



PUBLIC NOTICE POSTING REQUEST OFFICE OF THE LEICESTER TOWN CLERK

ORGANIZATION: Select Board & Finance Advisory Board

MEETING: X

PUBLIC HEARING:

DATE: April 27, 2020

TIME: 6:30pm

LOCATION: Virtual Meeting – See Instructions Below

REQUESTED BY: Kristen L. Forsberg

*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. 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***

Join meeting from your computer, tablet or smartphone

<https://global.gotomeeting.com/join/785042165>

Dial in using your phone

United States: [+1 \(872\) 240-3212](tel:+18722403212) **Access Code:** 785-042-165

1. SCHEDULED ITEMS

- a. 6:30pm – Pole Hearings – Washburn Square & Stafford Street

2. PUBLIC COMMENT PERIOD

3. REPORTS & ANNOUNCEMENTS

- a. Student Liaison Reports
- b. Select Board Reports
- c. [Town Administrator Report](#)

4. RESIGNATIONS & APPOINTMENTS

5. OTHER BUSINESS

- a. [Vote to Set Town Election Hours and Approve Election Workers](#)
- b. [FY21 Budget and Annual Town Meeting Warrant Discussion and/or Votes](#)
- c. Board and Committee Meeting Minutes Discussion
- d. [Reserve Fund Transfer Request – Veterans Services - \\$28,000](#)
- e. [Proclamation – Children’s Mental Health Week – May 3rd-9th, 2020](#)
- f. [FY20 Green Communities Grant Application](#)
- g. [FY20 Green Communities MOU between the Town and Central Mass Regional Planning Commission](#)

6. MINUTES

- a. [April 6, 2020](#)
- b. [April 13, 2020](#)

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

- a. Exceptions 3 & 7 – To discuss strategy with respect to pending litigation pursuant to G.L. c. 30A, §21(a) (3) and (7) and *Suffolk Construction v. DCAMM*, 449 Mass. 444 (2007) – Fire Station Retention Ponds

Town of Leicester

Board of Selectmen Procedure

Public Hearings

1. The Chairperson will read the agenda item and state the time of the public hearing out loud. A public hearing can be held either at the time listed in the published notice (newspaper advertisement) or any time thereafter during the meeting which it is scheduled. The public hearing cannot be held prior to the scheduled time in the published notice.
2. The published public hearing notice shall be read outloud.
3. A Board member shall make a motion to open the public hearing.
4. The motion must be seconded.
5. The applicant shall present their request.
6. Comments from the public (including the applicant or subject of the hearing) will be heard and the Board may ask any questions they deem necessary.
7. Once all comments are heard, a Board member will make a motion to go out of the public hearing.
8. The motion must be seconded.
9. The Board will then have the opportunity to comment and ask additional questions of the applicant/subject of the hearing after the public hearing has closed.
10. A Board member could then offer a motion to approve the request.



April 9, 2020

Town of Leicester

To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID and VERIZON, covering joint NATIONAL GRID-VERIZON pole location(s)

If you have any questions regarding this permit please contact:

Please notify National Grid's Vincent LoGuidice of the hearing date / time.

If this petition meets with your approval, please return an executed copy to each of the above named Companies.

National Grid Contact: Vincent LoGuidice; 1101 Turnpike Street; North Andover, MA 01845. Phone 978-725-1392.

Very truly yours,

A handwritten signature in cursive script that reads "Pat Cody".

Patrick Cody
Supervisor, Distribution Design

Enclosures

Questions contact – Steve Silva 508-860-6056

PETITION FOR JOINT OR IDENTICAL POLE LOCATIONS

North Andover, Massachusetts

To the Board of Selectmen
Of Leicester, Massachusetts

Massachusetts Electric Company d/b/a National Grid and Verizon New England, Inc requests permission to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:

Washburn Sq - National Grid to install 2 JO Poles and remove 1 JO Poles on Washburn Sq beginning at a point approximately 205 feet north of the centerline of the intersection of Main St and Washburn Sq and continuing approximately 30 feet in a northwest direction. Installing 2 new poles on Washburn Sq to take the place of Pole 3. Pole 3 to be removed for road widening.

Location approximately as shown on plan attached

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to erect and maintain poles and wires, together with such sustaining and protecting fixtures as it may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked – Washburn Sq - Leicester - Massachusetts

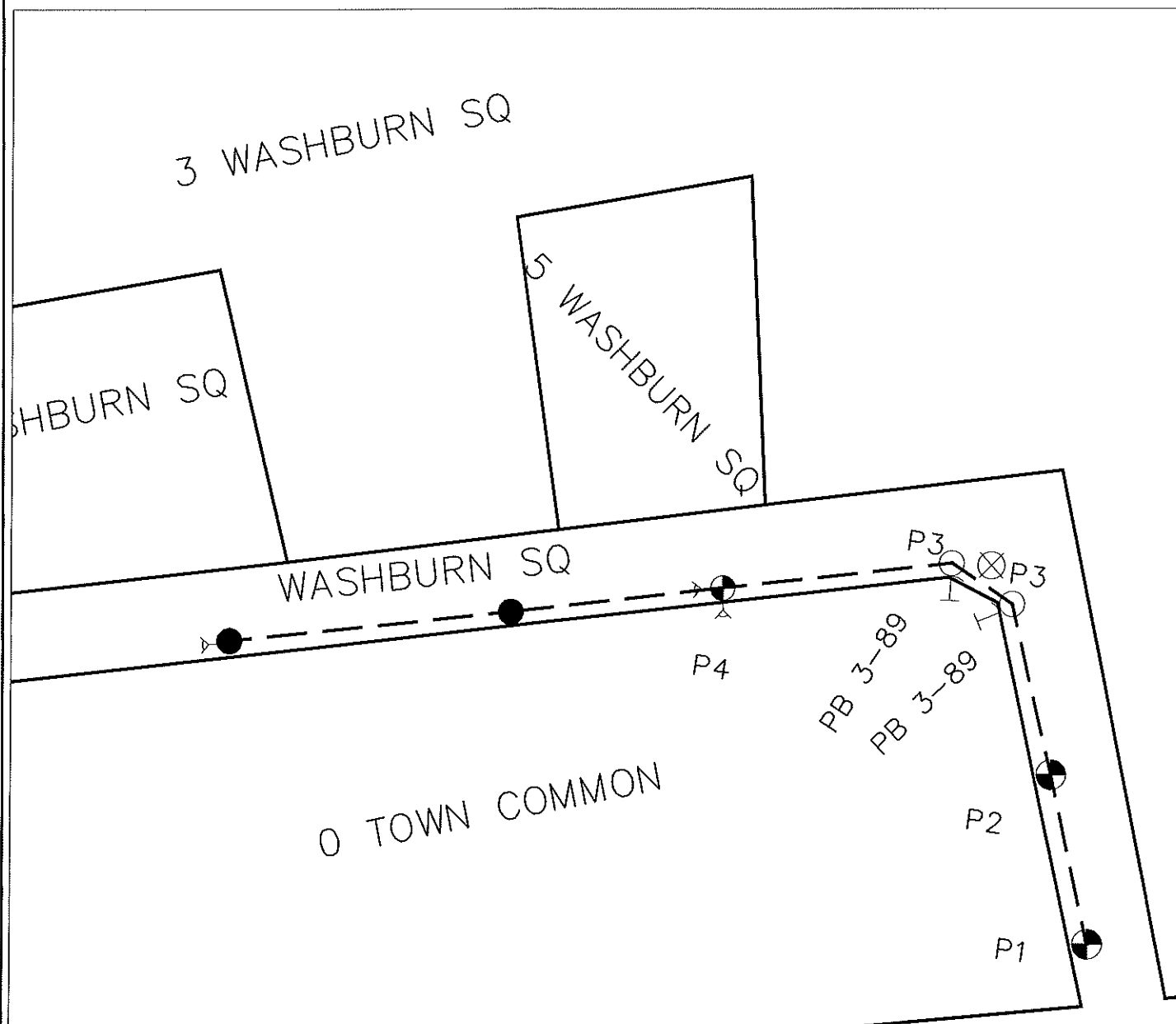
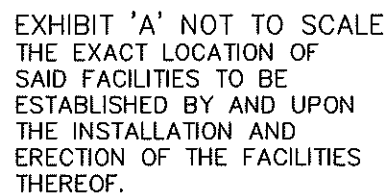
No. 29047701 April 9, 2020

Also for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

Your petitioner agrees to reserve space for one cross-arm at a suitable point on each of said poles for the fire, police, telephone, and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

Massachusetts Electric Company d/b/a National Grid
BY *Pat Cody*
Engineering Department

VERIZON NEW ENGLAND, INC.
BY _____
Manager / Right of Way



LEGEND				WASHBURN SQ		Date: 1/22/2020	
— —	OH CONDUCTORS	⋈	ANCHOR/GUY	PETITION		Designer: J. SILVA	
⊕	JOINTLY OWNED POLE	⋈	PROPOSED PUSHBRACE	3 WASHBURN SQ	LEICESTER, MA	W/R: 29047701	
○	PROPOSED JO POLE	⊗	JO POLE TO BE REMOVED	SKETCH TO ACCOMPANY EASEMENT:		nationalgrid	
●	EXISTING NGRID POLE			REMOVE P3 INSTALL 2 NEW POLE APPRX 16' WEST AND SOUTH OF EXISTING P3 FOR ROAD WIDENING			

N G E I P

ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS

To the Board of Selectmen - Leicester, Massachusetts

Notice having been given and public hearing held, as provided by law,
IT IS HEREBY ORDERED: that Massachusetts Electric Company d/b/a National Grid and VERIZON NEW ENGLAND INC. (formerly known as NEW ENGLAND TELEPHONE AND TELEGRAPH COMPANY) be and they are hereby granted joint or identical locations for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Companies dated the 20th day of February, 2020.

All construction under this order shall be in accordance with the following conditions:

Poles shall be of sound timber, and reasonable straight, and shall be set substantially at the points indicated upon the plan marked – Washburn Sq - Leicester - Massachusetts.

No. 29047701 Dated April 9, 2020. Filed with this order

There may be attached to said poles by Massachusetts Electric Company d/b/a National Grid and Verizon New England Inc. such wires, cables, and fixtures as needed in their business and all of said wires and cables shall be placed at a height of not less than twenty (20) feet from the ground.

The following are the public ways or part of ways along which the poles above referred to may be erected, and the number of poles which may be erected thereon under this order:

Washburn Sq - National Grid to install 2 JO Poles and remove 1 JO Poles on Washburn Sq beginning at a point approximately 205 feet north of the centerline of the intersection of Main St and Washburn Sq and continuing approximately 30 feet in a northwest direction. Installing 2 new poles on Washburn Sq to take the place of Pole 3. Pole 3 to be removed for road widening.

Also for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

I hereby certify that the foregoing order was adopted at a meeting of the
of the City/Town of _____, Massachusetts held on the _____ day of _____ 20__.

Massachusetts

City/Town Clerk.
20__

Received and entered in the records of location orders of the City/Town of
Book _____ Page _____

Attest:

City/Town Clerk

I hereby certify that on 20 , at o'clock, M
at a public hearing was held on the petition of
Massachusetts Electric Company d/b/a National Grid and VERIZON NEW ENGLAND, INC.

for permission to erect the poles, wires, and fixtures described in the order herewith recorded, and
that we mailed at least seven days before said hearing a written notice of the time and place of said
hearing to each of the owners of real estate (as determined by the last preceding assessment for
taxation) along the ways or parts of ways upon which the Company is permitted to erect
poles, wires, and fixtures under said order. And that thereupon said order was duly adopted.

City/Town Clerk.

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Board or Council of Town or City, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of the location order and certificate of
hearing with notice adopted by the of the City of
Massachusetts, on the day of 20 , and recorded with the
records of location orders of the said City, Book , Page . This certified copy
is made under the provisions of Chapter 166 of General Laws and any additions thereto or
amendments thereof.

Attest:
City/Town Clerk

Leicester

ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS

To the Board of Selectmen - Leicester, Massachusetts

Notice having been given and public hearing held, as provided by law,
IT IS HEREBY ORDERED: that Massachusetts Electric Company d/b/a National Grid and VERIZON NEW ENGLAND INC. (formerly known as NEW ENGLAND TELEPHONE AND TELEGRAPH COMPANY) be and they are hereby granted joint or identical locations for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Companies dated the 20th day of February, 2020.

All construction under this order shall be in accordance with the following conditions:

Poles shall be of sound timber, and reasonable straight, and shall be set substantially at the points indicated upon the plan marked – Washburn Sq - Leicester - Massachusetts.

No. 29047701 Dated April 9, 2020. Filed with this order

There may be attached to said poles by Massachusetts Electric Company d/b/a National Grid and Verizon New England Inc. such wires, cables, and fixtures as needed in their business and all of said wires and cables shall be placed at a height of not less than twenty (20) feet from the ground.

The following are the public ways or part of ways along which the poles above referred to may be erected, and the number of poles which may be erected thereon under this order:

Washburn Sq - National Grid to install 2 JO Poles and remove 1 JO Poles on Washburn Sq beginning at a point approximately 205 feet north of the centerline of the intersection of Main St and Washburn Sq and continuing approximately 30 feet in a northwest direction. Installing 2 new poles on Washburn Sq to take the place of Pole 3. Pole 3 to be removed for road widening.

Also for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

I hereby certify that the foregoing order was adopted at a meeting of the
of the City/Town of _____, Massachusetts held on the _____ day of _____ 20__.

Massachusetts

City/Town Clerk.
20__

Received and entered in the records of location orders of the City/Town of
Book _____ Page _____

Attest:

City/Town Clerk

I hereby certify that on _____ 20____, at _____ o'clock, M
at _____ a public hearing was held on the petition of
Massachusetts Electric Company d/b/a National Grid and VERIZON NEW ENGLAND, INC.

for permission to erect the poles, wires, and fixtures described in the order herewith recorded, and
that we mailed at least seven days before said hearing a written notice of the time and place of said
hearing to each of the owners of real estate (as determined by the last preceding assessment for
taxation) along the ways or parts of ways upon which the Company is permitted to erect
poles, wires, and fixtures under said order. And that thereupon said order was duly adopted.

City/Town Clerk.

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Board or Council of Town or City, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of the location order and certificate of
hearing with notice adopted by the _____ of the City of _____
Massachusetts, on the _____ day of _____ 20____, and recorded with the
records of location orders of the said City, Book _____, Page _____. This certified copy
is made under the provisions of Chapter 166 of General Laws and any additions thereto or
amendments thereof.

Attest:
City/Town Clerk



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

April 9, 2020

Notice of Public Hearing
Ngrid/Verizon Petition for Joint or Identical Pole Locations on Washburn Square
April 27, 2020 at 6:30pm

Dear Abutter:

The Leicester Select Board will consider the enclosed National Grid/Verizon Petition for Joint or Identical Pole Locations at a virtual GoToMeeting public hearing on April 27, 2020. You are receiving this notice because you are an abutter to the proposed location(s).

You are welcome to attend and speak to this matter by connecting electronically to the virtual meeting using the link <https://global.gotomeeting.com/join/785042165> or by calling in to (872) 240-3212 and entering access code 785-042-165.

Comments may be emailed to selectboard@leicesterma.org or mailed our office at the address listed above ***no later than Monday, April 27, 2020 at noon.***

Should you have any questions or concerns, please contact our office at 508-892-7077.

Sincerely,

Kristen L. Forsberg
Assistant to the Town Administrator

Abutters List

ParcelID	Location		Owner	Co-Owner	Mailing Address	City	State	Zip
20 A1 0	7 13 WASHBURN SQ	1	BECKER COLLEGE-LEIC CAMPUS	MARSH HALL	3 PAXTON STREET	LEICESTER	MA	01524
20A B12 0	1 WASHBURN SQ		LEICESTER FED CHURCH		PO BOX 122	LEICESTER	MA	01524
20A B13 0	3 WASHBURN SQ	2	TOWN OF LEICESTER	TOWN HALL	3 WASHBURN SQUARE	LEICESTER	MA	01524
20A B14 0	5 WASHBURN SQ		UNITARIAN CHURCH		WASHBURN SQ	LEICESTER	MA	01524
20C A10 0	1003 MAIN ST	3 4 5	BECKER COLLEGE	LEICESTER CAMPUS	WASHBURN SQ	LEICESTER	MA	01524
20C A11 0	997 MAIN ST		BECKER COLLEGE	LEICESTER CAMPUS	WASHBURN SQ	LEICESTER	MA	01524
20C A12 0	993 MAIN ST		BECKER COLLEGE	LEICESTER CAMPUS	WASHBURN SQ	LEICESTER	MA	01524
20C A13 0	981 MAIN ST		BECKER COLLEGE		61 SEVER STREET	WORCESTER	MA	01609
20C A4 0	1029 MAIN ST		ARSENAULT RICHARD J	ARSENAULT ERIKA	1029 MAIN STREET	LEICESTER	MA	01524
20C A5 0	1025 MAIN ST		WASHBURN MANAGEMENT INC		1025 MAIN STREET	LEICESTER	MA	01524
20C A6 0	1019 MAIN ST		WASHBURN MANAGEMENT INC		1025 MAIN STREET	LEICESTER	MA	01524

End of Report



April 8, 2020

Town of Leicester

To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID, covering NATIONAL GRID pole location(s)

If you have any questions regarding this permit please contact:

Please notify National Grid's Vincent LoGuidice of the hearing date / time.

If this petition meets with your approval, please return an executed copy to:

National Grid Contact Vincent LoGuidice; 1101 Turnpike Street; North Andover, MA 01845

Phone number 978-725-1392.

Very truly yours,

A handwritten signature in cursive script that reads "Pat Cody".

