



PUBLIC NOTICE POSTING REQUEST
OFFICE OF THE LEICESTER TOWN CLERK
ORGANIZATION: Select Board Meeting

RECEIVED
2023 DEC 28 PM 4:12
TOWN CLERK'S OFFICE
LEICESTER, MASS.

MEETING: X

PUBLIC HEARING

DATE: January 2, 2024

TIME: 6:00pm

LOCATION: Select Board Conference Room, 3 Washburn Sq, Hybrid

REQUESTED BY: Maria Cataloni, Executive Assistant

Agenda packet and associated documents can be found at www.leicesterma.org/bos. This agenda lists all matters anticipated for discussion; some items may be passed over, and other items not listed may be brought up for discussion to the extent permitted by law. Votes may be taken on any item brought before the Board at its meeting. Select Board meetings are recorded by LCAC. Any member of the public planning to record the meeting must first notify the Chair.

PLEASE SILENCE ALL CELL PHONES DURING THE MEETING

<https://app.goto.com/meeting/534733493>

(571) 317-3122; Access Code: 534-733-3493

CALL TO ORDER/OPENING
VETERANS POEM

1. SCHEDULED ITEMS

- a. 6:00 - Hazard Mitigation Plan Update

2. PUBLIC COMMENT PERIOD

3. RESIGNATIONS AND APPOINTMENTS

- a. Appointments; Jeff McNally (Administrative Appointment) & Patrick Fitzgerald (Fire/EMS)
- b. Resignations: Shawn Honcharik (EMS)
- c. Appointments to the Economic Development Committee

4. CIVIC ANNOUNCEMENTS

5. OTHER BUSINESS

- a. Donation Acceptance – Senior Center
- b. Donation Acceptance – Police Department
- c. License Renewals:
 - i) Joe's Auto, Motor Vehicle Repair, 81 Huntoon Hwy
 - ii) Convenient Auto, Class II & Motor Vehicle Repair, 1135 Stafford Street

6. MEETING MINUTES

- a. November 27, 2023
- b. November 28, 2023
- c. December 4, 2023
- d. December 11, 2023
- e. December 18, 2023

ADJOURN

PROJECT NAME	All Hazards Plan			PROJECT MANAGER	Jason Main
PROJECT DELIVERABLE	All Hazards Plan to FEMA				
SCOPE STATEMENT	To deliver a comprehensive All Hazards Plan tailored for Leicester MA				
START DATE	11/01/2023	END DATE	04/24/2024	OVERALL PROGRESS	2%

AT RISK	TASK NAME	ASSIGNED TO	START DATE	END DATE	DURATION in days	STATUS
	Develop Project Plan	Jason Main	11/01/2023	11/16/2023	15	Complete
	Conduct Team meeting with Stakeholders	Jason Main	11/16/2023	11/16/2023	1	Complete
	Rough Draft and outline of plan	Peter Cusolito	11/16/2023	12/4/2023	18	Started
	Submit to be on Agenda for Conservation	Kristen Jacobsen	11/20/2023	11/20/2023	1	Started
	Post Agenda in accordance with open meeting law	Kristen Jacobsen/ Samantha Chatterton	12/10/2023	12/10/2023	1	
	First Public Meeting (conservation commission Meeting)	Mike Dupuis	12/13/2023	12/13/2023	1	
	Submit to be on Agenda	Kristen Jacobsen	1/3/2024	1/3/2024	1	
	Post Agenda in accordance with open meeting law	Kristen Jacobsen/ Samantha Chatterton	1/14/2024	1/14/2024	1	
	Second Public meeting	Jason Main/ Peter Cusolito	1/17/2024	1/17/2024	1	
	Submit for MEMA review	Jason Main/ Peter Cusolito	1/31/2024	1/31/2024	1	
	MEMA Review and feedback	MEMA/ Jason Main	1/31/2024	3/4/2024	34	

	Submit to Select Board for approval	Jason Main	3/4/2023	3/4/2024	1	
	Submit for FEMA for Review/ Comments/ and approval	Jason Main/ Peter Cusolito	3/11/2024	4/23/2024	44	
	Final Approval from FEMA	FEMA	4/24/2024	4/24/2024	1	

Mission Statement: The All Hazards Plan is the only required plan by FEMA to be eligible for Federal disaster money and mitigation funds. Our last plan was written in 2014 and does not include any real hazards for Leicester as it was written by a consultant. We will work with all departments, agencies and organizations along with the public to complete a comprehensive plan accounting for All hazards. We will look at both, natural, environmental and manmade disasters to help develop a plan.

Scope: The scope of this plan will encompass all departments and review all hazards that could effect the town of Leicester. It will also include input from the community and key stakeholders.

Key Stakeholders:

Fire

Police

DPW

Planning

Emergency Management

Town Administration

Conservation

Select Board

Maria Cataloni

From: Michael Dupuis <mdupuis@leicesterfireems.org>
Sent: Wednesday, December 13, 2023 1:11 PM
To: Genereux, David; Maria Cataloni; Samantha Chatterton
Subject: New LFD recruit hires

Hi All, I have the following new recruit hires that need to go in front of the Selectboard. When would that be scheduled so I can inform them?

Patrick Fitzgerald [REDACTED]
Connor Lavin [REDACTED]
Jeff McNally [REDACTED]
Thara Abdallah [REDACTED]
Marcos Alfonso [REDACTED]
Jason Morton [REDACTED]

Thanks,

Chief Michael R. Dupuis, CFO

Leicester Fire/EMS Department

3 Paxton Street, Leicester, MA 01524

Office #: 508-892-7022 ext. 1102





Molly Dube <mdube@leicesterfireems.org>

Resignation

1 message

Shawn Honcharik [REDACTED]
To: mdube@leicesterfireems.org

Fri, Dec 22, 2023 at 6:23 PM

Hello,

Sorry for the late reply, but just wanted to confirm with you that I agree it is best if I resign from Leicester EMS at this time, as now that I am full time elsewhere I dont have time in my schedule to pick up shifts at this point in my life. I appreciated the opportunity to work here, and I wish you the best of luck in your new position. I'm sure I will continue to see you around.

Thank you again for the opportunity to work at Leicester EMS.

