoor business permit for the Leicester Farmer's Market. The motion carried with one abstention (Ms. Provencher).

d. 6:55pm – Common Victualler License Transfer – Crossroads Marketplace

A motion was made by Ms. Provencher and seconded by Mr. Brooks to transfer the common victualler license to Saad Souriel, new owner of Crossroads Marketplace. The motion carried unanimously.

2. CORRESPONDENCE

a. Student Liaison Reports

The student liaisons presented highlights from their written reports.

3. NEW BUSINESS

a. Resignations

i. Samantha Trotto – EMT-Basic

A motion was made by Ms. Provencher and seconded by Mr. Brooks to accept the resignation of Samantha Trotto from the position of EMT-Basic and to send a letter of thanks for service. The motion carried unanimously.

b. Appointments

i. Per Diem/On Call EMT-Basic – Eric Pike-Johnson

A motion was made by Ms. Provencher and seconded by Mr. Brooks to appoint Eric Pike-Johnson to the position of EMT-Basic. The motion carried unanimously.

ii. Board of Fire Engineers

A motion was made to reappoint Robert Wilson, Donald Berube, Michael Dupuis and Matthew Tebo to the Board of Fire Engineers. The motion carried unanimously.

c. Sign Annual and Special Town Meeting Warrants

Mr. Mizikar presented an overview of each proposed warrant article. There were 7 articles for the Special Town Meeting and 29 for the Annual Town Meeting.

A motion was made by Ms. Provencher and seconded by Mr. Brooks to approve the Special Town Meeting warrant articles. The motion carried unanimously. A copy of the warrant is attached.

A motion was made by Ms. Provencher and seconded by Mr. Brooks to move Article 29 from the Annual Town Meeting warrant to the Fall Town Meeting warrant. The motion carried with one abstention (Ms. Provencher).

A motion was made by Ms. Provencher and seconded by Mr. Brooks to approve the Annual Town Meeting warrant articles with the removal of Article 29. The motion carried unanimously. A copy of the warrant is attached.

A motion was made by Mr. Shivick and seconded by Ms. Provencher to sign the Special & Annual Town meeting warrants. The motion carried unanimously.

d. MGL Chapter 268A, Section 23(b)(3) Disclosure – Michael Shivick

Mr. Mizikar stated that a 23b disclosure is necessary whenever a town official is directly soliciting donations from organizations. Mr. Shivick is soliciting donations for the revitalization of Towtaid Park.

A motion was made by Mr. Brooks and seconded by Ms. Provencher to accept the disclosure provided by Michael Shivick. The motion carried with one abstention (Mr. Shivick).

e. District Local Technical Assistance Agreement – Central Mass Regional Planning Commission

Mr. Mizikar presented a funding agreement with the Central Mass Regional Planning Commission (CMRPC) for their preparation of a housing market analysis to identify impediments to developing affordable and market rate housing especially in consideration of new mass general laws which provide a special tax assessment for workforce housing. CMRPC would develop this analysis and it could be used to inform the board's strategies and goals in the future.

A motion was made by Ms. Provencher and seconded by Mr. Brooks to authorize the Chair to sign the District Local Technical Assistance Agreement with the Central Mass Regional Planning Commission. The motion carried unanimously.

f. Sign Bond Anticipation Notes – Fire & EMS Headquarters

Mr. Mizikar presented bond anticipation notes in the amount of \$1,657,415 at a rate of 1.2% for the Fire & EMS headquarters based on the borrowing authorization provided at May Town Meeting. This will enable the Town to pay off some of the principal as appropriated through this year's budget and borrow additional funds towards

the \$6.5M borrowing obligation as well as \$100,000 for the renovation of the second floor of the Town Hall. The bond anticipation notes are short term through October 26th at which time the Town can do a permanent final borrowing for the project and possibly combine the borrowing with the library project.

A motion was made by Ms. Provencher and seconded by Mr. Brooks to sign the bond anticipation notes for the Fire & EMS Headquarters. The motion carried unanimously.

g. Declare Land Excess – Parcel within Russell Park

Mr. Mizikar has spoken with both Becker College and the Leicester Little League and neither have an issue with selling the 1 acre landlocked parcel located in Russell Park that is not being used for recreational purposes due to its configuration. If declared excess by the Board, the sale of the parcel would be put out to bid. Abutters Kurt Parliment and Sharon Nist have expressed interest in purchasing the property and preserving it for agricultural purposes.