Patrick Cody
Supervisor, Distribution Design

Enclosures

Questions contact – Steven Soucy 508-860-6394

PETITION FOR POLE AND WIRE LOCATIONS

North Andover, Massachusetts

To the Board of Selectmen
Of Leicester, Massachusetts

Massachusetts Electric Company d/b/a National Grid requests permission to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:

Stafford Street - National Grid to install 1 SO Pole on Stafford Street beginning at a point approximately 547' feet northeast of the centerline of the intersection of Henshaw St and Stafford St and continuing approximately 65 feet in an eastern direction. National Grid to install pole 96-1 with anchor approximately 65 feet in an eastern/slightly southeastern direction in the public way, and alongside the driveway to 909 Stafford St, in order to service a new home on that property.

Location approximately as shown on plan attached

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to erect and maintain poles and wires, together with such sustaining and protecting fixtures as it may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked – Stafford St - Leicester – Massachusetts.

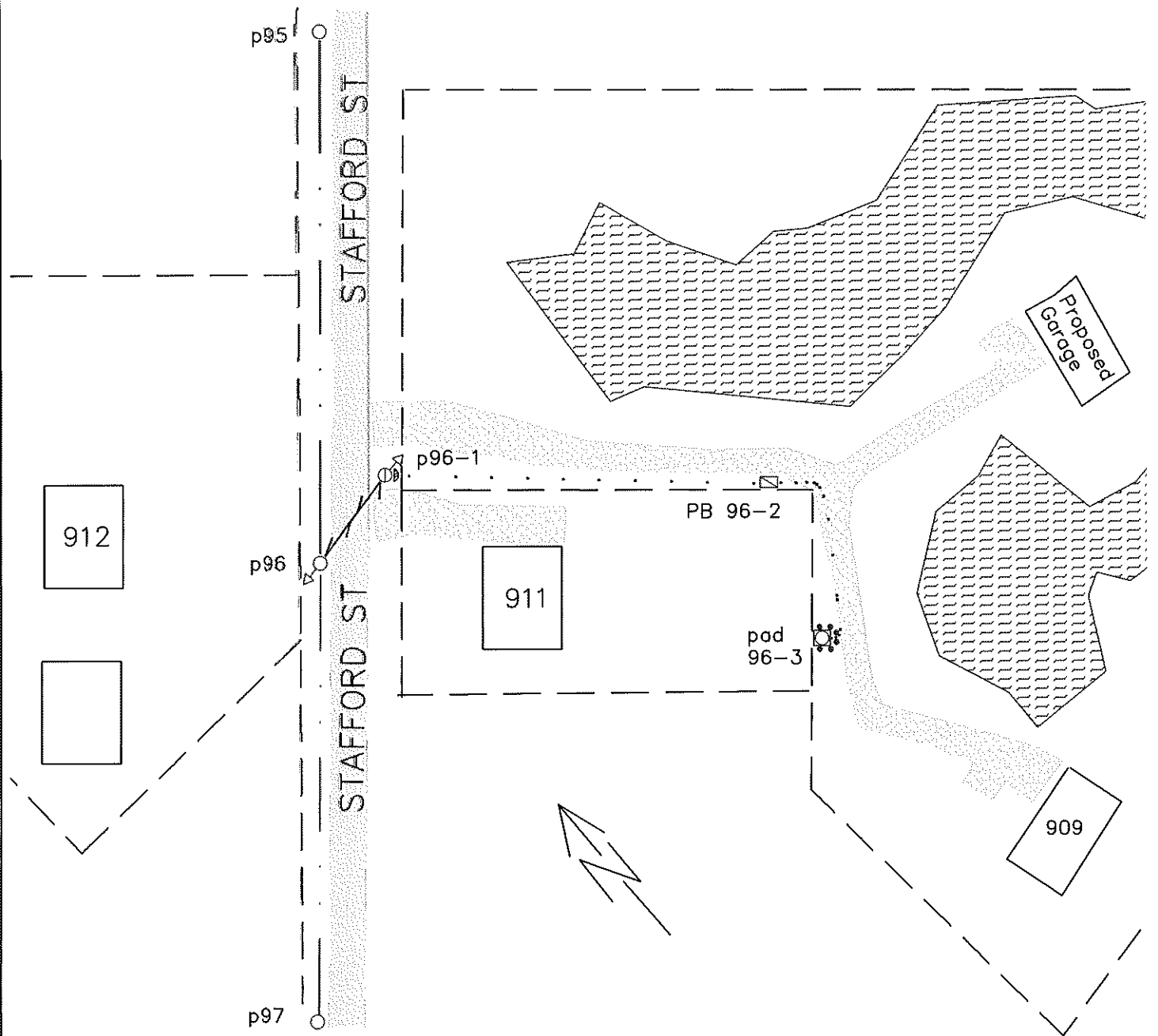
No.# 29606971 April 8, 2020

Also for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

Your petitioner agrees to reserve space for one cross-arm at a suitable point on each of said poles for the fire, police, telephone, and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

Massachusetts Electric Company d/b/a National Grid
BY Pat Cody
Engineering Department

Exhibit "A" Not Drawn To Scale.



LEGEND

○ EXISTING JOINTLY OWNED POLE	--- LOT LINE, R.O.W. BOUNDARIES
◁ EXISTING JO ANCHOR & GUY	UG RISER & SPARE SWEEP
⊙ PROPOSED JO POLE PROPOSED UG WIRES
◁ PROPOSED JO ANCHOR & GUY	--- PROPOSED OVERHEAD WIRES
▭ UNDERGROUND PULL BOX	--- STREET PAVEMENT
⊙ UG TRANSFORMER & PAD	--- EXISTING OVERHEAD WIRES
▭ BUILDING	--- DRIVEWAY
▨ WETLANDS	⊙ BOLLARDS

Petition Sketch To Install Pole 96-1 With Anchor & Guy, & OH Wires In Town ROW In Front Of 909 Stafford St, Leicester, MA

Date: 04/07/2020

Designer: S.W. Soucy

Work Request:

Work Req# 29606971

nationalgrid

116RFD

ORDER FOR POLE AND WIRE LOCATIONS

In the Town of Leicester, Massachusetts

Notice having been given and public hearing held, as provided by law,
IT IS HEREBY ORDERED:

that Massachusetts Electric Company d/b/a National Grid and be and it is hereby granted a location for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Company may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Company dated the 8th day of April, 2020.

All construction under this order shall be in accordance with the following conditions:

Poles shall be of sound timber, and reasonable straight, and shall be set substantially at the points indicated upon the plan marked – Stafford St - Leicester – Massachusetts

No.# 29606971 Dated: April 8, 2020. Filed with this order

There may be attached to said poles such wires, cables, and fixtures as needed in their business and all of said wires and cables shall be placed at a height of not less than twenty (20) feet from the ground.

The following are the public ways or part of ways along which the poles above referred to may be erected, and the number of poles which may be erected thereon under this order:

Stafford Street - National Grid to install 1 SO Pole on Stafford Street beginning at a point approximately 547' feet northeast of the centerline of the intersection of Henshaw St and Stafford St and continuing approximately 65 feet in an eastern direction. National Grid to install pole 96-1 with anchor approximately 65 feet in an eastern/slightly southeastern direction in the public way, and alongside the driveway to 909 Stafford St, in order to service a new home on that property.

I hereby certify that the foregoing order was adopted at a meeting of the City Council of the
City/Town of _____, Massachusetts held on the _____ day of _____ 20__.

Massachusetts

City/Town Clerk.
20__

Received and entered in the records of location orders of the City/Town of _____
Book _____ Page _____

Attest:
City/Town Clerk

I hereby certify that on _____, 20____, at _____ o'clock, M
at _____ a public hearing was held on the petition of

Massachusetts Electric Company d/b/a National Grid

for permission to erect the poles, wires, and fixtures described in the order herewith recorded, and that we mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Company is permitted to erect poles, wires, and fixtures under said order. And that thereupon said order was duly adopted.

City/Town Clerk.

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Board or Council of Town or City, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of the location order and certificate of hearing with notice adopted by the _____ of the City of _____ Massachusetts, on the _____ day of _____, 20____, and recorded with the records of location orders of the said City, Book _____, Page _____. This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof

Attest:
City/Town Clerk

Leicester

ORDER FOR POLE AND WIRE LOCATIONS

In the Town of Leicester, Massachusetts

Notice having been given and public hearing held, as provided by law,
IT IS HEREBY ORDERED:

that Massachusetts Electric Company d/b/a National Grid and be and it is hereby granted a location for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Company may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Company dated the 8th day of April, 2020.

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I hereby certify that the foregoing order was adopted at a meeting of the City Council of the
City/Town of _____, Massachusetts held on the _____ day of _____ 20__.

Massachusetts

City/Town Clerk.
20__.

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Book _____ Page _____

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City/Town Clerk

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at _____ a public hearing was held on the petition of

Massachusetts Electric Company d/b/a National Grid

for permission to erect the poles, wires, and fixtures described in the order herewith recorded, and
that we mailed at least seven days before said hearing a written notice of the time and place of said
hearing to each of the owners of real estate (as determined by the last preceding assessment for
taxation) along the ways or parts of ways upon which the Company is permitted to erect
poles, wires, and fixtures under said order. And that thereupon said order was duly adopted.

City/Town Clerk.

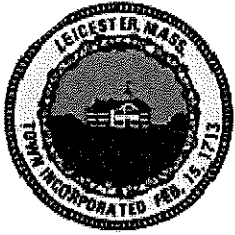
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Board or Council of Town or City, Massachusetts

CERTIFICATE

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Massachusetts, on the _____ day of _____, 20____, and recorded with the
records of location orders of the said City, Book _____, Page _____. This certified copy
is made under the provisions of Chapter 166 of General Laws and any additions thereto or
amendments thereof

Attest:
City/Town Clerk



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

April 9, 2020

Notice of Public Hearing
Ngrid Petition for Pole and Wire Locations on Stafford Street
April 27, 2020 at 6:30pm

Dear Abutter:

The Leicester Select Board will consider the enclosed National Grid Petition for Pole and Wire Locations on Stafford Street at a virtual GoToMeeting public hearing on April 27, 2020. You are receiving this notice because you are an abutter to the proposed location(s).

You are welcome to attend and speak to this matter by connecting electronically to the virtual meeting using the link <https://global.gotomeeting.com/join/785042165> or by calling in to (872) 240-3212 and entering access code 785-042-165.

Comments may be emailed to selectboard@leicesterma.org or mailed our office at the address listed above ***no later than Monday, April 27, 2020 at noon.***

Should you have any questions or concerns, please contact our office at 508-892-7077.

Sincerely,

Kristen L. Forsberg
Assistant to the Town Administrator

04/09/2020

Town of Leicester

Page 1 of 1

11:40:45AM

Abutters List

ParcelID	Location	Owner	Co-Owner	Mailing Address	City	State	Zip
45 A5.1 0	912 STAFFORD ST	OCONNOR FRANCIS W	OCONNOR PAMELA J	912 STAFFORD ST	ROCHDALE	MA	01542
45 A5.2 0	910 STAFFORD ST	CHOQUETTE WAYNE M	CHOQUETTE CHERYL A	910 STAFFORD STREET	ROCHDALE	MA	01542
45 A7 0	581 HENSHAW ST	WIGGINS DAVID		581 HENSHAW ST	ROCHDALE	MA	01542
45 B1 0	885 STAFFORD ST	LARSON EVERETT N	DITOMMASO-LARSON DIANI	885 STAFFORD ST	ROCHDALE	MA	01542
46D F4 0	911 STAFFORD ST	BOIVIN PATRICIA		911 STAFFORD ST	ROCHDALE	MA	01542

End of Report

(5)

Above is a certified list of abutters for new poles in order to service a new home.

Subject property: Stafford Street

Subject owner: National Grid

John Prescott, Principal Assessor

Prepared by: Kathleen Asquith, Assistant

telegram.com

CLASSIFIED

AUTOMOTIVE • REAL ESTATE • EMPLOYMENT • MARKETPLACE

100 Front Street • 8th Floor • OPEN 8:30am - 5:00pm • EMAIL: classifieds@gatehousemedia.com

DEADLINE Daily 5:00pm on the day before publication • Sunday & Monday 5:00pm Friday | DISPLAY ADS Daily 1 writing day before publication • Sunday & Monday: 8:00am Thursday



YOUR AD.
YOUR WAY.
YOUR TIME.
24 HOURS - 7 DAYS A WEEK

888-254-3466 telegram.com/classifieds



General Auto

MOTORCYCLES

Wanted 2017 Honda 1 Owner 2017 Honda
C1000 motorcycle only no interest in
West Coast. 1500.00. 1500.00. 1500.00.
West Coast. 1500.00. 1500.00. 1500.00.

WANTED AUTOS

Wanted 2017 Honda 1 Owner 2017 Honda
C1000 motorcycle only no interest in
West Coast. 1500.00. 1500.00. 1500.00.
West Coast. 1500.00. 1500.00. 1500.00.

Autos By Make

CADILLAC

Wanted 2017 Honda 1 Owner 2017 Honda
C1000 motorcycle only no interest in
West Coast. 1500.00. 1500.00. 1500.00.
West Coast. 1500.00. 1500.00. 1500.00.

HYUNDAI

Wanted 2017 Honda 1 Owner 2017 Honda
C1000 motorcycle only no interest in
West Coast. 1500.00. 1500.00. 1500.00.
West Coast. 1500.00. 1500.00. 1500.00.

TOYOTA

Wanted 2017 Honda 1 Owner 2017 Honda
C1000 motorcycle only no interest in
West Coast. 1500.00. 1500.00. 1500.00.
West Coast. 1500.00. 1500.00. 1500.00.

Recreational Vehicles

Wanted 2017 Honda 1 Owner 2017 Honda
C1000 motorcycle only no interest in
West Coast. 1500.00. 1500.00. 1500.00.
West Coast. 1500.00. 1500.00. 1500.00.

RV/MOTORHOMES

Wanted 2017 Honda 1 Owner 2017 Honda
C1000 motorcycle only no interest in
West Coast. 1500.00. 1500.00. 1500.00.
West Coast. 1500.00. 1500.00. 1500.00.

GENERAL

Wanted 2017 Honda 1 Owner 2017 Honda
C1000 motorcycle only no interest in
West Coast. 1500.00. 1500.00. 1500.00.
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HEALTHCARE

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HIGH TECH

Wanted 2017 Honda 1 Owner 2017 Honda
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Real Estate For Sale

Wanted 2017 Honda 1 Owner 2017 Honda
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HOUSES FOR SALE

Wanted 2017 Honda 1 Owner 2017 Honda
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CHIMNEY CLEANING

Wanted 2017 Honda 1 Owner 2017 Honda
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WANTED

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Real Estate Services

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REAL ESTATE SERVICES

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by Brad Anderson

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“Airing things out?”

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Real Estate

APARTMENTS

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Worchester, Center Hill Apts

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Wor. Greenleaf Ave 1st Floor

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HOMES FOR RENT

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ROOMS FOR RENT

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LEGAL NOTICES

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THE LIFESTYLE MAGAZINE OF

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CROSSWORD

ACROSS
1 Texas spread
6 Ruined-out
ships
11 Era of the
14 Greek market
15 Inbox contents
16 Mont. neighbor
17 Unicorn
18 Didn't vote
20 Trim a dolly
21 Tree trunk
22 Nearby
24 Parks feature
26 Vaguely
28 Clothing
32 Sand mandala
builder
33 Hilarious
people
34 — 600
38 Tinned meat
40 Every
41 Liberties
42 What — you
doing?
43 Red vegetable
45 Wayfarer's
refuge
46 Pound fraction
48 Lary
50 Crowning
62 Lumber
63 sources
66 Jet engine
noise
67 Fencing needs
68 Zoo attraction
69 Get noisy
63 Peak
68 FBI neighbor
69 Isenberg part
69 Jaw's milieu
70 Consolidate
71 Fony
72 Peak
73 Port near Hong
Kong

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1 Flat foot
2 Water, in Baja
3 Top of the
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4 — Magnon
5 Ports
6 Recover
7 Brown pigment
8 — Cruces, N.M.
9 Hobby shop
10 Zigzag course
11 — when?
12 Flawless
13 Inaccuracy
14 Minute amounts
22 Pindar for
25 Fiber-rich grain
27 Of greatest
28 While — of
29 Gracioso horse
30 Pier foundation
31 Big name in
small trains

PREVIOUS PUZZLE SOLVED

ANIES	DIVA	DOTS
MARCH	NOIR	ERIC
OPERA	AUNT	NADA
RESUME	SCIMITAR	
LEAMON	ENS	
PLATO	GRASS	ELF
NIPS	GRIDS	ALAI
STN	MOYAL	MOBIL
NIP	ISOLATE	
LEAGUE	BAT	
VERTER	MISERS	
ARAT	LOBE	OWLEY
LOSE	IDES	NAIVE
EYED	CIDE	SPASM

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WONDERWORD

HOW TO PLAY: All the words listed below appear in the puzzle — horizontally, vertically, diagonally and even backward. Find them, circle each letter of the word and strike it out of the list. The leftover letters spell the WONDERWORD.

COOL SCULPTING

Solution: 6 letters

ER L R E S U L T S T O N E
S L O A D L S T D T E S O R R
L E I T O E H E R U I G T E O
A E G M A G B A L D E L D F
C L I N I C I A N Y G L A U E
I U T E A N I C H A R T T Y C B
G D W R E H A L A G T S E E
R E N D E O C T P N I E R S X
U H B E A D S E P A H S E
S C O S M E T I C S A C T L R
N S D S I O T M S E E N K D C
O D Y L A D S E S S I O N I
N A P S P A S B F N A R E A S
S P M U L R F F A S T E R H E
A P P R O V E D S E U S S I T

4/14
Abdomen, Applicator, Applied, Approved, Arees, Beds, Before, Body, Changes, Clinician, Cornelio, Diet, Eliminates, Exercises, Fasting, Fats, Gals, Goni, Handles, Inches, Knees, Layers, Legs, Lumps, Non-surgical, Pads, Patient, Reduce, Results, Sals, Schedule, Session, Shapes, Spas, Study, Styles, Target, Thigh, Time, Tissues, Tons, Trained, Treatments, Weight Yesterday's Answer Universal



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

April 23, 2020

To: Select Board
From: David Genereux, Town Administrator
RE: Town Administrator's report

The following is a report on the general activities of the Town Administrator through April 23, 2020

Citizen issues: Topics discussed with various citizens.