Sincerely, Shawn Honcharik



Town of Leicester
OFFICE OF THE TOWN ADMINISTRATOR

Town Hall, 3 Washburn Square
Leicester, Massachusetts 01524-1333
Phone: (508) 892-7000 Fax: (508) 892-7070
www.leicesterma.org

December 28, 2023

To: Select Board
From: David Genereux, Town Administrator
RE: Appointments of the EDC

It appears that the Board needs to appoint members to the EDC, as a search of our records did not indicate appointments of various members. Please be advised that Volunteer forms will be distributed at the EDC meetings to those who have not submitted as of yet. Mr. Menard is the only recent appointment on record. A form for Mr. Brooks is in the packet.



TOWN OF LEICESTER CITIZEN VOLUNTEER FORM

From time to time vacancies/resignations occur on various town boards and committees. Should you be interested in volunteering to serve the Town in any capacity, please complete this form. Information received will be made available to boards, committees, and departments for their reference in filling vacancies.

NAME Harry Brooks HOME TEL. [REDACTED]
ADDRESS [REDACTED] WORK TEL. _____

EMAIL ADDRESS: [REDACTED]

Are you a citizen? Yes No Are you a registered voter? Yes No

- | | |
|---|--|
| <input type="checkbox"/> Advisory/Finance Committee | <input checked="" type="checkbox"/> Economic Development Committee |
| <input type="checkbox"/> Agricultural Commission | <input type="checkbox"/> Historical Commission |
| <input type="checkbox"/> Arts Council | <input type="checkbox"/> Memorial Day Committee |
| <input type="checkbox"/> Bandstand Committee | <input type="checkbox"/> Parks and Recreation Committee |
| <input type="checkbox"/> Burncoat Park Planning Committee | <input type="checkbox"/> Recycling Committee |
| <input type="checkbox"/> Bylaw Committee | <input type="checkbox"/> Road Conversion Committee |
| <input type="checkbox"/> Capital Improvement Planning Comm. | <input type="checkbox"/> Stormwater Committee |
| <input type="checkbox"/> Commission on Disabilities | <input type="checkbox"/> Zoning Board of Appeals |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Other _____ |

AVAILABILITY FOR MEETINGS

How many times per month are you available for meetings?

Four Two One Less than one

Are you available for evening meetings?

Monday Tuesday Wednesday Thursday

Are you available throughout the year for committee meetings?

Yes No

If not, when are you **NOT** available?

Winter Spring Summer Autumn

EDUCATION: _____
Associates

(Please complete reverse side)

EMPLOYMENT EXPERIENCE:

Town of Leicester: Are you currently or have you ever been employed by the Town? Yes No

If yes, state position(s) and date(s): 6 years as Selectboard member

Other Experience: Start with present or last job (include title) and military service assignments. Exclude organizations' names which indicate race, religion, sex, or national origin.

Operations Manager/ General Manager of a 22 employee Plumbing Heating Biasness

COMMENTS: Please tell us why you are interested in serving on the committees noted and any additional comments you may have: Would like to get back involved

Sometimes there is a short-term need for special background skills.
Please indicate your field(s) of training or experience below, as appropriate. Your application will be added to the list of residents who have expressed an interest in serving in similar capacities.

I possess the following training or experience:

- Architecture
- Construction
- Engineering, Civil
- Financial Administration
- Health Care
- Insurance
- Law
- Property Appraisal
- Science
- Systems Analysis
- Communications
- Economics
- Engineering, Electronic
- Fine Arts
- Historic Activities
- Land Use Planning
- Management
- Public Relations
- Statistics
- Transportation
- Computer Technology
- Education
- Engineering, Mechanical
- Government Contracts
- Human Services
- Grant Writing
- Personnel Administration
- Real Estate
- Survey Research

Other Skills & Interests: _____

Government or Community Volunteer Experience (Leicester or Elsewhere)

Position/Activity	Date(s)	City or Town
_____	_____	_____
_____	_____	_____
_____	_____	_____

eSigned via SeamlessDocs.com
Harry R. Brooks
Signature of Applicant

12-20-2023
Date

Thank you for your interest in serving the Town of Leicester



TOWN OF LEICESTER

Council on Aging

40 Winslow Avenue • LEICESTER, MASSACHUSETTS 01524-1113

TELEPHONE: (508) 892-7016 • FAX: (508) 892-7506

www.leicesterma.org

Rachelle S. Cyr, M.Ed.

Director of Elder Affairs

E-mail: cloutierr@leicesterma.org

November 15, 2023

Mr. and Mrs. John Michon



Dear Mr. and Mrs. Michon:

Thank you so kindly for your generous donation of \$100 in memory of Robert. To us he was a gentle soul-a bright star. He will be missed by many who knew him.

Your donation (along with other donors) allows the center to offer wonderful special programs such as those described here: Last week we had our annual veterans' breakfast with over 100 individuals in attendance. For veterans and family, we offer a wonderful breakfast free of charge. At such events our schoolchildren serve; town personnel prepare the breakfast; our school chorus sings the National Anthem, ROTC of South High in Worcester commemorates our POW/MIA. Our guest speaker was Lt. Colonel Shannon McLaughlin of Boston. Another event that will be attended by over 100 is coming up next Tuesday as we celebrate Thanksgiving with a free turkey dinner paid for again by donors such as yourself.

Again, thank you.

Rachelle S. Cyr, M.Ed.

Director of Elder Affairs

Cc: David Genereux, Town Administrator

Board of Select Persons



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Director of Elder Affairs

E-mail: cloutierr@leicesterma.org

November 21, 2023

Mrs. David Cochran
[REDACTED]

Dear Mr. and Mrs. Cochran:

Thank you for your generous donation of \$50.00 in memory of Robert. To us he was a gentle soul-a bright star. He will be missed by many who knew him.

Your donation (along with other donors) allows the center to offer wonderful special programs such as those described here: On November 9th we had our annual veterans' breakfast with over 100 individuals in attendance. Today as I write this letter to you, we are serving over 100 seniors a free turkey dinner. Such events along with so many others would not be happening without donors who remember those at one time not long ago, would be here.

Thank you so very much for remembering Robert in such a generous way.

Again, thank you.

Rachelle S. Cyr, M.Ed.