A motion was made by Mr. Brooks and seconded by Ms. Provencher to declare the 1+ acre parcel within Russell Park excess. The motion carried unanimously.

h. Memorandum of Agreement – Patrol Officers & i. Memorandum of Agreement - Sergeants

Mr. Mizikar discussed both the Patrol Officers and Sergeants proposed Memorandums of Agreement. Both provide a total of a 10% increase in wages over a three-year period ending in 2021. The impact on the budget including wage and stipend increases for 2018 is \$27K for the patrol officers and \$15K for the sergeants. The agreement proposes to raise their clothing stipend by \$100 and their educational stipend by 10%. The sergeant on duty call stipend is proposed to be increased to \$50. Mr. Mizikar recommended approval of these agreements due to other changes the unions agreed to pertaining to sick leave which could save the Town up to \$2500 per retiree and further encourages less use of sick leave by tightening controls and reducing the use of overtime to backfill shifts which impacts officer safety. The proposed agreements also provide more management control over Physical Fitness and Firearms training. Both unions have accepted these proposals. Mr. Mizikar noted the wage figures were updated but the language was not updated to match in section 5 and asked the board to approve the agreements contingent upon this change

A motion was made by Mr. Brooks and Ms. Provencher to accept both agreements with the correction of the language in section 5 to match the figures in section 5. The motion carried unanimously.

i. Vote to Add Elected Official Vacancy to June Town Election Ballot

Mr. Mizikar stated that having received notification that Selectman Shivick is vacating his seat as of the next Annual Town Election the Board must notify the Town Clerk and request this seat be added to the ballot and make it known so individuals can run. This seat would be for a 2-year term. The two regular seats would be filled by the highest vote getters and candidates would have to declare whether they are running for a 3 or 2-year seat. Mr. Shivick noted it would save the Town money by adding the seat to the general election and all interested people can jump in and put their hat in the ring.

A motion was made by Mr. Shivick and seconded by Mr. Brooks to direct the Town Administrator to notify the Town Clerk of the Board of Selectman seat being available to go on the Annual Town Election ballot. The motion carried unanimously.

4. DISCUSSION/OLD BUSINESS

a. FY'18 Budget

A motion was made by Mr. Shivick and seconded by Ms. Provencher to skip over the Town Administrator's PowerPoint and put it on the website or disseminate it through Town email. The motion carried 3:1 with Mr. Brooks casting the opposing vote.

A motion was made by Mr. Brooks and seconded by Ms. Provencher to reconsider the motion to show the PowerPoint. The motion carried 3:1 with Mr. Shivick casting the opposing vote.

A motion was made by Mr. Brooks and seconded by Ms. Provencher to show the PowerPoint. The motion carried 3:1 with Mr. Shivick casting the opposing vote.

Mr. Mizikar noted there are currently 9 projects in capital debt repayment with 3 being exempt from Prop 2 ½. These projects have final maturing dates ranging from 2021-2042. The top floor renovations to the Town Hall and the library borrowings are not included yet. In FY'2021 the police station, roofs at memorial school and town hall and the water pump and main project will be paid off, eliminating \$174,000 in debt payments annually. These funds would be available to recommit to additional debt service through a vote of the Board or to use for other operating purposes within the budget since they are non-exempt borrowings. Fiscal years 2024 and 2025 will see another reduction of \$321K in debt payments from exempt borrowings. It is important to plan for capital projects accordingly given the maturing debt payoff dates. The earliest that debt would be taken on for a project like the Middle School (if approved) would be 2022. Mr. Mizikar recommended the Board and the Finance Advisory Board hold a summit on debt and look at all of the projects out there and plan for the future to help the townspeople understand how taking on new debt will affect them.

5. TOWN ADMINISTRATOR REPORT

This item was passed over

6. MINUTES

a. March 20, 2017

A motion was made by Mr. Brooks and seconded by Ms. Provencher to approve the minutes of March 20, 2017. The motion carried unanimously.

7. BOARD OF SELECTMEN REPORTS

Ms. Provencher thanked the Leicester Public Schools for putting together their budget and giving the Board a binder that was well put together and easy to go through.

Mr. Brooks thanked the highway department for a great cleanup during the snowstorm and wished the 8th graders safe travel to D.C.

Mr. Belanger noted it was good to see cooperation between the School Department and the Town Administration on the budget and the adjustments made and the cooperation from the School Department to try and reach a balanced budget were refreshing. The Little League and softball parade will be held on Saturday, April 15th at 11am and those participating are asked to assemble on the common at 10:45am.

Mr. Shivick noted a public information session on the Stretch Energy Code/Green Communities Designation will be held on April 11th at 6:30pm in the Town Hall Gym and asked folks to please attend.

8. EXECUTIVE SESSION, MGL CHAPTER 30A, SECTION 21A

a. Minutes of March 20, 2017

b. Exception #2 – Strategy sessions in preparation for negotiations with nonunion personnel

A motion was made by Ms. Provencher and seconded by Mr. Brooks to enter into executive session at 8:52pm and to resume in open session only for the purpose of adjournment. Vote by Roll Call: All Ayes. The motion carried unanimously.

A motion to adjourn was made by Ms. Provencher and seconded by Mr. Brooks at 9:07pm. The motion carried unanimously.

Attachment 1: STM Warrant

Attachment 2: ATM Warrant