- ☐ I was contacted by an individual who has made specific requests regarding the Fire Station project. I have forwarded the request to Counsel.

Meetings:

- ☐ Met with members of the Recycling Committee regard center operations.
- ☐ Had many different meetings online due to the COVID-19 pandemic.
- ☐ Had an online meeting with Department Heads to apprise them of the FY 21 budget situation.

Activities:

- ☐ Had a discussion with Mass DOT concerning the Route 9 Resurfacing project. I was informed that it will be starting in two weeks, with temporary markers being removed and permanent lines being installed. They will also address the concerns that we have brought to them, including the driveway aprons, the connectors to side roads, and the drainage issues.
- ☐ Worked with Luke Boucher regarding revisions to the Warren Avenue issue.
- ☐ The RFP for the Water/Sewer study is out. Thus far, I have had 30 requests for the project manual
- ☐ The Waite Pond Dam RFP has also been released. We have had had 24 requests for that project manual
- ☐ 9 firms have requested the project manual for the town hall egress IFB.
- ☐ Spent a lot of time working on the Version 4 of the FY 21 Town Budget, which is being lowered to reflect lowered local receipts and state aid due to the COVID-19 crisis.
- ☐ Also reworked the Town Meeting warrant, eliminating spending of free cash in order to preserve liquidity.
- ☐ Worked on a \$15,000 grant through the Leicester Savings Bank program, on behalf of Towtaid Park.
- ☐ Worked on a records request for meeting minutes.
- ☐ Commenced work on department head's expiring contracts, as well as contracts for the two positions on the newly constituted Step 4 of the salary survey.
- ☐ Postponed the sergeant's assessment in wake of the COVID-19 crisis.

Please feel free to contact me with any questions or concerns.

ELECTION WORKERS

Date:

Name	Mailing Address
Asquith, Kathy	50 Redfiled Rd, Cherry Valley, MA 01611
Bergin, Judy	PO BOX 145, Rochdale MA 01542
Berthiaume, Judy	16 Parker St, Rochdale MA 01542
Bisson, Roberta	1629 Main St, Leicester, MA 01524
Bulman, Susan	85 River St, Rochdale, MA 01542
Cherry, Ernestine	471 Pine St, Leicester, MA 01524
Colby, Linda	595 Whittemore St, Leicester, MA 01524
Dowgielewicz, Ruth	4 Tanglewood Rd, Leicester, MA 01524
Eichholz, Mary	13 Breezy Green Rd, Leicester, MA 01524
Frazier, Amy	1 Underwood St, #2 Worc 01602
Foley, Elizabeth	425 Stafford St, Cherry Valley, MA 01611
Gaffney, Sheila	16 Reservoir St, Cherry Valley, MA 01611
Grady, Pat	2 Cricklewood Dr, Leicester, MA 01524
Granville, Linda	5 Parker St, Cherry Valley, MA 01611
Hammond, Maryanne	PO Box 228 Rochdale, MA 01542
Hickey, Dorothy	184 Auburn St, Cherry Valley, MA 01611
Israelian-Fleming, Kathy	Box 4, Rochdale, MA 01542
Ivel, Judith	130 Pleasant St, Leicester, MA 01524
Jubenville, Lorraine	11 Michael Ave, Cherry Valley, MA 01611
Jubenville, Richard	11 Michael Ave, Cherry Valley, MA 01611
Lareau, Pauline	11 Craig St, Rochdale, MA 01542
Lawton, Kathy	19 Mayflower Cir, Leicester, MA 01524
Langlois, Lois	10 Cricklewood Dr, Leicester, MA 01524
Massouh, Diane	36 Lake Ave, Leicester, MA 01524
Menzigian, Mary L.	9 Tanglewood Rd, Leicester, MA 01524
Miller, Lisa	481 Whittemore St, Leicester, MA 01524
Nash, Deborah	50 Boyd St, Cherry Valley, MA 01611
Nichols, Rosemary	18 Rawson St, Leicester, MA 01524
O'Day, John	45 Pine St, Leicester, MA 01524
O'Neil, Carole A	4 Mayflower Cir Dr, Leicester, MA 01524
Paradis, Cynthia	2 Billy's Way, Leicester, MA 01524
Parke, Jan	207 Greenville St, Leicester, MA 01524
Pike, Kristen	502 Whittemore St, Leicester, MA 01524
Pingeton, Regina	2 Walbridge Road, Leicester, MA 01524
Pobieglo, Francis	220 Henshaw St, Leicester, MA 01524
Snay, Erica M	77 Bottomly Ave, Cherry Valley, MA 01611
Soojian, Rebecca	1656 Main St, Leicester, MA 01524
Swett, Rita F	44 Franklin St, Leicester, MA 01524
Todd, Jane	79 Pleasant St, 1, Leicester, MA 01524
Varjabedian, Dawn	89 Paxton St, Leicester, MA 01524
Zajac, Constance	39 Crestwood Rd, Leicester, MA 01524



Town of Leicester, Massachusetts

Annual Town Meeting Warrant

Annual Town Meeting – June 2, 2020– 7:00PM

“In the Hands of the Voters”

Meeting location:
Town Hall Gymnasium
3 Washburn Square
Leicester, MA 01524

Version 4 – Published April 27, 2020

Town Rules & Procedures Review

Each Town Meeting is a formal legislative body. As such, we are governed by both Massachusetts General Laws and Chapter Two of Leicester's Town By-Laws. Our proceedings follow "Town Meeting Time, A Handbook of Parliamentary Law", and tradition.

The Town Moderator does not vote, except in cases of a tie vote on the floor.

Town Meetings in Leicester are open only to registered voters.

As members of the town meeting, voters have the right, if they so choose, to present opinions and to ask questions through the moderator in relation to the motion under discussion, and only to the motion under discussion. You have a right to be comfortable with the facts at hand in order to make an informed vote.

A voter wishing to address the meeting through the moderator should approach the microphone and must identify themselves and state their address each time they address the meeting. If it seems that the Moderator is not aware of your desire to speak, please give some signal so that you will be recognized. If you are not able to get to the microphone, please give a signal and a teller or volunteer will bring a microphone to you.

No one may speak to any motion more than twice, except to clarify a point or respond to a question through or from the moderator, and maximum time is ten minutes. Voters must stay on topic with the motion at hand, and personal attacks or slurs of any kind will not be tolerated.

If you have a question as to why something is done in a fashion, feel free to ask. Raise that question or issue with the statement, "Point of Order."

If a member of this meeting wishes to move the question, that motion must be made from the microphone. A motion to move the question will not be accepted from the floor. A motion to move the question simply indicates that at least the individual offering the motion to move the question and person making the second have heard all the debate they feel is needed. A seconded motion to move the question is not a debatable motion. At such time, all debate will cease, and a vote is taken. A 2/3 majority is required for passage. If the motion to move the question passes, we will immediately vote on the motion which was under discussion in the hands of the meeting. If the motion to move the question is defeated, debate on the motion previously under discussion will resume. This procedure is often misunderstood but is allowed and governed under the By-Laws of the Town of Leicester.

Any motion undertaken by Town Meeting in Leicester may be reconsidered, meaning it can be brought up for a vote a second time. The motion to reconsider a motion must be made within one hour of the taking of the original vote on the motion in question. A motion cannot be brought forward for reconsideration more than once.

Any motion made must be within the scope of the articles posted in the warrant and presented to the moderator in writing.

Respectfully,

Donald A. Cherry, Jr. – Town Moderator

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WORCESTER, SS.

To a Constable in the Town of Leicester,

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the Inhabitants of the Town of Leicester qualified to vote in Town Elections and Town Affairs to meet at the Town Hall Gymnasium, 3 Washburn Square, Leicester, MA on Tuesday, the Second day of June, 2020 at 7:00 PM, then and there to act on the following articles, namely:

ARTICLE 1 PRIOR YEARS BILLS

To see if the Town will vote to approve to transfer or appropriate a sum of money to pay unpaid bills from a prior fiscal year or take any action thereon.

PROPOSED MOTION

I move that the Town vote to authorize the appropriation of \$1,474.18 from Free Cash for payment of the following prior year bills:

<u>Vendor</u>	<u>Date of Invoice</u>	<u>Amount</u>	<u>Reason</u>
Ted's of Fayville Inc	10/15/18	\$312.50	Bill mailed to wrong address
Employee benefit	06/30/19	\$1,161.68	Insurance opt out payment which should have been paid in FY 2019

FINANCE ADVISORY BOARD RECOMMENDATION

SELECTBOARD RECOMMENDATION

Favorable Action (5-0-0)

DESCRIPTION

Prior year bills are bills from previous fiscal years that are brought forward for town meeting approval as required by Massachusetts General Laws. These two prior year's bills were recently discovered.

VOTE REQUIRED FOR PASSAGE Requires a 4/5th's vote pursuant to M.G.L. c. 44, § 64.

ARTICLE 2 DEPARTMENT AND/OR WARRANT ARTICLE TRANSFERS -FY2020

To see if the Town will vote to raise and appropriate, transfer from available funds in the Treasury, transfer from other budget accounts, adjust budgets, transfer to/from or adjust existing warrant articles such sums of money as may be necessary to defray expenses and fund various and diverse accounts in the Fiscal Year 2020 operating budget of the Town, any other warrant articles or take any action thereon.

PROPOSED MOTION

I move that the Town vote to transfer the following sums, totaling \$161,820 from and to the accounts listed in the table below.

<u>From:</u>	<u>Amount</u>	<u>To:</u>	<u>Amount</u>
FY 2020 Employee Benefits	\$137,820	FY 2020 Reserve Fund	\$28,000
FY 2020 Leicester Public Schools	\$24,000	FY 2020 Snow and Ice	\$48,578
		FY 2020 Accounting Salaries	\$3,000
		FY 2020 Accounting Wages	\$2,115
		FY 2020 Treasurer/Collector Wages	\$2,119

		FY 2020 Highway Wages	\$24,000
		FY 2020 Town Hall Fuel	\$12,000
		FY 2020 Vocational School Tuition	\$22,008
		Recycling Center Article ATM 05/18 Art 4	\$20,000
Total	\$161,820	Total	\$161,820

FINANCE ADVISORY BOARD RECOMMENDATION

SELECTBOARD RECOMMENDATION

DESCRIPTION

This article would amend the Fiscal Year 2020 (current) operating budget, and selected warrant articles by transferring funds from three current fiscal year accounts that have forecast surpluses to the following accounts:

FY 2020 Reserve Fund: Funding sought due to an increase in veterans claims. Veteran's claims are reimbursed at the rate of 75% by the Commonwealth, but that funding is a general fund revenue. A reserve fund transfer was sought and approved by the Select Board on 04/27/2020 and Finance Advisory on 04/29/20. This transfer will bring the Reserve Fund balance back to \$50,000.

FY 2020 Snow/Ice: This account requires annual adjustment depending on weather events and associated costs.

FY 2020 Accountant Salaries/Wages: The Town has entered into an intermunicipal agreement with the Town of Spencer to share accounting services, effective April 1. These transfers represent the amounts paid to employees for the increased workload for the final quarter of FY2020. The Town is receiving \$7,500 from Spencer for April to June to cover the increased cost.

FY 2020 Treasurer/Collector Wages: Projected shortfall due to payout of vacation time for staffing turnover.

FY 2020 Town Hall Fuel: With the third floor fully operational, there has been additional demand for heat. We also would like fill the tanks at the end of the heating season to lessen the strain on next year's heating budget.

FY 2020 Highway Wages: Funding per agreement with the School Department for three positions to perform winter maintenance and field mowing.

FY 2020 Vocational Tuition: FY2020 article is forecast to be short, based on enrollment and assessment projections.

Recycling Center ATM 5/18 Article 4: Funds needed to assist with covering the cost of operations, and to assist with site maintenance.

VOTE REQUIRED FOR PASSAGE Requires a simple majority vote under M.G.L. c. 40, §5.

ADJUSTED WARRANT ARTICLE – PREVIOUSLY WAS \$80,000 – New Vote

ARTICLE 3 FUNDING IMPROVEMENTS AT TOWN PARKS

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to fund improvements at town parks or take any action thereon.

PROPOSED MOTION

I move the Town transfer \$40,000 from Free Cash to create a fund for improvements at Towtaid Park, the application of said funding to be prioritized by the Leicester Highway Department.

FINANCE ADVISORY BOARD RECOMMENDATION

SELECTBOARD RECOMMENDATION

Favorable Action (5-0-0)

DESCRIPTION

These funds will be used to purchase \$40,000 for playground equipment at Towtaid park that is being supplemented by a \$15,000 Kaboom grant. Total equipment cost is \$55,000.

VOTE REQUIRED FOR PASSAGE Requires a simple majority vote under M.G.L. c. 40, §5.

NEW VOTE NEEDED – Article Increased from \$25,000 to \$50,000

ARTICLE 4 HIGHWAY VEHICLE MAINTENANCE & EQUIPMENT REPAIR

To see if the Town will vote to raise and appropriate, transfer from available funds in the Treasury, transfer from other budget accounts, such sums of money as may be necessary to defray the costs of repair and maintenance of Highway vehicles or take any action thereon.

PROPOSED MOTION

I move the Town establish an FY20 warrant article for highway vehicle and equipment repair to be expended by the Leicester Highway Department funded via transfer from Free Cash in the amount of \$36,113 and transfer from the FY 2020 the Employee Benefits general fund budget appropriation in the amount of \$13,887.

FINANCE ADVISORY BOARD RECOMMENDATION

SELECTBOARD RECOMMENDATION

Favorable Action (5-0-0) – **NEW VOTE NEEDED**

DESCRIPTION

This article seeks funding for \$25,000 for vehicle maintenance of highway Trucks 4 and 10 in order to delay the purchase of new vehicles. This transfer should keep those vehicles on the road for an additional two years.

An additional \$25,000 is being sought to correct a design flaw with Truck 15, a 2016 International dump truck body. The design of the plow attachment has resulted in the truck being damaged while plowing for the past two years. A redesign of the plow controls will eliminate this issue.

VOTE REQUIRED FOR PASSAGE Requires a simple majority vote under M.G.L. c. 40, §5.

NOTE: Articles 5, 6, and 7 are requested because municipal and school budgets have received insufficient funding to repair and maintain buildings and equipment for many years. During FY20, the Fire, Police, and

School departments saw a significant increase in major repairs that were paid out of department operating budgets. Fortunately, the employee benefits line has a forecast surplus that will allow expenses to be reclassified and department budgets to be restored.

ARTICLE 5 FIRE EQUIPMENT MAINTENANCE & REPAIR

To see if the Town will vote to raise and appropriate, transfer from available funds in the Treasury, transfer from other budget accounts, such sums of money as may be necessary to defray the costs of repair of fire apparatus and equipment or take any action thereon.

PROPOSED MOTION

I move the Town establish an FY20 warrant article for fire apparatus and equipment repair to be expended by the Leicester Fire Department funded via transfer from the FY 2020 Employee Benefits general fund budget appropriation in the amount of \$20,911.

FINANCE ADVISORY BOARD RECOMMENDATION

SELECTBOARD RECOMMENDATION

Favorable Action (5-0-0)

DESCRIPTION

These funds will be used to supplement the Fire Department budget for costs incurred that were not anticipated during the year. List as follows:

• Engine 4 Replace internal computer controlling electric throttle pedal	\$4,982.94
• Engine 4 Rebuild pump gear box, tank fill valve and tank to pump valve	\$8,613.14
• Station 2 Troubleshoot boiler and replace failed aquastat on boiler	\$1,047.65
• Station 2 Repair / maintenance of boiler	\$1,434.62
• Station 2 Replace leaking tankless water heater	\$1,730.00
• Station 3 Repair / maintenance of boiler	\$1,802.48
• Station 2 Repair leaking roof	<u>\$1,300.00</u>
Total unanticipated repairs:	\$20,910.83

This funding is needed to sustain the department operating budget through the close of the fiscal year.

VOTE REQUIRED FOR PASSAGE Requires a simple majority vote under M.G.L. c. 40, §5.

ARTICLE 6 POLICE HEADQUARTERS MAINTENANCE & REPAIR

To see if the Town will vote to raise and appropriate, transfer from available funds in the Treasury, transfer from other budget accounts, such sums of money as may be necessary to defray the costs of repair and maintenance of the Police Headquarters or take any action thereon.

PROPOSED MOTION

I move the Town establish an FY20 warrant article for police vehicle and equipment repair to be expended by the Leicester Police Department funded via transfer from the FY 2020 Employee Benefits general fund budget appropriation in the amount of \$34,905.