Director of Elder Affairs

**Cc: David Genereux, Town Administrator
Board of Select Persons**

**Cc: Susan Gallant
8 Lillian Avenue
Rochdale, MA 01542**



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Rachelle S. Cyr, M.Ed.

Director of Elder Affairs

E-mail: cloutierr@leicesterma.org

December 20, 2023

Carol A. Spooner
[REDACTED]

Dear Ms. Spooner:

Thank you for your donation of \$10.00 in memory of Robert. To us he was a gentle soul-a bright star. He will be missed by many who knew him.

Your donation (along with other donors) allows the center to offer wonderful special programs such as those described here: On November 9th we had our annual veterans' breakfast with over 100 individuals in attendance. We served over 100 seniors a free turkey dinner. Today we had 145 schoolchildren who came to sing Christmas songs.

Thank you so very much for remembering Robert.

Sincerely,

**Rachelle S. Cyr, M.Ed.
Director of Elder Affairs**

**Cc: David Genereux, Town Administrator
Board of Select Persons**

**Cc: Susan Gallant
8 Lillian Avenue
Rochdale, MA 01542**



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Rachelle S. Cyr, M.Ed.

Director of Elder Affairs

E-mail: cloutierr@leicesterma.org

December 20, 2023

Edwin and Carol Laprade

Dear Mr. and Mrs. Laprade:

Thank you for your generous donation of \$200.00 in memory of Robert. To us he was a gentle soul-a bright star. He will be missed by many who knew him.

Your donation (along with other donors) allows the center to offer wonderful special programs such as those described here: On November 9th we had our annual veterans' breakfast with over 100 individuals in attendance. We recently served over 100 seniors a free turkey dinner. Today we had 145 schoolchildren who came to sing Christmas songs. Santa came and our children received Christmas gifts. It is because of the generosity of our donors that we are able to do all of the aforementioned.

Thank you so very much for remembering Robert.

Sincerely,

**Rachelle S. Cyr, M.Ed.
Director of Elder Affairs**

**Cc: David Genereux, Town Administrator
Board of Select Persons**

**Cc: Susan Gallant
8 Lillian Avenue
Rochdale, MA 01542**



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Rachelle S. Cyr, M.Ed.

Director of Elder Affairs

E-mail: cloutierr@leicesterma.org

December 18, 2023

**Colby Fire Protection, Inc.
626 Pleasant Street
Rochdale, MA 01542**

Dear Mr. Colby:

Thank you for your generous donation of \$150.00 in memory of Bob Perron. We miss him a lot. He was so good to us.

Bob was never shy of hard work. He always kept busy. It saddened me greatly the day he came to my office to let me know he would not be returning. I knew he had to be quite ill. He was very knowledgeable. No matter what you asked of him he would offer more. Our Garden Club adored him as in early Spring, he would clean out all of the flower beds to ready them for new plantings. He loved working outside and this is something I was personally happy to see him involved in as he could enjoy fresh air and stay active.

Thank you so very much for remembering Bob in such a generous way.

Again, thank you.

**Rachelle S. Cyr, M.Ed.
Director of Elder Affairs**

**Cc: David Genereux, Town Administrator
Board of Select Persons**



Leicester Police Department
90 South Main Street
Leicester, MA 01524



Chief
Kenneth M. Antanavica
antanavicak@leicesterpd.org

www.leicesterpd.org

Emergency: 911
Non Emergency: 508-892-7009
Non Emergency: 508-892-7010
Fax: 508-892-7012

December 20, 2023

To: David Genereux - Town Administrator
Selectboard - Town of Leicester

From: Kenneth Antanavica
Chief of Police

Re: **Acceptance of Donation from Hill Top Animal Clinic**

The Leicester Police Department recently received a generous donation of a check for \$500.00 from Mr. Barry Besse/Hilltop Animal Clinic. Pursuant to the appropriate bylaw/ordinance, I am requesting that the Board of Selectmen accept the generous donation from Hilltop Animal Clinic. The Leicester Police Department will deposit the funds into its DARE donation account, where it will be used to support departmental operations for the DARE program that are not funded by the general operating budget.

Should you have any questions pertaining to this matter, please feel free to contact me personally.

Kenneth M Antanavica
Chief of Police

Attachments

1. Copy of Check

License Renewals:

Motor Vehicle Repair:

1. Joe's Auto, 81 Huntoon Memorial Highway
2. Convenient Auto, 1135 Stafford Street

Class II:

1. Convenient Auto, 1135 Stafford Street

**SELECT BOARD MEETING MINUTES
NOVEMBER 27, 2023 AT 6:00PM
LEICESTER TOWN HALL, LEICESTER, MASSACHUSETTS 01524**

Chair Rick Antanavica, Vice Chair Dianna Provencher, Selectman Kevin Menard, Selectman John Bujak, Town Administrator David Genereux, and Grants Manager, Samantha Chatterton were in attendance.

ATTENDANCE:

Rick Antanavica	Present
Dianna Provencher	Present
Kevin Menard	Present
John Bujak	Present

1. SCHEDULED ITEMS

- a. 6:00 PM - FY2024 Tax Rate Public Hearing

Mr. Antanavica cited the veteran's prayer.

He introduced Alyce Johns from the assessor's office. Ms. Johns thanked the finance department and the town clerk's office for their assistance in the process. She stated the purpose of public hearing is legally required to adopt a residential factor to determine the local tax levy of real and personal property. Ms. Johns explained the terminology including new growth, levy and debt exclusion to help further explain the process.

She stated they are required to change values and assess property to adjust for changing market values to be in compliance with state laws. Ms. Johns covered the prior year levy figures and new growth numbers.

She informed the board may adopt a residential and business exemption. She also discussed the options of a split tax rate versus a single tax rate. She explained the open space discount which has a maximum allowable discount of up to 25 percent which protects open land and deters development.

She stated the proposed tax rate for 2024 would be 12.55 for a single-family home with a median value of 360,819 which is \$248.47 increase in taxes from 2023. She stated Leicester's CIP does not support a split tax rate and stated Leicester Select Board has historically votes for a single tax rate. She stated local small businesses would not benefit from a split tax rate and keeping it a single tax rate would continue attract local businesses.

Ms. Provencher made a motion to approve the single tax rate. Seconded by Mr. Bujak.

Mr. Arthur Paquette stated the Board of Assessors was in favor of the single tax rate.

Mr. Bujak inquired about relief options for those who are struggling to pay their taxes.

Ms. Johns and Mr. Genereux covered various relief options for those who are elderly or are experiencing financial hardships.

Mr. Bujak inquired how to promote those opportunities.

Ms. Johns stated the towns cannot afford to sponsor the needs of someone who cannot pay their taxes and the state programs are targeted to those who are 70 and older.

Mr. Genereux stated the options are listed on the website.

Ms. Johns suggested when full time staff are present, they can promote the programs in partnership through the senior center.

Mr. Genereux urged residents to check their bill and property record card and that abatements were sometimes offered if valuations were too high.

Ms. Johns covered the laws relating to allowing an assessor on your property.

Mr. Antanavica stressed the benefits of the senior work-off program for both the town and the residents looking for relief on their taxes.

Ms. Johns stressed the importance of residents attending town meeting, as people don't realize the tax rate is impacted by certain items voted on at town meeting.

Motion passes 4-0-0.

Ms. Johns brought the form to the board for signature.

Mr. Antanavica suggested working with the school department to develop photo IDs for when the assessor is out on inspections.

Mr. Antanavica stated he was bothered by a citizens' comments from the prior meeting. He discussed comments made regarding the town administrator's job performance including the school budget, communication with the board, capital planning methods and procurement, public employee morale and strongly encouraged the public to stop by and witness what the TA's office does on a day-to-day basis. He expressed his support of the Town Administrator and the staff and encouraged the public to reach out to him with concerns.

Mr. Menard made a motion to enter into executive session. Seconded by Ms. Provencher. Roll call (4-0-0)

2. EXECUTIVE SESSION

- a. To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body pursuant to. c.30A, § 21(a)(6) – Lease agreement WCAC Winslow Ave
- b. M.G.L. To conduct strategy sessions in preparation for negotiations with nonunion personnel pursuant to M.G.L. c.30A, § 21(a)(2) – Town Administrator
- c. M.G.L. To conduct strategy sessions in preparation for negotiations with nonunion personnel pursuant to M.G.L. c.30A, § 21(a)(2) – Town Administrator

Motion to go out of executive made by Ms. Provencher. Seconded by Mr. Bujak. (Roll Call – 4-0-0)

OTHER BUSINESS

- d. Vote to accept revised WCAC lease agreement for Winslow Avenue

Mr. Antanavica announced they were back in open session.

Mr. Bujak made a motion to approve the 7-month lease for Winslow Ave for WCAC. Seconded by Ms. Provencher. Motion passes 4-0-0.

Motion to adjourn by Mr. Bujak. Seconded by Ms. Provencher. Motion passes 4-0-0.

SELECT BOARD MEETING MINUTES

NOVEMBER 28, 2023, AT 6:00PM

LEICESTER TOWN HALL, LEICESTER, MASSACHUSETTS 01524

Chair Rick Antanavica, Vice Chair Dianna Provencher, Selectman John Bujak, Selectman Kevin Menard, Town Administrator David Genereux, and Grants Manager Samantha Chatterton were in attendance.

ATTENDANCE:

Select Board

Chair Rick Antanavica	Present
Vice Chair Dianna Provencher	Present
Kevin Menard	Present
John Bujak	Present

Administrators:

David Genereux, Town Administrator	Present
Samantha Chatterton, Grants Manager	Present

1. SCHEDULED ITEMS

a. 6:00 PM - Joint Meeting with the School Committee

Candidates for opening on the Leicester School Committee (Interviewed on 11/20/23)

- a. Nicholas Casello Jr.**
- b. Courtney Payne**
- c. Chris Clark**
- d. Robert Mercer**
- e. Nicholas Packard**
- f. James Reinke**
- Any other candidates who wish to be considered**

Mr. Antanavica opened the meeting at 6 PM. Mr. Antanavica announced free finance classes including budgeting for savings and planning provided to the town via a grant. He also discussed a craft fair that will benefit the schools.

Ms. McCance called the school committee meeting to order at 6:02.

Mr. Antanavica asked to hear from the superintendent regarding the school committee applicants.

Mr. Kustigian stated all the candidates from the former applicant pool dropped out and only Jim Reinke was left from the last pool of applicants. He thanked the public for their interest and stated he appreciated the support, and he hopes they remain committed to helping the schools.

Mr. Reinke stated he spoke to the town administrator to ensure serving on the school committee wouldn't be a conflict with any of the other committees he presently serves on. He stated he called the ethics commission and confirmed there is no conflict and would only need to provide a disclosure. He explained he wanted to ensure transparency and that he could perform ethically across all of his boards.

Mr. Menard asked if he would be able to commit to all the boards he works on from a time standpoint.

Mr. Reinke stated he would be able to fulfill his responsibilities.

Mr. Bujak made a motion to appoint Mr. Reinke to the open seat on the school committee. Seconded by Ms. Provencher. Roll call (4-0)

Mr. Messier made a motion to appoint Mr., Reinke to the school committee. Seconded by Mr. Lambert. Roll call (4-0)

b. Discussion of Financial Planning Work Group

Mr. Bujak made a motion to pass over item b until the next meeting. Seconded by Mr. Menard. Motion carries 4-0-0.

Motion to adjourn by Ms. Provencher. Seconded by Mr. Menard. Motion carries 4-0-0.

ADJOURN

SELECT BOARD MEETING MINUTES

DECEMBER 04, 2023, AT 6:00PM

LEICESTER TOWN HALL, LEICESTER, MASSACHUSETTS 01524

Chair Rick Antanavica, Vice Chair Dianna Provencher, Selectman John Bujak, Town Administrator David Genereux, and Grants Manager Samantha Chatterton were in attendance.

ATTENDANCE:

Select Board

Chair Rick Antanavica	Present
Vice Chair Dianna Provencher	Present
Kevin Menard	Present
John Bujak (Arrived Mid-Meeting)	Present

Administrators:

David Genereux, Town Administrator	Present
Samantha Chatterton, Grants Manager	Present

1. SCHEDULED ITEMS

a. 6:00pm - Pole hearing – Installation of 1 JO pole between 12 and 13 Blueberry Lane (National Grid)

Mr. Antanavica announced the pole hearing and stated National Grid was present on GoTo meeting to answer questions.