FINANCE ADVISORY BOARD RECOMMENDATION

SELECTBOARD RECOMMENDATION

Favorable Action (5-0-0)

DESCRIPTION

This Article seeks funding for major unanticipated repairs to the building's furnace and nitrogen generator, as well as needed upgrades to the Police training room. See detail below:

Unanticipated Repairs

- Duct Furnace #2 leaking - \$807.95
- Cooling system repairs - \$4,283.40
- System down – VFD ordered - \$610.15
- Ceiling transducer - \$3,949.79
- Replace VFD - \$2,160
- Thermostat replacement - \$385.56
- New Nitrogen Generator - \$9,100
- Broken sally port garage door - \$882.62
- Repair sinks - \$850
- Lamp/light replacement - \$1,885

Total unanticipated repair cost: \$24,914.47

Upgrade to LPD Training/Community room

- Update the IT technology and equipment necessary to provide for an adequate and updated training facility, which will allow for LPD-hosted training events. This will include updates to the hardware and equipment needed to facilitate modern training programs and community events (i.e. PowerPoint, video streaming, remote login, etc.) - \$9,990

Total cost: \$34,904.47

VOTE REQUIRED FOR PASSAGE Requires a simple majority vote under M.G.L. c. 40, §5.

ARTICLE 7 LEICESTER PUBLIC SCHOOLS – MAINTENANCE & REPAIR

To see if the Town will vote to raise and appropriate, transfer from available funds in the Treasury, transfer from other budget accounts, such sums of money as may be necessary to defray the costs of repair and maintenance at the Leicester Public Schools or take any action thereon.

PROPOSED MOTION

I move the Town establish an FY20 warrant article for school facilities and grounds maintenance and repair to be expended by the Leicester Public School funded via transfer from the FY 2020 Employee Benefits general fund budget appropriation in the amount of \$125,000.

FINANCE ADVISORY BOARD RECOMMENDATION

SELECTBOARD RECOMMENDATION

DESCRIPTION

This Article seeks funding for major unanticipated and unfunded school maintenance items as detailed below:

Fields

- Athletic field maintenance (Aerating, fertilizing, lime, seeding) - \$45,000
- Repair of softball fields (SBC test pit digging) - \$1,500
- Repair of mowers/field equipment for transition to Highway - \$4,000

Middle School

- Air handler/dampener/bearing replacements (Middle School) - \$9,400
- Compressor pump & motor replacement - \$7,300
- Furnace tube repair (Boiler 1) - \$6,750
- Leaking T-valve boiler room replacement - \$5,800
- Boiler blower motor replacement - \$5,460

High School

- Boiler system repairs - \$7,875
- Moving of solar panels for roof repair - \$5,000
- Roof vent drain repair - \$1,165
- Roof seam repair - \$5,000

Note: The High School roof was replaced in 2016, with a two-year warranty on labor. The roof was damaged by improper snow removal. There is now water intrusion into the building, so repairs must be made.

Elementary School

- Repair of UV coils, dampener, replacement of motor (Room 101 – insurance claim denied) - \$2,200
- Repairs to 3-way valve unit - \$13,000

Miscellaneous

- Geneon mist disinfecting sprays and sanitizers - \$2,050
- Additional Cleaning (All schools – Coronavirus) - \$2,000
- Dumpsters for Memorial School cleanout - \$1,500

Total: \$125,000

VOTE REQUIRED FOR PASSAGE Requires a simple majority vote under M.G.L. c. 40, §5.

ARTICLE 8 EMERGENCY MANAGEMENT SUPPLIES AND PERSONAL PROTECTIVE EQUIPMENT

To see if the Town will vote to raise and appropriate, transfer from available funds in the Treasury, transfer from other budget accounts, such sums of money as may be necessary to defray the costs of the purchase of emergency management supplies and equipment for use by Town departments and/or the general public, or associated services required for the safety of employees and the general public including the cleaning of municipal buildings, said funding to be available starting in FY 2020, or take any action thereon.

PROPOSED MOTION

I move the Town establish an FY 2020 warrant article for the purchase of emergency management supplies and equipment for use by Town departments and/or for the general welfare of the public, or associated services required for the safety of employees and the general public, including the cleaning of municipal buildings, to be funded via transfer from Free Cash the amount of \$13,000, and from the FY 2020 Employee Benefits general fund budget appropriation in the amount of \$17,000.

FINANCE ADVISORY BOARD RECOMMENDATION

SELECTBOARD RECOMMENDATION

Favorable Action (5-0-0)

DESCRIPTION

This Article seeks funding for the purchase of supplies, services and/or equipment in the case of pandemic or another emergency. The unfolding situation with the COVID-19 virus demonstrates the need for a reserve of funding to be available, should the Town need to make purchases in an emergency. If approved, we expect to replace expended funds on an annual basis.

VOTE REQUIRED FOR PASSAGE Requires a simple majority vote under M.G.L. c. 40, §5.

ARTICLE 9 LOCAL SHARE – VETERAN’S HERITAGE GRANT

To see if the Town will vote to raise and appropriate, transfer from available funds in the Treasury, transfer from other budget accounts, such sums of money as may be necessary to pay the Town’s local share of a Veteran’s Heritage grant to restore two veteran’s memorials on Main Street in Cherry Valley or take any action thereon.

PROPOSED MOTION

I move the Town establish an FY20 warrant article for the local share of a \$12,700 grant to restore the Lt. James Sugrue and Chester St. Martin Veterans memorials funded via transfer from Free Cash in the amount of \$6,350.

FINANCE ADVISORY BOARD RECOMMENDATION

SELECTBOARD RECOMMENDATION

Favorable Action (5-0-0)

DESCRIPTION

The Town recently obtained a Veteran’s Memorial grant from the State Historical Records Advisory Board, to repair and repoint two memorials for veterans that were killed in action during World War II. The memorials were dedicated on July 30, 1944.

VOTE REQUIRED FOR PASSAGE Requires a simple majority vote under M.G.L. c. 40, §5.

**VOTE REQUIRED – CURRENTLY BUDGETED IN STATE ASSESSMENTS –
RECOMMEND ARTICLE BE REMOVED DUE TO UNCERTAINTY OF FUTURE
REVENUES.**

**ARTICLE 10 PARTICIPATION IN THE CENTRAL MASSACHUSETTS MOSQUITO CONTROL
PROJECT (FY 2021 – FY 2023)**

To see if the Town will vote to participate in the Central Massachusetts Mosquito Control Project (CMMCP), pursuant To Massachusetts General Laws, Chapter 252, Section 5A, and other applicable sections of said law, such participation to be for the next three (3) fiscal years, with a starting cost of \$64,000 per year; and to affirm that the cost for said participation to be funded through state assessment, and/or grant funding or take any other action thereon.

PROPOSED MOTION

I move the Town approve participation in the Central Massachusetts Mosquito Control Program for a period of three years, such authorization to expire on June 30, 2023, unless authorized for an additional period at a future Town Meeting.

FINANCE ADVISORY BOARD RECOMMENDATION

SELECTBOARD RECOMMENDATION

DESCRIPTION

The Central Massachusetts Mosquito Control Project (CMMCP) operates under M.G.L. Chapter 252 (Improvement of Low Land & Swamps) and the State Reclamation and Mosquito Control Board. CMMCP was created by the Massachusetts State Legislature in 1973 and currently consists of 42 cities and towns in Central Massachusetts, from both Worcester and Middlesex Counties, covering over 785 square miles. The annual fee for participation is taken directly from state aid after approval by Town Meeting. **Note: In light of potential shortfalls in state aid for FY 2021, this article should be reviewed.**

VOTE REQUIRED FOR PASSAGE Requires a simple majority vote under M.G.L. c. 40, §5.

VOTE REQUIRED – RECOMMEND ARTICLE BE REMOVED DUE TO UNCERTAINTY OF FUTURE REVENUES.

ARTICLE 11 FY2020 FUNDING – CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT

To see if the Town will vote to raise and appropriate, transfer from available funds in the Treasury, transfer from other budget accounts such sums of money as may be necessary to fund participation in the Central Massachusetts Mosquito Control Project for the remainder of FY 2020, or take any action thereon.

PROPOSED MOTION

I move the Town establish a warrant article for payment of the FY 2020 assessment of the Central Massachusetts Mosquito Control Project funded via from the FY 2020 Employee Benefits general fund budget appropriation in the amount of \$5,000.

FINANCE ADVISORY BOARD RECOMMENDATION

SELECTBOARD RECOMMENDATION

DESCRIPTION

This article is contingent on passage of the Article 10. In order to get effective treatment in for the first season of Town participation in the project, spraying and other control methods must begin prior to FY21. We have a quote from the CMMCP in the amount of \$5,000 for services for May and June. **Note: In light of potential shortfalls in state aid for FY 2021, this article should be reviewed.**

VOTE REQUIRED FOR PASSAGE Requires a simple majority vote under M.G.L. c. 40, §5.

ARTICLE 12 ELECTED OFFICIALS SALARIES

To see what compensation the Town will vote to pay elected officials or take any action thereon.

PROPOSED MOTION

I move the Town vote to set the rate of compensation to pay elected officials for Fiscal Year 2021 as detailed in the May 5, 2020 Spring Annual Town Meeting Warrant.

FISCAL YEAR 2021 ELECTED OFFICIALS PAY RATES	
<u>POSITION</u>	<u>PAY RATE</u>
TOWN CLERK	\$66,798
SELECT BOARD – CHAIR	\$882
SELECT BOARD – MEMBERS (4) each	\$724

SCHOOL COMMITTEE – CHAIRMAN	\$447
SCHOOL COMMITTEE – MEMBERS (4) each	\$197
PLANNING BOARD – CHAIRMAN	\$320
PLANNING BOARD – MEMBERS (4) each	\$276
MODERATOR	\$81
BOARD OF HEALTH – CHAIRMAN	\$320
BOARD OF HEALTH – MEMBERS (2) each	\$276
ASSESSOR – MEMBERS (3) each	\$577
TOTAL ELECTED SALARIES	\$75,919

FINANCE ADVISORY BOARD RECOMMENDATION

SELECTBOARD RECOMMENDATION

Favorable Action (5-0-0)

DESCRIPTION

Compensation for elected officials is set by Town Meeting. The proposed 2021 elected officials pay rate is the same as approved by the voters for fiscal year 2020 except for the Town Clerk, whose salary contains a 2% COLA.

VOTE REQUIRED FOR PASSAGE Requires a simple majority vote per M.G.L. Chapter 41, Section 108.

ARTICLE 13 FY 2021 OPERATING BUDGET

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money as may be necessary to defray the expenses of Town departments and Town accounts for the Fiscal Year beginning July 1, 2020 and ending on June 30, 2021, as listed in the 2020 Spring Annual Town Meeting Warrant or take any action thereon.

PROPOSED MOTION

I move the Town vote to approve the budgets of the several Town departments and Town accounts as printed in the Annual Town Meeting Warrant for the Fiscal Year beginning July 1, 2020, in the aggregate amount of \$29,882,085, and to fund this amount from the following sources:

<i>Transfer from FY 2019 Free Cash</i>	<i>\$216,887</i>
<i>Transfer from Ambulance Receipts Reserved Account:</i>	<i>\$371,192</i>
<i>Transfer from Conservation Commission NOI Account:</i>	<i>\$9,991</i>

And the balance of the funds in the remaining sum of \$29,284,014 shall be raised and appropriated by taxation, state aid, and local receipts:

DEPT #	DEPARTMENT NAME	FY2019 BUDGET	FY2020 BUDGET	FY2021 TOWN ADMIN	\$ CHANGE	% CHANGE
111	LEGAL					
	TOTAL	209,000	209,000	209,000	0	0.00%
114	MODERATOR					
	TOTAL	151	151	151	0	0.00%
122	SELECT BOARD					
	TOTAL	239,870	275,528	258,921	-16,607	-6.03%
130	RESERVE FUND					
	TOTAL	50,000	50,000	50,000	0	0.00%
131	ADVISORY BOARD					
	TOTAL	1,325	1,325	1,325	0	0.00%
135	ACCOUNTANT					
	TOTAL	118,153	122,611	143,619	21,008	17.13%
141	ASSESSORS					
	TOTAL	116,964	121,745	123,911	2,166	1.78%
145	TREASURER COLLECTOR					
	TOTAL	165,867	163,615	166,411	2,796	1.71%
147	TAX TITLE					
	TOTAL	16,000	16,000	0	-16,000	-100%
152	PERSONNEL BD					
	TOTAL	250	250	250	0	0.0%
155	IT DEPARTMENT					
	TOTAL	138,560	155,560	162,060	6,500	4.18%
161	TOWN CLERK					
	TOTAL	104,699	110,491	112,628	2,137	1.93%
162	ELECTIONS & REGISTRATIONS					
	TOTAL	35,600	35,100	40,500	5,400	10.69%
180	DEVELOPMENT & INSPECT. SVCS					
	TOTAL	234,787	241,930	293,332	51,402	21.25%
192	TOWN OWNED BLDG MAINT					
	TOTAL	8,000	68,281	68,281	0	0.00%
197	TOWN HALL BLDG MAINTENANCE					
	TOTAL	63,909	63,909	63,909	0	0.00%
198	TOWN HALL TELEPHONES					
	TOTAL	6,400	6,400	6,400	0	0.00%
199	OTHER – GENERAL GOV					
	TOTAL	49,355	54,155	66,451	12,296	22.71%
210	POLICE DEPT					
	TOTAL	1,963,857	2,034,796	2,033,475	-1,321	-0.06%

DEPT #	DEPARTMENT NAME	FY2019 BUDGET	FY2020 BUDGET	FY2021 TOWN ADMIN	\$ CHANGE	% CHANGE
220	FIRE DEPT					
	TOTAL	305,307	305,307	315,398	10,091	3.31%
231	AMBULANCE					
	TOTAL	440,418	440,372	446,123	5,751	1.31%
232	EMERGENCY MANAGEMENT					
	TOTAL	4,813	4,813	1,000	-3,813	-79.22%
241	CODE DEPT					
	TOTAL	68,879	63,690	62,083	-1,607	-2.52%
292	ANIMAL CONTROL					
	TOTAL	33,552	33,552	33,934	382	1.14%
296	INSECT PEST CONTROL					
	TOTAL	7,850	7,850	7,850	0	0.00%
310	SCHOOL					
	TOTAL	16,667,839	16,985,780	17,058,979	73,199	0.43%
420	HIGHWAY DEPT					
	TOTAL	697,060	743,282	937,002	135,322	16.88%
423	SNOW & ICE					
	TOTAL	121,000	121,000	121,000	0	0.00%
424	STREETLIGHTS					
	TOTAL	75,000	60,335	58,000	-2,335	-3.87%
541	COUNCIL ON AGING					
	TOTAL	94,122	108,280	101,546	-6,734	-6.22%
543	VETERANS SERVICES					
	TOTAL	92,980	92,982	126,613	33,631	36.17%
545	VETERANS GRAVES REG					
	TOTAL	2,400	2,400	2,400	0	0.00%
610	PUBLIC LIBRARY					
	TOTAL	204,306	216,629	225,435	8,806	4.07%
630	PARKS & RECREATION					
	TOTAL	6,450	6,450	6,450	0	0.00%
691	HISTORICAL COMMISSION					
	TOTAL	950	950	950	0	0.00%
692	MEMORIAL DAY COMMITTEE					
	TOTAL	3,000	3,000	3,000	0	0.00%
710	MATURING DEBT PRINCIPAL					
	TOTAL	894,532	1,139,797	1,155,327	15,530	1.36%

DEPT #	DEPARTMENT NAME	FY2019 BUDGET	FY2020 BUDGET	FY2021 TOWN ADMIN	\$ CHANGE	% CHANGE
751	MATURING DEBT INTEREST					
	TOTAL	325,635	406,144	369,949	-36,195	-8.91%
752	TEMPORARY LOAN INTEREST					
	TOTAL	94,647	33,255	20,665	-12,590	-37.86%
753	BOND ISSUE					
	TOTAL	0	0	1,100	1,100	
911	WORC REG RETIREMENT					
	TOTAL	1,161,643	1,314,800	1,456,243	141,443	10.76%
912	WORKER COMPENSATION					
	TOTAL	216,700	187,498	206,248	18,750	10.00%
913	UNEMPLOYMENT COMP					
	TOTAL	66,650	141,650	141,650	0	0.00%
914	EMPLOYEE BENEFITS					
	TOTAL	3,266,089	3,288,284	3,045,765	242,519	-7.38%
945	BONDING & INSURANCE					
	TOTAL	100,586	160,662	176,750	16,068	10.00%
Grand Total – All Budgets		28,521,258	29,658,026	29,882,084	224,059	0.76%

FINANCE ADVISORY BOARD RECOMMENDATION

SELECTBOARD RECOMMENDATION

Favorable Action (5-0-0) – NEW VOTE NEEDED

DESCRIPTION

This is the fiscal year 2021 annual operating budget for municipal and school services. Property tax proposed to be levied is within the allowances of Proposition 2 ½. Although the State FY 2021 budget is not set, we are utilizing the Governor's proposed revenue estimates for local aid. This financial plan meets at least the minimum needs of every department and continues to move the Town forward in a sustainable direction. The FY 2021 budget is 1.77% greater than the FY 2020 budget. Please note budget allocation below:

Department	FY 20 Budget	FY 21 Budget	\$ Change	% Change
Municipal Budgets	\$6,000,135	\$6,249,409	\$249,274	4.2%
School Budget	\$16,985,780	\$17,058,979	\$73,199	0.40%
Unclassified Budget	\$6,672,111	\$6,573,697	-\$98,414	-1.50%
Totals	\$29,658,026	\$29,882,084	\$224,059	1.67%

Although we have instituted a policy of sharing revenue at 75% School, 25% Municipal, several factors have impacted the allocation for this year:

- Highway is taking over field and winter maintenance from the schools resulting in funds that would have allocated to the Leicester Schools via formula now being allocated to Highway. Highway will use these funds to hire two new employees and summer help that can work both municipal and school operations. The School benefits from a fixed cost for these services for budgeting purposes as opposed to hiring contractors as needed with no ability to forecast costs.
- The Town Accountant is now being shared with Spencer, through an intermunicipal agreement resulting in a payment for services that is directly funded.
- Likewise, the Economic Development Coordinator and Highway summer help positions are being funded via Free Cash, resulting in payment for services that is directly funded.