Mr. Genereux introduced Connor Reynolds to the board.

Mr. Antanavica read the news posting from the public announcement.

Mr. Reynolds stated the pole was for a new homeowner.

Mr. Antanavica asked if the homeowner was aware of the location of the pole because the service was being installed underground to link to the home.

Mr. Reynolds confirmed he believed the homeowner was notified.

Ms. Provencher made a motion to approve the new pole number 7 in front of 13 Blueberry Ln. Seconded by Mr. Menard. Motion Carries 3-0-0, Mr. Bujak absent for motion.

b. 6:05 – Pole hearing – Installation of 1 JO Pole at the intersection of Sunrise Ave and Stafford Street (National Grid)

Mr. Antanavica read the public announcement regarding the Stafford Street pole hearing and asked if the property belonged to National Grid.

Mr. Reynolds confirmed it was for temporary power to power a substation.

Ms. Provencher made a motion to approve the pole in the area of 408 Stafford Street for temporary power. Seconded by Mr. Menard. Motion carries 3-0-0, Mr. Bujak absent for motion.

c. 6:15 - Valley Gas – Liquor License

Ms. Provencher made a motion to continue the liquor license as the business owners were not present to the following meeting at 6:15. Seconded by Mr. Menard. Motion carries 3-0-0, Mr. Bujak absent for motion.

d. 6:30 – Deer Pond Auto – Vehicle License

Mr. Antanavica inquired about the number of towing companies under the business establishment.

The owner explained the separate businesses providing different services including auto services and towing.

Mr. Genereux stated the license was a long-awaited process and this would cover them through all of December before the normal licensing procedure would take effect.

Mr. Antanavica read the building commissioner's report that deemed the business as a continuation of use with no changes. He clarified all the information had been filled out by different departments.

Mr. Jason Radzevich stated he was happy to answer any and all questions regarding the business.

Mr. Genereux stated there was a question if splitting the parcels changed the potential use, but it did not and that no complaints had come in during the year they had owned it.

Motion to approve the license made by Mr. Bujak. Seconded by Ms. Provencher. Motion carries 4-0-0

e. 6:40 - Steve Dodge – Maple Hill Disc Golf Update

Mr. Dodge handed out fliers to the board and staff. He gave praise to the police chief for previously working with the disc golf course. He further discussed the 2024 MVP Open at Maple Hill and mentioned anticipated turnout from visitors from all over the country and in 10 other countries.

Mr. Bujak brought up the different forms of golf in other countries including foot golf.

Mr. Dodge discussed the amount of parking spots and discussed the economic impact of his events including gas purchases from Leicester vendors, local shopping and restaurants, overnight stays including online rentals/hotels and car rentals.

He estimated the economic impact of his business on Leicester is approximately \$800,000. He expressed some areas to improve including better signage, more parking, practice fields, shuttles, better cell

service, food options, affordable places to stay, additional spectator areas with wood chips and more trash cans.

The board recommended food truck vendors in Leicester who could assist at the next disc golf event.

Mr. Dodge asked if the town would assist in delivering woodchips.

Mr. Genereux stated the issue is public dollars being utilized for staff and trucks to assist in private events.

The board recommended food truck vendors in Leicester who could assist at the next disc golf event.

Mr. Dodge expressed concerns for the Thursday before the next tournament event and the issue of parking since town offices were open on Thursday.

Mr. Antanavica clarified one of the buildings on Winslow Ave was now being used for educational purposes and parking would be more difficult.

Mr. Messier suggested utilizing local churches and the Knights of Columbus for additional parking options.

Ms. Provencher asked if he considered having an Olympic style event at Maple Hill.

Mr. Dodge stated he had considered it but because PGA takes the spotlight; there is little benefit to holding the event for the business owner but in 2028 he would hold the world championship.

2. RESIGNATIONS & APPOINTMENTS

None discussed.

3. PUBLIC COMMENT PERIOD

Mr. Antanavica asked for public comment; received no response.

4. CIVIC ANNOUNCEMENTS

a. Saturday, December 9th Fill a Cruiser/Shop with a Cop Walmart Plaza 8:00 – 4:00 pm

b. Saturday, December 9th 9:00-3:00 PM- Leicester Girl Scout Troop 64656 2nd Annual Craft Fair at the Leicester Senior Center

c. December 16th – Santa Run

Mr. Antanavica discussed the events within Leicester in December including the Fill a Cruiser events and the craft fair which had been moved to Leicester High School as opposed to the senior center. He stated on December 16th the Santa Ran could be seen online.

5. OTHER BUSINESS

a. Tax collections policy

Mr. Genereux announced the Treasurer/Collector was in attendance for a tax collection policy.

Mr. Nick George, Treasurer/Collector discussed the tax collections policy included in the packet which covered Mass General Law regarding how the town pursues collection. He said the policy covers how bills are sent out, when demands are issued and when liens are established. The policy outlines timeframes of when those processes occur and when the town is able to foreclose on a property for failure to pay.

Ms. Provencher made a motion to approve the collection policy documentation. Seconded by Mr. Menard.

Mr. Antanavica asked if personal property was included in the policy.

Mr. George stated personal property was different as no liens could be placed on businesses and small claims would be an option under that tax. He clarified the businesses in town have been consistent in paying taxes.

Ms. Provencher asked about personal property in deteriorating condition.

Mr. George clarified the options for tax disputes pertain to the appellate tax board.

Mr. Genereux advised the group to take the policy under advisement to discuss further at the next meeting.

Ms. Provencher withdrew her motion and Mr. Menard withdrew his second.

b. Financial Workgroup Discussion

Mr. Menard made a motion to not move forward with the financial workgroup. Seconded by Ms. Provencher.

Mr. Antanavica stated he had an issue with volunteer people doing the work involved from the accountability standpoint of the group.

Mr. Cusolito stated there were no volunteers on the board and the goal was to develop long range financial policies.

Mr. Antanavica discussed the motion on the floor, motion passes 3-0-0 Mr. Bujak absent.

6. EXECUTIVE SESSION

Mr. Bujak moved to enter into executive session. Seconded by Ms. Provencher. Roll call 4-0.

- a. To consider the purchase, exchange, lease, or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body pursuant to. c.30A, § 21(a)(6) – Russell House purchase**

**SELECT BOARD MEETING MINUTES
DECEMBER 11, 2023 AT 6:00PM
LEICESTER TOWN HALL, LEICESTER, MASSACHUSETTS 01524**

Chair Rick Antanavica, Vice Chair Dianna Provencher, Selectman Kevin Menard, Selectman John Bujak, Town Administrator David Genereux, and Assistant to the Town Administrator, Maria Cataloni were in attendance.

ATTENDANCE:

Rick Antanavica	Present
Dianna Provencher	Present
Kevin Menard	Present
John Bujak	Present

Administration

David Genereux Town Administrator	Present
Maria Cataloni Assistant to the TA	Present

Chair Antanavica opened the meeting at 6:00 PM.

1. SCHEDULED ITEMS

a. 6:00 – License Renewals

Common Victualler – Ms. Provencher made a motion to approve the licensees. Seconded by Mr. Bujak. Motion passes 4-0-0

General Entertainment - Ms. Provencher made a motion to approve the licensees. Seconded by Mr. Bujak. Motion passes 4-0-0

Junk Dealer - Ms. Provencher made a motion to approve the licensees. Seconded by Mr. Bujak. Motion passes 4-0-0

Outdoor Business - Ms. Provencher made a motion to approve the licensees. Seconded by Mr. Bujak. Motion passes 4-0-0

Games - Ms. Provencher made a motion to approve the licensees. Seconded by Mr. Bujak. Motion passes 4-0-0

Sunday Entertainment - Ms. Provencher made a motion to approve the licensees. Seconded by Mr. Bujak. Motion passes 4-0-0

Auto Body - Ms. Provencher made a motion to approve the licensees. Seconded by Mr. Bujak. Motion passes 4-0-0

Motor Vehicle Repair - Ms. Provencher made a motion to approve the licensees. Seconded by Mr. Bujak. Motion passes 4-0-0

Car Rental - Ms. Provencher made a motion to approve the licensees. Seconded by Mr. Bujak. Motion passes 4-0-0

Class II - Ms. Provencher made a motion to approve the licensees. Seconded by Mr. Bujak. Motion passes 4-0-0

Class III - Ms. Provencher made a motion to approve the licensees. Seconded by Mr. Bujak. Motion passes 4-0-0

BYOB - Ms. Provencher made a motion to approve the licensees. Seconded by Mr. Bujak. Motion passes 4-0-0

b. 6:15 - Valley Gas – Liquor License

Rick read the public hearing notice and asked owners to explain what they like to do.

Mr. Martin Bitar stated he would like to sell beer and wine since they have had empty shelving since 2021. Had to wait for convenience store open. Ms. Laura Bitar got approval from all town departments. Kevin inquired if the parking issue was resolved.

Mr. Antanavica inquired if he got the bollards in.

Mr. Bitar stated he believed there was some misunderstanding and he was told either speed bumps or bollards and the business has both and there is 10 feet for the fire lane.

Rick inquired if there was 1 handicap spot and if there was any additional spots.

Mr. Bitar replied there are 3.

Mr. Antanavica asked about the car that is always there and if it was his wife's. He stated he was previously on the Fire Department, so the parking needs to be clear. He said everything else appears to be in order.

Mr. Bujak asked if liquor was sold or it was just beer and wine?

Mr. Bitar stated it was just beer and wine.

Ms. Provencher made a motion to approve the license. Seconded by Mr. Bujak. Motion passes 4-0-0.

c. 6:30 – Liquor License Renewals

Mr. Bujak made a motion to approve the licensees. Seconded by Ms. Provencher. Motion passes 4-0-0

2. RESIGNATIONS & APPOINTMENTS

None discussed.

3. PUBLIC COMMENT PERIOD

a. Mr. Doug Belanger discussed abuse of the public comment period by a resident at a recent meeting. He stated he knows the person because he wrote to them and there was a clear purpose behind the speech. He stated in the 3 to 5 minutes, what he watched was a diatribe of half-truths and attacks. There was no opportunity to respond. He asked that all members review the policy and the plan to address some issues in town is January 30th.

Mr. John Bujak inquired about a special Town Meeting in January? Mr. Genereux responded that it was likely possibly.

4. CIVIC ANNOUNCEMENTS

a. December 16th – Santa Run

Mr. Antanavica stated the list is on Facebook and on the Town Website.

5. OTHER BUSINESS

a. Tax collections policy (2nd reading)

Mr. Antanavica read the definitions and asked if it was published online.

Mr. Genereux responded it will be.

Mr. Bujak asked if partial payments were not accepted after the notice is published and asked if it was Mass General Law?

Mr. Genereux once it is published, there is a 2-week window. The town will hold payments, but not apply them. It is a cleaner record and one cannot enter into a payment plan to avoid a tax taking. We will collect them until the date of publication. They hold so everything stays organized.

Mr. Bujak asked if the town was placing liens on people paying but still in arrears.

Mr. Genereux stated when collector and treasurer were separate, treasurer collector would take it, then hand over to treasurer. After June 30th they could work out payment.

Mr. Bujak said he was confused. If there is payment what is the status of tax title.

Mr. Genereux stated the interest rate goes from 14 to 16%.

Mr. Bujak asked if someone is actively paying the town is not taking property from them. He asked if the Board become made aware, since they are not part of the process.

Mr. Genereux said generally speaking, it has been administerial and handled by employees. Most of the previous issues were improper books and pages, or addresses. In that case the town reassess them as the legal work is expensive.

Ms. Provencher states the board used to get a copy of everything that was in tax title but they hadn't done that for a long time.

Ms. Bujak stated he didn't think we should be involved in day-to-day.

Mr. Antanavica stated it is good to have multiple eyes on it.

Ms. Provencher asked about land court and if it went against town taxes or 3rd party?