Budget increases, had these adjustments not happened, are shown in the tables below:

Municipal Budget Increase	249,274	4.15%
Less: Highway Transfer from school portion of new receipts (2 positions)	-100,000	
Less: Accountant Intermunicipal Agreement funding from Spencer	-21,008	
Less: Economic Development Position funded from Free Cash	-53,000	
Less: Highway summer staff funded from Free Cash	-13,887	
Municipal Net Budget Increase	\$61,379	1.02%
School Budget Increase	73,199	0.43%
Plus: Highway Transfer	100,000	
School Net Budget Increase	\$173,199	1.02%

VOTE REQUIRED FOR PASSAGE Requires a simple majority vote under M.G.L. c. 40, §5.

ARTICLE 14 VOCATIONAL TUITION

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money as may be necessary to fund the Vocational Tuition expenses for Leicester students for the fiscal year beginning July 1, 2020 or take any action thereon.

PROPOSED MOTION

I move the Town vote to raise and appropriate \$1,078,000 for Vocational Tuition expenses for the Fiscal Year beginning July 1, 2020.

FINANCE ADVISORY COMMITTEE RECOMMENDATION

SELECTBOARD RECOMMENDATION

Favorable Action (5-0-0)

DESCRIPTION

Chapter 74 of the Mass General Laws governs vocational technical education programs in public school districts. This article was moved out of the line item budget and into a separate warrant article starting in FY'16. Tracking these costs independently allows for more accurate accounting of the costs associated with Leicester students attending other schools for vocational education.

VOTE REQUIRED FOR PASSAGE Requires a simple majority vote under M.G.L. c. 40, §5.

ARTICLE 15 CENTRAL MASS REGIONAL PLANNING COMMISSION ANNUAL ASSESSMENT

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to fund the FY 2021 assessment from the Central Mass Regional Planning Commission, said assessment to be based on a per capita rate or take any other action thereon.

PROPOSED MOTION

I move the Town vote to raise and appropriate the sum of \$3,221 to fund the FY 2021 assessment from the Central Mass Regional Planning Commission, said assessment to be based on a per capita rate of \$0.29353.

FINANCE ADVISORY BOARD RECOMMENDATION

SELECTBOARD RECOMMENDATION

Favorable Action (4-0-1)

DESCRIPTION

In accordance with Chapter 40B, Section 7 of the Mass General Laws, the Central Mass Regional Planning Commission requires member municipalities to pay the costs and expenses of the Central Massachusetts Regional Planning District each fiscal year. Leicester is a part of this District. The assessment is based on the population of the Town as it appears in the most recent national census (2010). The payment of this assessment will maintain the Town's services provided by the District.

VOTE REQUIRED FOR PASSAGE Requires a simple majority vote under M.G.L. c. 40, §5.

ARTICLE 16 FY 2021 CABLE PEG ACCESS ENTERPRISE ACCOUNT APPROPRIATION

To see if the Town will vote to appropriate a sum of moneys to fund the FY 2021 expenses of the Cable Access Enterprise Fund, as established by the vote under Article 5 of the May 1, 2018 Annual Town Meeting, pursuant to Massachusetts General Laws, Chapter 44, Section 53 F ½ said appropriation to be funded by fees received pursuant to the Town's cable licensing agreement, or act on anything relating thereon.

PROPOSED MOTION

I move that the Town vote to appropriate up to \$102,925 to fund the FY 2021 expenses of the Cable Access Enterprise Fund, as established by the vote under Article 5 of the May 1, 2018 Annual Town Meeting, pursuant to Massachusetts General Laws, Chapter 44, Section 53 F ½, said appropriation to be funded by fees received pursuant to the Town's cable licensing agreement.

FINANCE ADVISORY BOARD RECOMMENDATION

SELECTBOARD RECOMMENDATION

Favorable Action (5-0-0)

DESCRIPTION

The Department of Revenue requires the Town to budget for the funds received through Charter for Cable PEG Access operations. While these funds are exclusively for Cable Access operations, it must be approved by the voters annually at Town Meeting. Any retained earnings from the FY 2020 appropriation will be moved to the FY 2021 Cable Enterprise budget at the Fall Town Meeting.

VOTE REQUIRED FOR PASSAGE Requires a simple majority vote under M.G.L. c. 40, §5.

RECOMMEND ARTICLE BE REMOVED OR PASSED OVER DUE TO UNCERTAINTY OF FUTURE REVENUES.

ARTICLE 17 OTHER POST-EMPLOYMENT BENEFITS TRUST

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to deposit into the Other Post-Employment Benefit (OPEB) Trust or take any action thereon.

PROPOSED MOTION

I move the Town vote to transfer \$35,000 from Free Cash to deposit into the Other Post Employment Benefit (OPEB) Trust Fund.

FINANCE ADVISORY BOARD RECOMMENDATION

SELECTBOARD RECOMMENDATION

Favorable Action (5-0-0)

DESCRIPTION

Other Post-Employment Benefits are benefits that an employer pays to an employee once they retire. Like most public-sector employers, the Town of Leicester provides matching funds towards the health insurance premiums of eligible retirees. In recent years, financial oversight entities including bond rating agencies and the Governmental Account Standards Board have required municipalities to perform an actuarial analysis to project the future cost of the benefits that are being offered. Further they have encouraged municipalities to begin setting funding aside to ensure they are able to make these payments in the future.

The most recent actuarial analysis performed for the Town estimates that the Town's current OPEB liability is \$23.8 million when projected 18 years into the future. By starting to fund this projected obligation now, the Town will be reducing its projected funding requirement. The funds that are being set aside in the trust can only be used to pay for retiree health insurance contributions. These funds will be reflected on the Town's financial balance sheet as an asset that will help offset the liability. The current balance in this fund is \$105,000.

VOTE REQUIRED FOR PASSAGE Requires a simple majority vote under M.G.L. c. 40, §5.

ARTICLE 18 STORMWATER MANAGEMENT

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to fund stormwater management operations throughout the Town, said funds to be expended by the Highway Department, or take any action thereon.

PROPOSED MOTION

I move the Town vote to transfer \$40,000 from the FY 2020 general fund employee benefits budget to a special article for stormwater management throughout the Town, said funds to be expended by the Highway Department.

FINANCE ADVISORY BOARD RECOMMENDATION

SELECTBOARD RECOMMENDATION

Favorable Action (5-0-0)

DESCRIPTION

This article funds stormwater management operations for the Town, including operations, professional services and reporting requirements for the Town's MS-4 permit.

VOTE REQUIRED FOR PASSAGE Requires a simple majority vote under M.G.L. c. 40, §5.

ARTICLE 19 GROUNDWATER STUDIES AT LANDFILL

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to fund groundwater and other studies at the former landfill site, said funds to be expended by the Select Board, or take any action thereon.

PROPOSED MOTION

I move the Town vote to transfer \$12,001 from the FY 2020 Employee Benefits general fund budget appropriation to fund groundwater and other studies at the former landfill site, said funds to be expended by the Highway Department.

FINANCE ADVISORY BOARD RECOMMENDATION

SELECTBOARD RECOMMENDATION

Favorable Action (5-0-0)

DESCRIPTION

The Town is obligated to comply with the Massachusetts Department of Environmental Protection's annual monitoring and testing requirements for the closed landfill. These tasks require routine sampling of groundwater from a series of wells, any required follow up or additional testing based upon the findings and routine readings of landfill gases being produced. The \$12,001 requested will fund these required activities in Fiscal Year 2021.

VOTE REQUIRED FOR PASSAGE Requires a simple majority vote under M.G.L. c. 40, §5.

RECOMMEND ARTICLE BE REMOVED OR PASSED OVER DUE TO UNCERTAINTY OF FUTURE REVENUES.

ARTICLE 20 POLICE CRUISER

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to purchase and equip one (1) police cruiser or take any action thereon.

PROPOSED MOTION

I move the Town vote to transfer \$49,200 from Free Cash to purchase and equip 1 police cruiser.

FINANCE ADVISORY BOARD RECOMMENDATION

SELECTBOARD RECOMMENDATION

Favorable Action (5-0-0)

DESCRIPTION

The Police Department utilizes a fleet of ten (10) vehicles to meet the law enforcement needs of the residents of Leicester. This fleet of vehicles includes five (5) frontline marked police cruisers that are used on a daily basis. Funding is being requested to replace the oldest marked frontline cruiser which will have over 100,000 miles when replaced. The Town has been following a fleet replacement schedule that includes the replacement of one to two cruisers annually to ensure the full use and reliability of the fleet.

VOTE REQUIRED FOR PASSAGE Requires a simple majority vote under M.G.L. c. 40, §5.

**RECOMMEND ITEMS IN BOLD BE REMOVED FROM ARTICLE DUE TO
UNCERTAINTY IN FUTURE REVENUES**

ARTICLE 21 FY 2020 CAPITAL IMPROVEMENT PLAN

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to fund the Capital Improvement Plan budget and authorize the Select Board to enter into lease purchase agreement(s) for a term of years and to transfer from available funds a sum of money to pay for the initial installments of the lease/purchase agreement(s), or take any action thereon.

PROPOSED MOTION

I move the Town vote to transfer \$90,081 from Free Cash, \$42,378 from the FY2020 Employee Benefits Appropriation Budget, to fund the Fiscal Year 2020 Capital Improvement Plan budget to pay for ongoing installments of one lease/purchase agreement and to replace the roof at Fire Station #2, said funding to total \$132,459.

DEPARTMENT	ITEM	AMOUNT
Fire	Aerial Scope Tower Truck Lease/Purchase Payment – Year 4 of 5	\$90,081
EMS	Purchase of a new ambulance	\$222,500
Fire	Replacement of Station #2 roof	\$42,378
School	Installation of 19 Cameras at the High School	\$28,000
Town Hall	Installation of emergency generator at Town Hall	\$30,000
Police	Replacement Detective Unit	\$43,475
Police	Car Port	\$50,000
Police	Replacement F150 (Current F250 to go to Highway)	\$49,000
	Total FY 2020 Capital Plan	\$132,459

CAPITAL PLANNING COMMITTEE

FINANCE ADVISORY BOARD RECOMMENDATION

SELECTBOARD RECOMMENDATION

Favorable Action (5-0-0)

DESCRIPTION

The proposed FY 2020 capital plan has one lease payment and seven new purchases. The seven new items are being financed in single appropriations to avoid committing free cash in future years. See detail below:

Aerial Scope Tower Truck Lease (\$90,081) – Payment 4 of 5 for the 2006 Spartan Gladiator truck

New Ambulance (\$222,500) – The Town has three ambulances; a 2005 Chevrolet, a 2006 Ford and a 2015 International. This appropriation would purchase a 2020 demo model, replacing the 2005 Chevrolet. The older vehicles have been out of service intermittently. The Ford received a new engine last year. We will be seeking to replace a vehicle every five years moving forward.

Fire Station #2 Roof (\$42,378) – This funding will allow the roof on station #2 to be replaced. Temporary repairs have been made in the past, but water has infiltrated the membrane of the roof, allowing water to enter the building, and create conditions that will allow for black mold. This issue must be addressed as soon as possible.

High School Cameras (\$28,000) – This appropriation seeks to augment the nine interior cameras that are currently in service at the High School with an additional nineteen to increase the staff's ability to monitor the public spaces in the building.

Emergency Generator (\$30,000) – This funding will allow the Town Hall to be on emergency power when needed. The generator previously served at the former Fire Station on 15 Water Street. This appropriation is sought to pour the pad, convert the generator to three phase power, and make connections to the building. **Note: In light of potential shortfalls in state aid for FY 2021, this article should be reviewed.**

Replacement Detective Unit (\$43,475) – This funding will replace a 2012 Ford Fusion, which will be repurposed as a vehicle used by Town Hall for inspectional services/assessing. It will be replaced by a Ford utility vehicle to be used by the Chief, with his 2017 Ford being repurposed for the Detective.

Police Car Port (\$50,000) – This funding will purchase a carport for the back portion of the police station, which will allow for safer storage of equipment/vehicles and minimize the risk of injury to employees and residents from falling ice.

Replacement F150 (\$49,000) – This appropriation will purchase of an F150 to replace the F250 that the Department currently utilizes. The new vehicle would be a crew cab that is pursuit-rated. It would be used to haul radar trailers, carry safety equipment, and transport recruits to the academy. The Police Station parking lot will now be plowed by the Highway Department, which was one of the other purposes of the larger vehicle. The F250 will be transferred to the Highway Department and used for plowing municipal lots in the winter and towing larger trailers the rest of the year. **Note: In light of potential shortfalls in state aid for FY 2021, this article should be reviewed.**

VOTE REQUIRED FOR PASSAGE Requires a simple majority vote under M.G.L. c. 40, §5

ARTICLE 22 TOWN-OWNED DAMS

To see if the Town will vote to raise and appropriate and/or transfer from available funds to this article a sum of money for the purpose of inspections, reporting, and/or grant application funding for Town-owned dams or take any action thereon.

PROPOSED MOTION

I move that the Town vote to appropriate \$7,000 from the FY 2020 Employee Benefits general fund budget appropriation for the purpose of inspections, reporting, and/or grant application funding for Town owned dams.

FINANCE ADVISORY COMMITTEE RECOMMENDATION

DESCRIPTION

The Town owns two dams that require annual inspections and reporting to DCR. The amount requested, when combined with remaining article balances from previous Town Meetings will fund all costs associated with these dams through FY21.

FINANCE ADVISORY BOARD RECOMMENDATION

SELECTBOARD RECOMMENDATION
Favorable Action (5-0-0)

VOTE REQUIRED FOR PASSAGE Requires a simple majority vote under M.G.L. c. 40, §5.

ARTICLE 23 FUNDING STUDY OF HILLCREST PROPERTY

To see if the Town will vote to raise and appropriate, and/or transfer from available funds a sum of monies to fund a study of the Hill Crest Country Club property for the purposes of planning building repairs or reconfiguration and well as future options for use of the property, or take any action thereon.

PROPOSED MOTION

I move that the Town vote to appropriate \$10,000 from the from the FY 2020 Employee Benefits general fund budget appropriation to fund a study of the Hillcrest Country Club property for the purposes of planning building repairs or reconfiguration and well as future options for use of the property.

FINANCE ADVISORY COMMITTEE RECOMMENDATION

SELECTBOARD RECOMMENDATION
Favorable Action (5-0-0)

DESCRIPTION

This Article seeks funding to perform a study of the Hillcrest Country Club building to rate its overall condition, cost of improvements, address accessibility issues, and to make recommendations about the property moving forward, including its viability as a golf course. The current management group is leasing the property year-to-year and there is no certainty as to how long the arrangement will last or the property will remain marketable in its current condition.

VOTE REQUIRED FOR PASSAGE Requires a simple majority vote under M.G.L. c. 40, §5.

RECOMMEND ARTICLE BE REMOVED OR PASSED OVER DUE TO UNCERTAINTY OF FUTURE REVENUES.

ARTICLE 24 TRANSFER FUNDS INTO STABILIZATION

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to the Town Stabilization Fund or take any action thereon.

PROPOSED MOTION

I move that the Town appropriate and transfer \$322,842.50 from Free Cash to the Town Stabilization Fund.

FINANCE ADVISORY COMMITTEE RECOMMENDATION

SELECTBOARD RECOMMENDATION
Favorable Action (5-0-0)

DESCRIPTION

The Town has a financial policy that calls for 25% of annual free cash, after 10% is unreserved, to be placed into the Stabilization Fund until the fund achieves a balance of 5% of total revenues. This transfer, which is 28.05% of free cash, gets the Town close to its goal. See calculations below:

Current Stabilization fund balance: \$1,109,145.96

This Article: \$322,842.50
New Stabilization fund balance: \$1,431,988.46

FY2021 total revenues: \$32,589,552
New Stabilization fund balance percentage of total revenues: 4.39%

Target stabilization balance: \$1,629,477.60
Remaining funding to target: \$197,489.14

Note: In light of potential shortfalls in state aid for FY 2021, this article should be reviewed.

VOTE REQUIRED FOR PASSAGE Requires a simple majority vote under M.G.L. c. 40, §5.

ARTICLE 25 ESTABLISH REVOLVING FUND ANNUAL SPENDING LIMITS

To see if the Town will vote to set annual spending limits for revolving accounts as detailed in the hands of the voters and as defined by Massachusetts General Laws, Chapter 44, § 53E½ for Fiscal Year 2021, or take any action thereon.

PROPOSED MOTION

I move the Town vote to set annual spending limits for revolving accounts as detailed in the warrant and as defined by Mass General Laws, Chapter 44, § 53E½, for Fiscal Year 2021

<u>Revolving Fund</u>	<u>Spending Limit:</u>
Inspectional Services	\$50,000
Health Clinics	\$5,000
Senior Center Programs	\$10,000
Fuel Usage	\$35,000
Town Hall	\$15,000
Recycling	\$30,000
Police Training	\$5,000
Recreation	\$20,000
One-to-one Technology	\$25,000
DIS Fees	\$5,000
Library Copier	\$5,000
300 TH Anniversary	\$100,000
Agricultural Land Acquisition	\$100,000
Tree Lighting	\$20,000

FINANCE ADVISORY BOARD RECOMMENDATION

SELECTBOARD RECOMMENDATION

Favorable Action 5:0:0

DESCRIPTION

Under MGL Chapter 44, Section 53E½ as amended through the Municipal Modernization Act of 2016, Town Meeting is required to vote on the amount that may be spent from each revolving fund established through the Town's General Bylaws during the upcoming fiscal year prior to July 1st.

VOTE REQUIRED FOR PASSAGE Requires a simple majority vote under M.G.L. c. 40, §5.