Mr. Genereux stated the town hasn't done anything with 3rd party at this point. The state is considering new legislation. If anybody has payment agreement, they will not go to land court.

b. FY2025 budget – first look

Mr. Genereux stated he is presenting the first short-form version of the budget. This is the first step in the process. Departments got copies of their budgets. Anything with expenses is planned to be zero-based. He stated he will be working with the Town Accountant over next few weeks as the due date is 1/2/24. The department lines will be redone with whatever is presented. After that is settled he stated

he will make recommendations for discussion with the Board. He said he has made forecast changes in State Aid and would not be waiting for the governor's budget. The debt schedule in 2025 has been finalized and he expected the numbers to change when department's submit their expenses. SB/TA has \$140k increase due to updates to compensation schedule as the board has talked about getting rid of lower lines on the scale which resulted in an increase of \$252 to \$291. Increases of 1.8 million. To figure all of this out, there are 3 questions the needed to be discussed.

1. Is shelter funding. Put income toward maintenance of property as nobody expected 2 million dollars in revenue.
2. Should school department pay some of it? Union contracts currently under negotiation. Possible increase of School Choice Out.
3. Is there an appetite to continue to use Free Cash? The town will need to review 300k for snow and ice and will need \$350k for campus expenses through July.

Mr. Bujak inquired about HCA funds and if they were set aside or buried in free cash?

Mr. Genereux responded the town hasn't used HCA for anything else. It's still in Free Cash.

Mr. Bujak asked if there was roughly 900k that should come out of free cash.

Mr. Genereux stated they are still waiting for the Cannabis Control Commission to finalize.

Mr. Bujak stated he has always said "spend it" before they want to take it back.

Mr. Genereux stated the town moved some money in, but not all. If everything remains the same, they have a debt to that fund.

Mr. Bujak asked if free cash is about \$300k and said they have to change the presentation to make it all make sense.

Mr. Genereux stated they not getting any further HCA funding and they are one of the few towns to start an HCA.

Mr. Bujak stated he thought that is a better idea for tracking.

Mr. Bujak asked if the state paying was paying for the shelter kids?

Mr. Antanavica stated he would have to speak to the superintendent.

Mr. Bujak stated there new program on Winslow ave too and the town needs to know the value as that cost could be reduced.

Mr. Genereux stated that the governor signed last week and the superintendent has a standing meeting next week.

Mr. Antanavica stated that it would be crucial.

Mr. Bujak asked about the MSBA project and said that he has heard nothing. He expressed that the town cannot pull from any other coffers.

Mr. Genereux stated they would be repurposing and the state covers about 58%.

Mr. Bujak said longer term, they will need a debt exclusion and the million dollar override is not that bad, but when coupled with debt exclusion it adds up.

Mr. Antanavica stated the PD project comes off this year.

Mr. Bujak asked does the enterprise fund have some money and that hopefully enrollment goes up.

Mr. Menard stated the town just got approved for two new Chapter 74 funds and that the school may be adding another one?

Ms. Mary Kay Hannant spoke of changing nursing to professional medical.

Mr. Bujak stated the building needs an investment.

Mr. Genereux stated that will change over 3 weeks.

Mr. Bujak about the status of the school budget.

Mr. Menard stated the school committee chair wanted to get the 3 boards together.

Mr. Bujak stated those 3-board meetings are useless. He said he is not knocking our board, but nothing happens.

Mr. Genereux stated it comes down to the board is responsible for the policy that creates the budget. Advisory opines about it. Board has authority to give more direction. He stated he is not sure we will get information any time soon.

Mr. Bujak stated he would prefer the school committee does a budget like the town as they spell it out by name and the school budget should be itemized.

Mr. Genereux stated the Vadar report lists by salary, professional services, supplies/utilities. Everything should be part of final budget pack.

Mr. Bujak stated moving money is fine and it is hopefully building.

Mr. Genereux stated the long report will probably be 280 pages.

Ms. Hannant mentioned bond street and the 21 million that school approved last year and asked if that included \$200k?

Mr. Genereux stated the school asks for more because they do not have to have an additional public hearing.

Mr. Bujak stated he thought Ms. Hannant was correct as the esser funds go away so they'd have to make 400k.

Mr. Antanavica asked to see if we can have them come to the next mtg.

Ms. Hannant stated she would be wiling to help.

Mr. Bujak made a motion to enter into executive session at 7:09 PM. Ms. Provencher seconded. Motion carries 4-0-0 (roll call vote)

6. EXECUTIVE SESSION

- a. To discuss strategy with respect to collective bargaining or litigation pursuant to M.G.L. c. 30A, §21(a)(3) if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Kelly O’Brien vs. Town of Leicester

Ms. Provencher made a motion to adjourn at 7:48 PM. Mr. Bujak seconded. Motion passes 4-0-0.

**SELECT BOARD MEETING MINUTES
DECEMBER 18, 2023 AT 6:00PM
LEICESTER TOWN HALL, LEICESTER, MASSACHUSETTS 01524**

Chair Rick Antanavica, Dianna Provencher, Selectman Kevin Menard, Town Administrator David Genereux and Grants Manager, Samantha Chatterton.

ATTENDANCE:

Chairman Rick Antanavica	Present
Vice Chair Dianna Provencher	Present
Selectman Kevin Menard	Present
Selectman John Bujak	Not Present

1. SCHEDULED ITEMS

6:00 PM Resignations and Appointments

Mr. Antanavica opened the meeting at 6:07 PM. He read the veterans poem and expressed grievances for a former Select board member who recently passed away.

a. Connor Lavin (Fire/EMS)

Deputy Chief Tebo announced 6 appointments that will occur over the current and future meetings. Mr. Lavin stated he lives in Leicester and discussed his education and sports he played in town. He stated he is a criminal justice major at Anna Maria college. He said he puts his best foot forward to meet and maintain goals for his colleagues and himself.

Ms. Provencher asked why he wanted to work in Leicester.

Mr. Lavin stated he wanted to work in Leicester because his family lives in Leicester and his historic ties to the community.

Ms. Provencher made the motion to approve. Seconded by Mr. Menard. Motion passes 3-0-0.

Jeff Natale

Mr. Genereux said although Mr. Natale was not on the agenda, the board could allow him to speak and administratively appoint at the next meeting. Mr. Natale spoke about the positive things he had heard about the town and said he own a business which left him time to dedicate to the fire/EMS department.

Mr. Menard asked if his business would interfere with his duties on the fire department.

Mr. Natale said he did not see any conflicts.

The board agreed they will officially appoint at the next meeting.

b. Thara Abdallah (Fire/EMS)

Ms. Abdallah said she is a student OF Worcester State and is majoring in education and that her schooling and work on the Fire/EMS department would not conflict with her schooling. She stated she is very interested in the position to help the community and she sees this as a way to dip her toes in the fire department to determine if she would like to pursue it as a career.

Mr. Antanavica asked if she was pursuing a firefighter, EMT or both.

Ms. Abdallah said she is looking to pursue firefighting first.

Ms. Provencher made a motion to approve. Mr. Menard seconded. Motion passes 3-0-0.

c. Marcos Alfonso (Fire/EMS)

Mr. Alfonso stated he is 18 years old and has lived in Leicester his entire life and he is attending school as machinist. He stated he wants to join the fire department to help the community as he loves the town and his goal in the future is to become an army medic and this experience would greatly assist with that.

Ms. Provencher asked why he wanted to work in Leicester.

Mr. Alfonso said because he is dedicated the community.

Ms. Provencher made the motion to approve. Seconded by Mr. Menard. Motion passes 3-0-0

d. Jason Morton (Fire/EMS)

Mr. Morton stated he has lived in Leicester for three years and his wife was born and raised here. He said his brother-in-law was on the fire department and Ryan Plante convinced him to become a bigger part of the community. He stated his father worked for the Framingham Fire Department.

Ms. Provencher made the motion to approve. Seconded by Mr. Menard. Motion passes 3-0-0

2. PUBLIC COMMENT PERIOD

Mr. Antanavica asked for public comment to no response.

3. CIVIC ANNOUNCEMENTS

Mr. Genereux and Mr. Antanavica wished everyone a Merry Christmas.

4. OTHER BUSINESS

a. MSBA Announcement

Mr. Genereux announced the school is under preliminary review for MSBA approval. He stated if they move on in the process a special town meeting will be required to establish money for a feasibility study. He stated plans will have to be delivered to MSBA from the superintendent. He said he intends to put forward the entire second floor, roof, HVAC and an all-encompassing remodel of Borger. He said the project also covered the vet clinic and Swan Library for school uses. Mr. Genereux stated the process does take longer under MSBA funding and the focal point will be the repairs and modernization of systems. He stated the key is finding the right people to manage the project and the right engineers to correlate that the desire is to modify the current buildings to just be functional.

Mr. Menard asked how the town got to this point and the process of MSBA approval.

Mr. Genereux stated the town wanted the kids on the same campus and the town had previously put in for an MSBA project and town officials toured MSBA officials around the campus to show them the work that has gone in thus far and the work that still needed to be done. He clarified state reps had written letters of support for the project. Mr. Genereux said Leicester is one of 19 towns considered for this.

Mr. Menard asked if Tufts would be interested in the vet clinic after the MSBA project was complete and the building was updated.

Mr. Genereux stated Tufts previously liked the building, but they had some concerns regarding the current state of the buildings because of the new codes. Once the building is complete, the town would attract organizations looking to implement an animal sciences program.

Mr. Antanavica thanked Mr. Genereux for the commentary provided to the school building authority. He also thanked Senator Anne Gobi and representative David LeBeouf and the other state representatives who had expressed interest in the project.

b. Hazard Mitigation Plan Schedule of Tasks

Mr. Genereux stated the managers of the project were about 25 percent done and they would attend the meeting at a future date to discuss further details.

Mr. Antanavica read the plan provided by the Emergency Management Director and the Advisory Board Chair.

c. Vote and sign new HCA agreement – Cultivate Cultivation

Mr. Genereux stated there were two agreements in the packet and they were both re-written under the new owners. He stated the marijuana types are under a reimbursement basis under the Cannabis Control Commission (CCC) for HCA agreements. The CCC ruled they could charge up to 3

percent of expenses incurred related to the facility. Mr. Genereux stated even though the monetary amount is much lower than in prior years, the updated type of agreement is what the CCC was hoping to implement.

d. Vote and sign new HCA agreement – Cultivate Leicester

Ms. Provencher made a motion to allow the Town Administrator to sign both agreements. Seconded by Mr. Menard. Motion passes 3-0-0

e. Set Special Town Meeting date (Feb 6, 2024)

Passed over.

f. Vote Inclusion of warrant articles

Passed over.

g. Close the Special Town Meeting warrant

Passed over.

h. Donation Acceptance – Police Department

Mr. Genereux discussed the donation for \$1000 dollars from Hot Dog Annie's.

Mr. Provencher made the motion to approve. Seconded by Mr. Menard. Motion passes 3-0-0.

i. Declaration of Surplus Property:

- Dorm Refrigerators
- 2005 Chevrolet Ambulance
- 2014 Ford Explorer (Fire Department)
- Contents of South Main Street garage building

Items to be listed via Auctions International

Mr. Genereux stated there was a meeting with Auctions International and would like the board to consider including the listed items. He stated an extra vehicle might be donated to the school for the vocational program as opposed to selling it as auction.

Ms. Provencher made the motion to approve the declaration of surplus properties. Seconded by Mr. Menard. Motion passes 3-0-0.

j. License Renewals
Auto Body

Ms. Provencher made the motion to approve the renewals. Seconded by Mr. Menard. Motion passes 3-0-0.

Motor Vehicle Repair

Ms. Provencher made the motion to approve the renewals. Seconded by Mr. Menard. Motion passes 3-0-0.

Class II

Ms. Provencher made the motion to approve the renewals. Seconded by Mr. Menard. Motion passes 3-0-0.

Liquor

Ms. Provencher made the motion to approve the renewals. Seconded by Mr. Menard. Motion passes 3-0-0.

5. EXECUTIVE SESSION

- a. To consider the purchase, exchange, lease or value of real property pursuant to M.G.L. c. 30A, §21(a)(6) if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body – 963 Main Street

The Board will NOT reconvene in open session after the executive session.

Mr. Antanavica stated they would not have executive sessions. Mr. Genereux stated there are no updates.

Motion to adjourn made by Ms. Provencher at 6:48. Seconded by Mr. Menard.

ADJOURN