ARTICLE 26 DISPOSITION OF MEMORIAL DRIVE, MAP 39, BLOCK A6.3

To see if the Town will vote to dispose of the fee or any lesser interest in the real property and the improvements thereon, located at Memorial Drive, Leicester as shown on Assessor's Map 39, Block A6.3, containing about 2.840 acres of land, more or less, with any improvements thereon by auction or solicitation of proposals in accordance with M.G.L. c. 30B, any such disposition to be on such terms and conditions that the Select Board shall deem appropriate, which may include the reservation of easements and restrictions and the grant of rights of access or easements appurtenant to the property; and to authorize the Select Board to take all related actions necessary or appropriate to carry out the purposes of this article; or take any action thereon.

PROPOSED MOTION

Move that the article be voted as written.

FINANCE ADVISORY COMMITTEE RECOMMENDATION

SELECTBOARD RECOMMENDATION

Favorable Action (5-0-0)

DESCRIPTION

There was an error made in the article presented and passed at the FY 2019 Fall Town Meeting to dispose of the former Memorial School. The Town's GIS maps shows the Memorial School with its playground and practice fields as a single property, but the Assessors maps have the property labeled as two separate and distinct properties. The article presented a single property description, and therefore, the second parcel must be voted separately by Town Meeting. This parcel's frontage is tied directly to the School property, so it will become landlocked if the school property is sold without it.

There are three potential buyers for the Memorial School property, and all have stated that they need this property in order to be able to successfully repurpose the Memorial School property.

VOTE REQUIRED FOR PASSAGE Requires a 2/3rds majority per M.G.L. c. 40, § 15.

ARTICLE 27 ACCEPTANCE, DISPOSITION OF PROPERTY FROM HILLCREST WATER DISTRICT 13 LEHIGH ROAD, MAP 39, BLOCK A9.

To see if the Town will vote to authorize the Select Board to acquire, by purchase, gift, eminent domain or otherwise, in fee simple, any interest in a portion of property located off Lehigh Road in Leicester, identified as 13 Lehigh Road, further identified by Town Assessors Map 39, Lot A9 the parcel of land located at 13 Lehigh Road, Leicester, Massachusetts, and further, vote to dispose of the fee or any lesser interest in the real property by auction or solicitation of proposals in accordance with M.G.L. c. 30B, any such disposition to be on such terms and conditions that the Select Board shall deem appropriate, which may include the reservation of easements and restrictions and the grant of rights of access or easements appurtenant to the property; and to authorize the Select Board to take all related actions necessary or appropriate to carry out the purposes of this article; or take any action thereon.

PROPOSED MOTION

Move that the article be voted as written.

FINANCE ADVISORY COMMITTEE RECOMMENDATION

SELECTBOARD RECOMMENDATION

Favorable Action (5-0-0)

DESCRIPTION

This property is part of a land swap between the Town and the Hillcrest Water District for placement of a new water tower. The District's old water tower was located on the Memorial School property. The District must place the tank on property that it owns, not on Town property. Town Meeting had previously approved transferring a portion of the Memorial School property to the District. This article requests property be transferred from the District to the Town to complete the swap, and further requests that the property be surplus, so that it may be transferred with the Memorial School property. A further benefit to the property is that acquiring this parcel of land will create a second egress to the property onto Lehigh Road, potentially increasing its value.

VOTE REQUIRED FOR PASSAGE Requires a 2/3rds majority per M.G.L. c. 40, § 15.

ARTICLE 28 WAITE POND DAM PROJECT BORROWING

To see if the Town will vote to raise and appropriate, transfer from available funds and/or authorize the Select Board to borrow a sum of money under the provisions M.G.L. c. 44 as amended, for the purpose of engineering, site work, and all other costs relevant to repair and/or replacement of the Waite Pond Dam, as well as any equipment and/or site improvements required, and for the payment of any other costs incidental and related thereto such funds to be supplemented by a dam safety grant received from the Executive Office of Energy and Environmental Affairs which funds shall be expended under the direction of the Select Board and the Office of the Town Administrator, or to take any action thereon.

PROPOSED MOTION

I move that the Town will vote to authorize the Select Board to borrow the sum of \$388,000 under the provisions M.G.L. c. 44 as amended, for the purpose of engineering, site work, and all other costs relevant to repair and/or replacement of the Waite Pond Dam, as well as any equipment and/or site improvements required, and for the payment of any other costs incidental and related thereto such funds to be supplemented by a dam safety grant received from the Executive Office of Energy and Environmental Affairs which funds shall be expended under the direction of the Select Board and the Office of the Town Administrator.

FINANCE ADVISORY COMMITTEE RECOMMENDATION

SELECTBOARD RECOMMENDATION

DESCRIPTION

The Town has received a million-dollar grant through the State Dam and Seawall program to replace Waite Pond Dam. The dam is in poor condition and has been classified pursuant to Massachusetts General Laws Chapter 21, Section 65 as a Significant Hazard Dam. In the opinion of the Massachusetts Department of Conservation and Recreation (DCR), it does not meet accepted dam safety standards, is structurally deficient, and in poor condition. As a result, it is a potential threat to public safety.

The grant requires 25% in matching funds from the Town. This bond authorization is for that match. It is anticipated that the debt will be paid for through appropriation within the general fund budget, at a cost to all department, or through Free Cash.

VOTE REQUIRED FOR PASSAGE Requires a 2/3rds majority vote.

ARTICLE 29 TRANSFER OF TOWN-OWNED PROPERTY ON RIVER STREET (MAP 43 BLOCK A11 0) TO COMMON GROUND LAND TRUST

To see if the Town will vote to dispose of the fee or any lesser interest in the real property and the improvements thereon, located on River Street, Leicester as shown on Assessor's Map 43, Block A11 0, containing about .42 acres of land, and to transfer said property to the Common Ground Land Trust, under such terms and conditions that the Select Board may deem appropriate, which include the reservation of easements and restrictions and the grant of rights of access or easements appurtenant to the property; and to authorize the Select Board to take all related actions necessary or appropriate to carry out the purposes of this article; or take any action thereon.

PROPOSED MOTION

Move that the article be voted as written.

FINANCE ADVISORY COMMITTEE RECOMMENDATION

SELECTBOARD RECOMMENDATION

Favorable Action (5-0-0)

DESCRIPTION

The Land Trust would like to acquire this waterfront property, which was taken for taxes owed in order to clean it up and beautify it for use as public access to Greenville Pond.

VOTE REQUIRED FOR PASSAGE Requires a 2/3rds majority per M.G.L. c. 40, § 15.

ARTICLE 30 SPECIAL ACT – DESIGNATION OF THE RAWSON STREET BRIDGE AS THE JOHN J. BINIENDA MEMORIAL BRIDGE

To see if the Town will vote to request that its' elected representatives in the General Court file a Special Act with the General Court on behalf of the inhabitants of the Town of Leicester as follows:

An Act designated a certain bridge in the Town of Leicester as the John J. Binienda Memorial Bridge

Section 1. The bridge No. L-06-017, on Rawson Street in the Town of Leicester shall be designated and known as the John J. Binienda Memorial Bridge, in memory of John J. Binienda, (June 22, 1947 – August 22, 2014), who served in the Massachusetts House of Representatives from 1986 until 2014, representing the 17th Worcester District.

Section 2. The Town shall erect and maintain suitable markers bearing the designation in compliance with the standards of the department; or take any other action in relation thereto.

PROPOSED MOTION

Move that the article be voted as written.

FINANCE ADVISORY COMMITTEE RECOMMENDATION

SELECTBOARD RECOMMENDATION

DESCRIPTION

VOTE REQUIRED FOR PASSAGE

ARTICLE 31 SPECIAL ACT – DESIGNATION OF THE CHURCH STREET BRIDGE AS THE PRIVATE FIRST CLASS EUGENE JOSEPH PARENTEAU MEMORIAL BRIDGE

To see if the Town will vote to request that its' elected representatives in the General Court file a Special Act with the General Court on behalf of the inhabitants of the Town of Leicester as follows:

An Act designated a certain bridge in the Town of Leicester as the Private First Class Eugene Joseph Parenteau Memorial Bridge

Section 1. Bridge No. #L-06-011, on Church Street in the Town of Leicester shall be designated and known as the Private First Class Eugene Joseph Parenteau Memorial Bridge, in memory of Private First-Class Eugene Joseph Parenteau (August 10, 1924 – June 7, 1945). Private Parenteau, a member of the U.S. Army, 2nd Platoon, Company B, 1st Battalion, 164th Infantry Regiment, American Division, XI Corps, Eighth Army was killed in action, with his body not recovered, on Thursday, June 7, 1945, on Negros Island, Philippines.

Section 2. The Town shall erect and maintain suitable markers bearing the designation in compliance with the standards of the department; or take any other action in relation thereto.

PROPOSED MOTION

Move that the article be voted as written.

FINANCE ADVISORY COMMITTEE RECOMMENDATION

SELECTBOARD RECOMMENDATION

DESCRIPTION

VOTE REQUIRED FOR PASSAGE

ARTICLE 32 ZONING BYLAW CHANGE – ADAPTIVE REUSE OVERLAY DISTRICT IMPROVEMENTS

To see if the Town will vote to make the following amendments to Section 1.3 and 5.10 of the Zoning Bylaws or take any action thereon:

Amend Section 1.3, DEFINITIONS, to include a definition of makerspace, as follows:

MAKERSPACE: a collaborative incubator workspace for making, learning, exploring in a variety of artistic, industrial, or light industrial activities such as machining, plasma cutting, sandblasting, ventilated painting, forging, casting, ceramics, and various other industrial processes. Such workspace may include a variety of low-tech and high-tech tools and equipment including but not limited to 3D printers, laser cutters, cnc machines, soldering irons, blacksmith equipment, and woodworking machinery. Makerspaces may include training and educational activities, including training related to vehicle repair, and may also include live-work spaces.

A. Amend Section 1.3, DEFINITIONS, to amend the definition of Mixed-Use Development, Horizontal Mix, as follows:

MIXED-USE DEVELOPMENT, HORIZONTAL MIX- An integration of commercial and multifamily residential uses in a development comprised of two or more buildings on the same lot, or in a single building where residential use is on the ground floor. **This may include a single residential unit combined with a commercial use.**

B. Amend Section 5.10, Adaptive Reuse Overlay District as follows by adding the following uses to subsection D.(2), Uses Allowed by Special Permit:

- k) Mixed-Use Development, Vertical Mix
- l) Mixed-Use Development, Horizontal Mix
- m) Brewery, Distillery, Winery
- n) Brew Pub
- o) Makerspace

C. Amend Section 5.10, Adaptive Reuse Overlay District, subsection G. (1), as shown below:

(1) As a condition of any special permit for the an Adaptive Reuse Project that proposes **10 or more** multifamily dwelling units, a minimum of ten (10%) of the total number of dwelling units shall be required, in perpetuity, to be restricted to persons qualifying as moderate income in accordance with the Massachusetts Department of Housing and Community Development definitions of low and moderate incomes. **This affordability requirement is recommended but not required for live-work spaces associated with makerspaces.**

5.10. Adaptive Reuse Overlay District (AROD).

[Amended ATM 5/5/2008]

A. The purpose of the Adaptive Reuse Overlay District (AROD) is to:

- (1) Provide specific regulations allowing for the reuse of municipal, religious, and historic mill buildings in a way that promotes public health, safety and welfare and is in keeping with the adjacent character of the neighborhood.
- (2) Provide regulatory flexibility and intensification of use in municipal, religious, and historic mill buildings to prevent disinvestment or deterioration of buildings that have become obsolete for their original purposes.
- (3) Allow for the reuse of municipal, religious, and historic mill buildings to increase the town's overall tax base, create employment opportunities and ensure efficient use of municipal services so as to not create a burden on these services.
- (4) Encourage the adaptive reuse of historic buildings where such reuse would more effectively promote, preserve, and enhance the architectural character of the surrounding neighborhood than would the redevelopment of the site following the demolition of these landmark structures.

B. Eligibility for Conversion

The following shall be eligible for conversion to those uses listed in Section D of this bylaw:

- (2) A municipal building located in any zoning district if it was used for not less than fifteen (15) years for municipal use.
- (2) Any existing structure having not less than 10,000 square feet constructed more than sixty (60) years ago and historically part of a mill complex.
- (3) Any existing structure used for one or more of the following religious uses for not less than fifteen (15) years: churches, convents, schools, rectories, and parish halls.

2. Scope of Authority

The AROD is superimposed over all the underlying zoning districts in the Town. Except as specified in this Section 5.10, the provisions of the underlying zoning districts shall remain in effect. The regulations of this overlay district shall govern reuse, reconstruction or expansion of those buildings eligible for conversion as describe in Subsection B above. The Special Permit Granting Authority for an Adaptive Reuse Development (ARD) under this section shall be the Planning Board. Adaptive Reuse Developments which utilize any of the provisions of this Section 5.10 relative to use, parking, and/or dimensional controls shall require a special permit from the Planning Board. Applicants for Special Permits under this section shall submit plans in compliance with the Leicester Planning Board Rules & Regulations for Special Permit Applications.

D. Uses Permitted

- (1) Uses allowed by ~~the~~ right *[note: deletion of the word "the" doesn't require an amendment, as the original bylaw as passed doesn't include the word "the" – it appears to have been added in error.]*

The following uses be allowed by-right:

- a) Any uses permitted by right in the underlying zoning district in which the structure is located.
- b) Conversion of former municipal buildings to private medical or professional offices.

- (2) Uses allowed by Special Permit

The following uses are allowed by special permit and subject to site plan review:

- a) Senior Village Development residential uses, Adult Day Care Facilities, and Senior Village Community Centers as defined under Section 5.7.03
- b) Multi-family
- c) Professional or administrative offices
- d) Community recreational center or personal training centers

- e) Medical Clinic, Dental Office, Veterinarian Office, and Ancillary Offices and Facilities
- f) Community center or conference center with meeting rooms
- g) Studios for art, drama, speech, dance, or music
- h) Retail
- i) Indoor commercial recreation or health club
- j) Research and Development uses including ancillary office use and electronic and computer laboratories, but not including ancillary manufacturing, assembly, sale or resale or storage for sale or resale of any goods, items, or material

k) Mixed-Use Development, Vertical Mix

l) Mixed-Use Development, Horizontal Mix

m) Brewery, Distillery, Winery

n) Brew Pub

o) Makerspace

- (3) Multiple or Mixed Uses: Any combination of uses allowed by right in D(1) and uses allowed by special permit in D(2), may be allowed provided they are compatible with each other and maintain the public health, safety and welfare of the community.
- (4) Uses required by MGL c40A, Section 3, such as public and private non-profit religious and educational institutions are allowed in the AROD by right subject to Site Plan Review.

E. Parking Requirements

- (1) For all new buildings and structures and for reuse or substantial restoration of existing buildings or structures within the Adaptive Reuse Overlay District, the parking requirement of Section 5.1 of the Zoning Bylaw shall apply.
- (2) The Planning Board shall be authorized to modify parking, loading requirements, dimensional requirements for off-street parking and loading areas; layout requirements and the number of required spaces in conjunction with the grant of a special permit pursuant to this Section 5.10. This provision shall only apply to uses in the Adaptive Reuse Overlay District which are located in buildings or structures in existence as of the date of the adoption of this Section of the Leicester Zoning Bylaw. In determining the appropriate reduction, the Planning Board may give consideration to the hours of operation and/or usage of the proposed uses within the development, the opinions of merchants, residents and municipal officials as to the adequacy or inadequacy of parking spaces within the surrounding area, as well as other relevant information. The decrease in number of required spaces shall not create undue congestion, traffic hazards, or a substantial detriment to the neighborhood, and shall not derogate the intent and purpose of this Bylaw.

F. Dimensional and Other Requirements

- (1) The Planning Board, by Special Permit, shall have the authority to waive or modify dimensional controls set forth in Section 4 of the Zoning Bylaw.
- (2) The Site Development Standards for the underlying district are applicable. Where the underlying district does not have Site Development Standards, the standards for the Business (B) District shall apply. The Board, through the ARD special permit, may allow for modifications of Site Development Standards where not feasible due to existing site constraints.
- (3) For multi-family projects, the maximum number of dwelling units shall be established by the Planning Board after reviewing the following criteria:
 - a) Existing structures

- b) Proposed method and efficacy of stormwater disposal
 - c) Availability of water and sewer
 - d) Trip generation, traffic safety and internal site traffic
 - e) Character of the proposed ARP and its relation to the surrounding neighborhood(s)
 - f) Character of the existing buildings and the potential for reuse thereof
 - g) Applicability of the Water Resource Protection Overlay District
 - h) Reports of the technical consultants of the Planning Board and all other reviewing boards
- (4) Existing Buildings may be expanded provided that such expansion is consistent with the building's historic character and scale and does not cause substantial detriment.
- (5) New Buildings may be constructed on the ARD site provided that the number, type, scale, architectural scale, and uses within such new buildings shall be subject to Planning Board approval. For all new structures or buildings, the dimensional requirements of the underlying zoning district shall apply and, if applicable, to the extent that the dimensional requirements vary dependent upon the use of the building, the pre- dominant use based upon gross floor area utilized shall govern.
- (6) All proposed signs shall comply with Section 3.2.07 of the Bylaw, except that if the building and land on which situated are located in a single family district (SA, R1, R2), the Planning Board may permit a sign of no larger than 10 square feet which identifies only the building and its occupants.

G. Standards for Approval

- (1) As a condition of any special permit for the an Adaptive Reuse Project that proposes 10 or more multi-family dwelling units, a minimum of ten (10%) of the total number of dwelling units shall be required, in perpetuity, to be restricted to persons qualifying as moderate income in accordance with the Massachusetts Department of Housing and Community Development definitions of low and moderate incomes. This affordability requirement is recommended but not required for live-work spaces associated with makerspaces.
- (2) The proposed project preserves or enhances the historic significance of existing buildings on or eligible to be on the State or National Register of Historic Places and, where applicable, the eligibility of the same for listing on the State or National Register of Historic Places as an individual property or a contributing property to an area.
- (3) Any expansion of existing buildings on or eligible to be on the State or National Register of Historic Places is consistent with the U.S. Secretary of the Interior's Standards for Rehabilitation, as determined by the Leicester Historical Commission.
- (4) The project shall have sufficient local infrastructure to accommodate the proposed development
- (5) The proposed ARD does not cause substantial detriment to the neighborhood after considering the following potential consequences
- a) noise, during the construction and operational phases,
 - b) pedestrian and vehicular traffic,
 - c) environmental harm,
 - d) visual impact caused by the character and scale of the proposed structure(s), and

The SPGA may attach such additional conditions and limitations to a Special Permit granted under this Section as may be necessary to protect the neighborhood surrounding the property, and as may be necessary to encourage the most appropriate use of the land and building to be converted.

Or take any action relating thereon.

PROPOSED MOTION

Move that the article be voted as written.

PLANNING BOARD RECOMMENDATION

FINANCE ADVISORY COMMITTEE RECOMMENDATION

SELECTBOARD RECOMMENDATION

Favorable Action (5-0-0)

DESCRIPTION

VOTE REQUIRED FOR PASSAGE Requires a 2/3rds majority per M.G.L. c. 40A, § 5.

ARTICLE 33 CITIZEN PETITION AMENDMENT TO MEDICAL MARIJUANA TREATMENT CENTERS AND MARIJUANA ESTABLISHMENT BYLAW OF THE TOWN OF LEICESTER

To see if the Town will vote to authorize an amendment to the Town of Leicester Zoning Bylaw and to its existing “Medical Marijuana Treatment Centers and Marijuana Establishments” Bylaws by inserting new definitions and amending existing definitions in Section 1.3, by inserting a new paragraph to the Schedule of Use Section 3.2.03 Business for Outdoor Cultivation of Cannabis/Marijuana in Suburban Agricultural district (SA). In addition, by inserting additional language to Section 5.15.02 and a new section 5.15.04, entitled Marijuana Outdoor Cultivator Requirements.”

Inserting the following definitions to Section 1.3 [As Amended through October 22, 2019]

A. Definition

Insert this definition into Section 1.3 of our Bylaw.

MARIJUANA OUTDOOR CULTIVATOR: a marijuana establishment that involves the cultivation of mature Cannabis outdoors without the use of artificial lighting in the canopy area, except to maintain immature or vegetative Mother Plants, including but limited to open air, hot house, or cold frame greenhouse production, which is not (a) for personal use or (b) conducted by a licensed caregiver, in amounts not to exceed the state imposed limits for individuals or caregivers.”

Amend the existing definition of Marijuana Establishment, Non-Retail in Section 1.3, as follows:

MARIJUANA ESTABLISHMENT, NON-RETAIL: a marijuana establishment that does not involve on-site retail sales to consumers, including Marijuana Cultivators, Marijuana Product Manufacturers that only sell to Marijuana Establishments but not consumers, Marijuana Testing Facilities, and Marijuana Transportation or Distribution Facilities. Not to include Marijuana Outdoor Cultivator.

By Inserting the following language to Section 5.15 Medical Marijuana Treatment Centers and Marijuana Establishments [New Bylaw voted May 7, 2013, Rev’ 5/1/2018 and 5/7/2019]

By amending Section 5.15.12, subsections A & B, as shown below:

5.15.02 STANDARDS:

2. General

All aspects of a Medical Marijuana Treatment Center or Marijuana Establishment except Marijuana Outdoor Cultivators must take place at a fixed location within a fully enclosed building with opaque walls and shall not be visible from the exterior of the building. ~~(Except as allowed for Marijuana Outdoor Cultivators,~~ Greenhouses with transparent or translucent walls are prohibited: glass or other transparent roofs are allowed. Transparent or translucent greenhouses are allowable within the opaque perimeter fence of an outdoor cultivation facility. (See related subsection J., Lighting and Section 5.15.04 Marijuana Outdoor Cultivators). No outside storage of marijuana, related supplies, or educational materials is permitted. Medical Marijuana Treatment Centers and Marijuana Establishments are not permitted as a home occupation. Site Plan Review is required for all Medical Marijuana Treatment Centers, Marijuana Outdoor Cultivators and Marijuana Establishments, including when the facility will reuse an existing structure.

2. Buffer Requirements

No Medical Marijuana Treatment Center or Marijuana Establishment may be located within required buffer areas. Buffers shall be 500 feet for Medical Marijuana Treatment Centers and Marijuana Retailers, Consumer Sales Only and 200 feet for Marijuana Establishments, Non-Retail, from the following: residential zoning districts (SA, R1, and R2), and pre-existing public or private schools (pre-school through grade 12), except that buffer from the SA district shall not apply to Marijuana Outdoor Cultivators. Distance shall be measured in a straight line as the shortest between the Medical Marijuana Treatment Center or Marijuana Establishment building and residential district boundaries, and as a straight line from the nearest point of the property line in question to the nearest point of the property line where the Medical Marijuana Treatment Center or Marijuana Establishment is or will be located for schools.¹

Amend Section 3.2.03, Business, by inserting use number 22, Marijuana Outdoor Cultivator as shown below (and renumbering existing uses 22 – 29 accordingly):

3.2.03 BUSINESS		SA	R1	R2	B	CB	I	BI-A	HB-1 & HB-
18.	Medical Marijuana Treatment Center (Planning Board Site Plan Review Required)	N	N	N	Y	N	Y	Y	Y
19.	Marijuana Retailer, Consumer Sales Only (Special Permits issued by the Planning Board)	N	N	N	SP	N	SP	SP	SP
20.	Marijuana Establishment, Non-Retail (Planning Board Site Plan Review Required)	N	N	N	Y	N	Y	Y	Y
21.	Marijuana Social Consumption Facility	N	N	N	N	N	N	N	N
<u>22.</u>	<u>Marijuana Outdoor Cultivator</u>	<u>SP</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>

Amend Section 5.6, Greenville Village Neighborhood Business District (NB), Subsection 5.6.04, Prohibited Uses, by adding the following text:

5.6.04.3. All types of Marijuana Establishments regulated by Section 5.15.

To Amend the Leicester Zoning Bylaws as Amended through October 22, 2019 (Section 5.15) by inserting a proposed new section Section 5.15.04 entitled “Outdoor Marijuana Cultivation, Requirements” [See, New Bylaw voted May 7, 2013, Revised 5/1/2018 and 5/7/2019] ²

5.15.04 MARIJUANA OUTDOOR CULTIVATOR REQUIREMENTS

2. Purpose

The intent of this Section is to address local siting and land use concerns in relation to the legalization of medical and recreational marijuana in the Commonwealth following ballot initiatives in 2012 and 2016. The granting of a Special Permit by the Town of Leicester does not supersede state or federal laws or pre-empt an applicant from complying with all relevant state and federal laws. In addition, the purpose of this bylaw is to update the Marijuana Establishment Bylaw and to regulate Marijuana Outdoor Cultivators, to incorporate the recent circular issued by the Cannabis Control Commission entitled “Guidance for Farmers” and to protect the integrity of natural resources in the Town of Leicester³

2. Applicability

A Special Permit under this section shall be required from the Planning Board for any Marijuana Outdoor Cultivator as a principal or accessory use, or combination of uses involving a Marijuana Outdoor Cultivator.

2. Performance Standards

2. No Marijuana Outdoor Cultivator shall be located within 500 feet (measured from edge of building or occupied space to edge of building or occupied space) of any public or private school providing education in kindergarten or any of grades 1 through 12, any public playground, or licensed daycare.

2. The minimum lot size for this use shall be fifteen (15) acres. In addition, the Town establishes the following minimal ratios of acreage for outdoor cultivation based on the following footage of Canopy:

<u>Tier:</u>	<u>Footage of Canopy</u>	<u>Acreage required</u>
<u>Tier 1:</u>	<u>up to 5,000 s.f canopy</u>	<u>15 acres</u>
<u>Tier 2:</u>	<u>5,001 to 10,000 s.f.</u>	<u>25 acres</u>
<u>Tier 3:</u>	<u>10,001 to 20,000 s.f.</u>	<u>30 acres</u>
<u>Tier 4:</u>	<u>20,001 to 30,000</u>	<u>35 acres</u>
<u>Tier 5:</u>	<u>30,001 to 40,000</u>	<u>40 acres</u>
<u>Tier 6:</u>	<u>40,001 to 50,000</u>	<u>45 acres</u>
<u>Tier 7:</u>	<u>50,001 to 60,000</u>	<u>50 acres</u>
<u>Tier 8:</u>	<u>60,001 to 70,000</u>	<u>50 acres</u>
<u>Tier 9:</u>	<u>70,001 to 80,000</u>	<u>50 acres</u>
<u>Tier 10:</u>	<u>80,001 to 90,000</u>	<u>50 acres</u>
<u>Tier 11:</u>	<u>90,001 to 100,000</u>	<u>50 acres</u>

² Section 5.15.03 will remain in effect establishing Special Permit Requirements **5.15.03 SPECIAL PERMIT REQUIREMENTS:** The Planning Board shall be the Special Permit Granting Authority for all Marijuana Establishments. Applications shall be submitted in accordance with the Planning Board’s Special Permit Regulations. In addition to the special permit approval criteria for the applicable zoning district and the Planning Board’s Special Permit Regulations, the Planning Board shall find that the proposed use meets the requirements of this section 5.15.

³ See, e.g. Guidance for Farmers, Cannabis Control Commission as revised on January 16, 2020

3. No fertilizers, compost, soils, materials, machinery, or equipment shall be stored within the required front, side, and rear yard setbacks.
4. The minimum setback from all property lines shall be 200 feet.
5. Marijuana not grown inside a securable structure shall be enclosed within a minimum of eight (8') foot opaque perimeter security fence to prevent unauthorized entry to the cultivation facility with signs notifying observers that it is a Limited Access Area.
6. The establishment shall not allow any person under 21 years of age to volunteer or work for the marijuana establishment;
7. The outdoor cultivation facility shall comply in every respect with the requirements of 935 CMR 500.110 (6) which regulates "Security and Alarm Requirements for Marijuana Establishments Operating Outdoors." The outdoor cultivation facility shall:
 - a). Implement adequate security measures to ensure that outdoor areas are not readily accessible to unauthorized individuals and to prevent and detect diversion, theft or loss of Marijuana which shall, at a minimum, include:
 - b). A perimeter security fence designed to prevent unauthorized entry to the cultivation facility with signs notifying observers that it is a Limited Access Area;
 - c). Commercial-grade, nonresidential locks;
 - d). A security alarm system that shall: be continuously monitored, whether electronically, by a monitoring company or other means determined to be adequate by the Commission; and provide an alert to designated employees of the Marijuana Establishment within five minutes after a notification of an alarm or a system failure, either by telephone, email or text message.
 - e). Video cameras at all points of entry and exit and in any parking lot which shall be appropriate for the normal lighting conditions of the area under surveillance. The cameras shall be directed at all safes, vaults, sales areas, and areas where Marijuana is cultivated, harvested, Processed, prepared, stored, handled, Transferred or dispensed and for the purpose of securing cash. Cameras shall be angled so as to allow for the capture of clear and certain identification of any Person entering or exiting the Marijuana Establishment or area;
 - f). 24-hour recordings from all video cameras that are available immediate viewing by the Commission on request and that are retained for at least 90 calendar days. Recordings shall not be destroyed or altered, and shall be retained as long as necessary if the Marijuana Establishment is aware of a pending criminal, civil or administrative investigation or legal proceeding for which the recording may contain relevant information;
 - g). The ability to immediately produce a clear, color still image whether live or recorded;
 - h). A date and time stamp embedded in all recordings, which shall be synchronized and set correctly at all times and shall not significantly obscure the picture;
 - i). The ability to remain operational during a power outage; and
 - j). A video recording that allows for the exporting of still images in an industry standard image format, including .jpg, .bmp and .gif. Exported video shall have the ability to be archived in a proprietary format that ensures authentication of the video and guarantees that no alteration of the recorded image has taken place. Exported video shall also have the ability to be saved in an industry standard file format that may be played on a standard computer operating system. All recordings shall be erased or destroyed prior to disposal.

- k). All security system equipment and recordings shall be maintained in a secure location so as to prevent theft, loss, destruction and alterations.
 - l). In addition to the requirements listed in 935 CMR 500.110(4)(a) and (b), the Marijuana Establishment shall have a back-up alarm system, with all capabilities of the primary system, provided by a company supplying commercial grade equipment, which shall not be the same company supplying the primary security system, or shall demonstrate to the Commission's satisfaction alternate safeguards to ensure continuous operation of a security system.
 - m). Access to surveillance areas shall be limited to Persons that are essential to surveillance operations, Law Enforcement Authorities acting within their lawful jurisdiction, police and fire departments, security system service personnel and the Commission. A current list of authorized employees and service personnel that have access to the surveillance room must be available to the Commission on request. If the surveillance room is on-site of the Marijuana Establishment, it shall remain locked and shall not be used for any other function.
 - n). All security equipment shall be in good working order and shall be inspected and tested at regular intervals, not to exceed 30 calendar days from the previous inspection and test.
 - o). Security plans and procedures shared with Law Enforcement Authorities pursuant to 935 CMR 500.110(1)(o) shall include: a description of the location and operation of the security system, including the location of the central control on the Premises, a schematic of security zones, the name of the security alarm company and monitoring company, if any, a floor plan or layout of the facility in a manner and scope as required by the municipality; and, a safety plan for the Manufacture and production of Marijuana Products as required pursuant to 935 CMR 500.101(1)(d)3.c.
 - p). Each licensee shall file an emergency response plan with the Leicester Fire and Police Department
 - q). No Outdoor Marijuana Cultivation establishment shall allow cultivation, processing, manufacture, sale or display of marijuana or marijuana products to be visible from a public place without the use of binoculars, aircraft or other optical aids.
8. In reviewing a special permit under this section the Board shall consider the impact of the proposal on the following:
- 2. Character of the neighborhood to include visual compatibility with surrounding uses.
 - b. Proximity to other licensed marijuana uses to prevent clustering.
 - c. Relationship to surrounding uses to avoid unnecessary exposure to minors.
 - d. Site design and other development related site impacts.
 - e. No odor from marijuana or its processing can be detected by a person with an unimpaired and otherwise normal sense of smell at the exterior of the Marijuana Establishment or at any adjoining use or property, except as allowed under a Special Permit granted to a Marijuana Cultivator, outdoors. Outdoor cultivation of marijuana will implement industry best practice to eliminate any noticeable trace of marijuana odor at the perimeter of property of the cultivator site.
9. Liability Insurance Coverage or Maintenance of Escrow as required in 935 CMR 500(10).

These amendments establish permitting requirements and reasonable regulations for Marijuana Outdoor Cultivators

PROPOSED MOTION

Motion, if any shall be provided by the petitioner.

FINANCE ADVISORY COMMITTEE RECOMMENDATION

SELECTBOARD RECOMMENDATION

VOTE REQUIRED FOR PASSAGE Requires a 2/3rds majority per M.G.L. c. 40A, § 5.

DRAFT

TOWN OF LEICESTER
ANNUAL TOWN MEETING
June 2, 2020

And you are hereby directed to serve this Annual Town Meeting Warrant by posting an attested copy in at least one public place in each precinct of the Town, on the Town Clerk's bulletin board, and on the bulletin board in the front entry of the Town Hall, and also by serving a copy of said Warrant to the Moderator and the Town Clerk, not less than seven (7) days before the 2nd day of June 2020.

Given under our hand and seal of the Town on this _____ day of _____ 2020

Respectfully submitted, Leicester Select Board

Chair _____

Date: _____

Pursuant to above warrant, I have notified and warned the inhabitants of the Town of Leicester by posting a certified copy in the following precincts:

- Precinct 1. Leicester Post Office,
- Precinct 2. Redemption Center/Jan's Beer Mart,
- Precinct 3. Post Office in Rochdale,
- Precinct 4. Leicester Country Bank for Savings;

and on the Town Clerk's bulletin board, in the front entry of the Town Hall, with the Moderator, and with the Town Clerk, not less than seven days before the 2nd day of June, 2020.

Printed Name of Constable

Signature of Constable

CERTIFIED FREE CASH AS OF JUNE 30, 2019: \$1,398,550.00

October 22, 2019 Fall Special Town Meeting	Free Cash	
Article 1 – Prior Years Bills	-\$36.00	
Article 2 – Transportation Infrastructure Fund	-\$599.50	
Article 3 – Local match – Regional Fire Training Facility	-\$4,338.00	
Article 6 – Funding Police detail account	-\$1,527.00	
Article 10 – Funding an Economic Development Position	-\$29,167.00	
Article 11 – Capital Improvements	-\$111,700.00	
Subtotal: Free Cash Appropriated at STM	-\$147,367.50	
Remaining Free Cash	\$1,251,182.50	
June 2, 2020 Annual Town Meeting	Free Cash	Employee Benefit Funds
Available Balances	1,251,182.50	490,000.00
School Budget		24,000.00
Total Available Funds	1,251,182.50	514,000.00
Article 2 – Reserve Fund		28,000.00
Article 2 – Snow and Ice		48,758.00
Article 2 – Accounting Salaries		3,000.00
Article 2 – Accounting Wages		2,115.00
Article 2 – Treasurer/Collector Wages		2,119.00
Article 2 – Town Hall Fuel		12,000.00
Article 2 – Highway Wages		24,000.00
Article 2 - Recycling Center		20,000.00
Article 2 - Vocational School Tuition		22,008.00
Article 3 - Kaboom Grant	40,000.00	
Article 4 - Highway Maintenance	36,113.00	13,887.00
Article 5 - Fire Maintenance		20,911.00
Article 6 - Police Maintenance		34,905.00
Article 7 - Schools		125,000.00
Article 8 – Emergency Preparedness	13,000.00	17,000.00
Article 9 - Veteran's Memorials	6,350.00	
Article 13 – FY 2021 Budget	216,887.00	
Article 18 - Stormwater		40,000.00
Article 19 - Landfill		12,001.00
Article 21 Capital Improvement Plan (Ariel scope Payment 4 of 5)	90,081.00	
Article 21B Capital Improvement Plan (Station 2 Roof)		42,378.00
Article 22 Town Owned Dams		7,000.00
Article 23 Hillcrest Architectural Study		10,000.00
Remaining Balance	847,277.32	34,098.00

Proclamation

of the Leicester Select Board

WHEREAS, the citizens of Leicester value their health and mental health and that of their families; therefore, they are proud to support observances such as Children's Mental Health Week; and

WHEREAS, 17% of children and youth (ages 6-17) live with a mental health condition and 50% of all lifetime instances of mental illness begin before age 14; and even some children and youth with the most intense needs and some who are insured may not receive services; and

WHEREAS, children and youth with mental health needs in elementary, middle and high school are more likely to be bullied, absent, suspended, expelled or fail to graduate; and

WHEREAS, recognizing the early warning signs of mental health needs and obtaining the necessary support, assistance and treatment gives children and youth better opportunities to lead full and productive lives at home, in schools, and in their communities; and

WHEREAS, the involvement and partnership of family members in the assessment and treatment of children and youth is essential to positive outcomes; and

WHEREAS, our nation's future depends on the health and well-being of its families and their children; and

WHEREAS, Children's Mental Health Week was developed by families of children with emotional, behavioral and mental health needs, to focus on the needs of their children and families; in celebrating this year's theme: "Vision for Health and Happiness" it is fitting to increase public awareness among all Leicester residents of this important issue;

THEREFORE, the Leicester Select Board do hereby proclaim May 3-9, 2020 as Children's Mental Health Week.

IN WITNESS THEREOF, *this 27TH day of April 2020*

Sandra Wilson, Chair

Harry Brooks, Vice-Chair

Rick Antanavica, 2nd Vice-Chair

Dianna Provencher, Member

John Shocik, Member

LEICESTER SELECT BOARD

OVERVIEW

In 2017, the Town of Leicester achieved Green Communities designation and received its first Green Communities grant. Having worked with CMRPC to complete the designation grant this previous year, the Town is now seeking funding for the following energy conservation measures:

- Project 1) Streetlight LED Retrofit Phase 2 (\$130,292)
- Project 2) Leicester Senior Center – Interior and Exterior LED Lighting (\$22,405)
- Project 3) Leicester Senior Center – Weatherization (\$19,553)
- Project 4) Leicester High School – Weatherization (\$19,065)
- CMRPC Grant Administration (\$8,685)

PROJECT NARRATIVE

Project 1: Streetlight LED Retrofit Phase 2

Scope

- Purpose: At Leicester Town Hall, there is a history of cold floors and frozen pipes in the bathroom. The crawl space below the bathroom is poorly insulated. The proposed project consists of removing deteriorated insulation, and air sealing and insulating the band joist and crawl space walls. It includes installation of a vapor barrier to decrease humidity levels in the area.
- Benefits: The proposed project will save the Town significant dollars through energy savings. This measure will finish the town wide streetlight retrofit project and provide brighter lights for increased community and safety benefit while reducing energy use and costs associated with utility bills and maintenance.
- Timeline: The Town is prepared to implement the project upon award of funding. The project will be completed by December 31, 2020.
- Procurement: Leicester will contract out for a project manager by soliciting at minimum three written quotations to qualified vendors using the M.G.L. c. 30B procurement process. For the materials, the Town will solicit quotes from vendors on an existing blanket state contract for streetlights. (FAC 100 Category 2). The town will solicit bids for the installation work through the M.G.L. c. 30B procurement process.
- Anticipated Impact: The proposed project will save 69,549 kWh of electricity and \$14,695 per year.
- Five-Year Energy Reduction Plan: In baseline year 2015, Leicester utilized 34,577 MMBtus. The proposed measure will reduce the Town's overall energy use by 237 MMBtus or 0.69 percent.
- Grant funding need: In this era of fiscal constraint, towns must balance beneficial capital improvements with non-negotiable expenses such as emergency and educational services. Leicester, like many municipalities, lacks the funding to undertake important energy conservation measures. Green Communities funding will make this important project possible.

- Permits and approvals: The streetlight project will not require any permit or approval by any government or company body. The streetlights have already been purchased by the Town and the Police Department has agreed to provide detail services during installation.
- Opportunities for education and outreach: Leicester has been publicizing their Green Energy efforts through social media, their Town website, and the local news media. Additional outreach may be done through open houses or ribbon cutting events.

Accounting and Proposed Budget

- Total cost: The total installed cost of the proposed project is \$147,679.
- Other sources of funding: An incentive from National Grid in the amount of \$17,387 has been estimated. Leicester requests Green Communities grant funding to cover the remaining project cost (\$130,292).
- Justification for administrative costs: Leicester employs a limited number of municipal staff, most of whom serve multiple roles. External administrative assistance is necessary. Allocating a percentage of grant funds to an outside administrator will enable Leicester to complete its competitive projects in a timely, efficient manner.

Applicant and Project Team

- Description of applicant and project team and its qualifications for completing the project, including all partners, contractors, and any technical service providers:
 - The Town of Leicester is a community of just over 11,000 residents. Despite a limited number of municipal employees, the Town has positioned itself as a regional leader in energy efficiency. Leicester achieved Green Communities designation in 2017, and has continued to make strides with their green projects. The Town has recently completed their designation grant on projects including energy efficiency improvements to the Highway Department and the first phase of their streetlight retrofit project. Leicester's administrators, staff, and residents are eager to continue greening municipal operations.
 - CMRPC will administer Leicester's Competitive grant. As the Region's designated planning entity, CMRPC serves the town of Leicester and the thirty-nine (39) surrounding communities. CMRPC's energy team has helped numerous towns achieve Green Communities designation and meet grant reporting requirements. CMRPC assisted the Town with the completion of their designation grant and has helped upkeep the Town's MEI account and helped complete their annual report.
 - Light Smart helped the town with project management services for the first phase of the Town's retrofit project. Based out of North Carolina, they originally were contracted through a regional procurement process from MAPC and will continue to work with the Town to complete the second and final phase of the project.

- Specific roles and responsibilities of each party: The Town will provide access and coordinate installation of projects. It will also present invoices to the authorizing authority and issue payments. Light Smart will provide project management of the project, and a contractor procured through a sealed bid process will provide the installation of the streetlights. CMRPC will administer the Town's competitive grant.
- Day-to-day Management: As Grant Administrator, CMRPC will provide day-to-day management for the grant. This will include submitting reports, invoices, and other documentation to DOER; ensuring timely completion of all projects; managing the budget; and troubleshooting issues.

PROJECT NARRATIVE

Project 2: Leicester Senior Center Interior & Exterior Lighting

Scope

- Purpose: The Leicester Senior Center was built in 2000 and has had little renovations in its current use. The lighting in the building is comprised of existing fluorescent and other energy inefficient bulbs and fixtures.
- Benefits: The proposed project will save the Town significant dollars through energy savings. This measure will provide brighter lighting and a comfortable environment for the seniors while saving money through utility and maintenance fees. These measures will also help protect the longevity of the services offered at the facility.
- Timeline: The Town is prepared to implement the project upon award of funding. The project will be completed by December 31, 2020.
- Procurement: Leicester has solicited the assistance of Guardian Energy. Rather than put project out to bid, Leicester intends to use M.G.L. c. 25A, §14 to contract directly with Guardian.
- Anticipated Impact: The proposed project will save an estimated 13,620 kWh of electricity and \$2,329 per year.
- Five-year Energy Reduction Plan: In baseline year 2015, Leicester utilized 34,577 MMBtus. The proposed measure will reduce the Town's overall energy use by 46.47 MMBtus or 0.13 percent.
- Grant funding need: In this era of fiscal constraint, towns must balance beneficial capital improvements with non-negotiable expenses such as emergency and educational services. Leicester, like many municipalities, lacks the funding to undertake important energy conservation measures. Green Communities funding will make this important project possible.
- Permits and approvals: The lighting project will not require any permits or town approval.
- Opportunities for education and outreach: Leicester has been publicizing their Green Energy efforts through social media, their Town website, and the local news media. Additional outreach may be done through open houses or ribbon cutting events.

Accounting and Proposed Budget

- Total cost: The total installed cost of the proposed project is \$26,875.
- Other sources of funding: A National Grid incentive for \$4,470 has been pre-approved by the utility. Leicester requests \$22,405 in Green Communities funding to cover the remaining project cost.
- Justification for administrative costs: Leicester employs a limited number of municipal staff, most of whom serve multiple roles. External administrative assistance is necessary. Allocating a percentage of grant funds to an outside administrator will enable Leicester to complete its competitive projects in a timely, efficient manner.

Applicant and Project Team

- Description of applicant and project team and its qualifications for completing the project, including all partners, contractors, and any technical service providers:
 - The Town of Leicester is a community of just over 11,000 residents. Despite a limited number of municipal employees, the Town has positioned itself as a regional leader in energy efficiency. Leicester achieved Green Communities designation in 2017, and has continued to make strides with their green projects. The Town has recently completed their designation grant on projects including energy efficiency improvements to the Highway Department and the first phase of their streetlight retrofit project. Leicester's administrators, staff, and residents are eager to continue greening municipal operations.
 - CMRPC will administer Leicester's Competitive grant. As the Region's designated planning entity, CMRPC serves the town of Leicester and the thirty-nine (39) surrounding communities. CMRPC's energy team has helped numerous towns achieve Green Communities designation and meet grant reporting requirements. CMRPC assisted the Town with the completion of their designation grant and has helped upkeep the Town's MEI account and helped complete their annual report.
 - Guardian Energy is a major player among the State's Project Expeditors. Founded in 2003, Guardian Energy has played a leading role in local utility energy efficiency programs over the last twenty years. Guardian specializes in the analysis, design, installation, and turnkey deployment of comprehensive energy efficiency projects for municipal, institutional and large commercial and industrial accounts.
- Specific roles and responsibilities of each party: The Town will provide access and coordinate installation of projects. It will also present invoices to the authorizing authority and issue payments. Guardian will implement the lighting measures, utilizing additional technical service providers as needed. CMRPC will administer the Town's competitive grant.
- Day-to-day Management: As Grant Administrator, CMRPC will provide day-to-day management for the grant. This will include submitting reports, invoices, and other documentation to DOER; ensuring timely completion of all projects; managing the budget; and troubleshooting issues.

PROJECT NARRATIVE

Project 3: Leicester Senior Center Weatherization

Scope

- Purpose: Leicester Senior Center is affected by unnecessary heat loss. The attic of the center is old and does not have a barrier between the conditioned and heated space and the vented area above the drop down ceiling. Additionally, the attic bypass hatch does have insulation or weather stripping around the perimeter. The proposed project consists of installing an air barrier, insulation, and air sealant. This long-lasting solution will stop the air leakage and allow the insulation to perform as intended.
- Benefits: The proposed project will retain heat while also reducing costs and result in a much more comfortable environment.
- Procurement: Leicester has solicited the assistance of Guardian Energy. Rather than put project out to bid, Leicester intends to use M.G.L. c. 25A, §14 to contract directly with Guardian.
- Anticipated Impact: The proposed project will save 342 kWh of electricity, 362 gallons of heating oil, and \$3,900 per year.
- Five-Year Energy Reduction Plan: In baseline year 2015, Leicester utilized 34,577 MMBtus. The proposed measure will reduce the Town's overall energy use by 51.5 MMBtus or 0.15 percent.
- Grant funding need: In this era of fiscal constraint, towns must balance beneficial capital improvements with non-negotiable expenses such as emergency and educational services. Leicester, like many municipalities, lacks the funding to undertake important energy conservation measures. Green Communities funding will make this important project possible.
- Permits and approvals: The weatherization project at the Senior Center does not require a permit.
- Opportunities for education and outreach: Leicester has been publicizing their Green Energy efforts through social media, their Town website, and the local news media. Additional outreach may be done through open houses or ribbon cutting events.

Accounting/ Proposed Budget

- Total cost: The total cost of the proposed project is \$19,553.
- Other sources of funding: Leicester requests Green Communities funding to cover the full project cost.
- Justification for administrative costs: Leicester employs a limited number of municipal staff, most of whom serve multiple roles. External administrative assistance is necessary. Allocating a percentage of grant funds to an outside administrator will enable Leicester to complete its competitive projects in a timely, efficient manner.

Applicant and Project Team

- Description of applicant and project team and its qualifications for completing the project, including all partners, contractors, and any technical service providers:
 - The Town of Leicester is a community of just over 11,000 residents. Despite a limited number of municipal employees, the Town has positioned itself as a regional leader in energy efficiency. Leicester achieved Green Communities designation in 2017, and has continued to make strides with their green projects. The Town has recently completed their designation grant on projects including energy efficiency improvements to the Highway Department and the first phase of their streetlight retrofit project. Leicester's administrators, staff, and residents are eager to continue greening municipal operations.
 - CMRPC will administer Leicester's Competitive grant. As the Region's designated planning entity, CMRPC serves the town of Leicester and the thirty-nine (39) surrounding communities. CMRPC's energy team has helped numerous towns achieve Green Communities designation and meet grant reporting requirements. CMRPC assisted the Town with the completion of their designation grant and has helped upkeep the Town's MEI account and helped complete their annual report.
 - Guardian Energy is a major player among the State's Project Expeditors. Founded in 2003, Guardian Energy has played a leading role in local utility energy efficiency programs over the last twenty years. Guardian specializes in the analysis, design, installation, and turnkey deployment of comprehensive energy efficiency projects for municipal, institutional and large commercial and industrial accounts.
- Specific roles and responsibilities of each party: The Town will provide access and coordinate installation of projects. It will also present invoices to the authorizing authority and issue payments. Guardian will implement the weatherization measures, utilizing additional technical service providers as needed. CMRPC will administer the Town's competitive grant.
- Day-to-day Management: As Grant Administrator, CMRPC will provide day-to-day management for the grant. This will include submitting reports, invoices, and other documentation to DOER; ensuring timely completion of all projects; managing the budget; and troubleshooting issues.

PROJECT NARRATIVE

Project 4: Leicester High School Weatherization

Scope

- Purpose: The Leicester High School is an old building and has gaps in the insulation which is leading to heat and air loss, particularly around the roof-wall intersection. Exterior flashing and finish details at this area are not constructed to stop air leakage, and combined with interior gaps in the framing between the roof and wall assembly allows for infiltration and exfiltration. The proposed project will install air sealing along these gaps to keep heat and air inside the building.

Town of Leicester 2020 Competitive Project Narratives

- Benefits: The proposed project will retain heat while also reducing costs and result in a much more comfortable environment for staff and students.
- Timeline: The Town is prepared to implement the project upon award of funding. The project will be completed by December 31, 2020.
- Procurement: Leicester has solicited the assistance of Guardian Energy. Rather than put project out to bid, Leicester intends to use M.G.L. c. 25A, §14 to contract directly with Guardian.
- Anticipated Impact: The proposed project will save 1,995 kWh of electricity, 1,393 gallons of oil, and \$4,242 per year.
- Five-Year Energy Reduction Plan: In baseline year 2015, Leicester utilized 34,577 MMBtus. The proposed measure will reduce the Town's overall energy use by 200.5 MMBtus or 0.58 percent.
- Grant funding need: In this era of fiscal constraint, towns must balance beneficial capital improvements with non-negotiable expenses such as emergency and educational services. Leicester, like many municipalities, lacks the funding to undertake important energy conservation measures. Green Communities funding will make this important project possible.
- Permits and approvals: The weatherization project at the High School will not require any permits.
- Opportunities for education and outreach: Leicester has been publicizing their Green Energy efforts through social media, their Town website, and the local news media. Additional outreach may be done through open houses or ribbon cutting events.

Accounting and Proposed Budget

- Total cost: The total installed cost of the proposed project is \$19,065.
- Other sources of funding: Leicester requests Green Communities grant funding to cover the full project cost.
- Justification for administrative costs: Leicester employs a limited number of municipal staff, most of whom serve multiple roles. External administrative assistance is necessary. Allocating a percentage of grant funds to an outside administrator will enable Leicester to complete its competitive projects in a timely, efficient manner.

Applicant and Project Team

- Description of applicant and project team and its qualifications for completing the project, including all partners, contractors, and any technical service providers:
 - The Town of Leicester is a community of just over 11,000 residents. Despite a limited number of municipal employees, the Town has positioned itself as a regional leader in energy efficiency. Leicester achieved Green Communities designation in 2017, and has

continued to make strides with their green projects. The Town has recently completed their designation grant on projects including energy efficiency improvements to the Highway Department and the first phase of their streetlight retrofit project. Leicester's administrators, staff, and residents are eager to continue greening municipal operations.

- CMRPC will administer Leicester's Competitive grant. As the Region's designated planning entity, CMRPC serves the town of Leicester and the thirty-nine (39) surrounding communities. CMRPC's energy team has helped numerous towns achieve Green Communities designation and meet grant reporting requirements. CMRPC assisted the Town with the completion of their designation grant and has helped upkeep the Town's MEI account and helped complete their annual report.
- Guardian Energy is a major player among the State's Project Expeditors. Founded in 2003, Guardian Energy has played a leading role in local utility energy efficiency programs over the last twenty years. Guardian specializes in the analysis, design, installation, and turnkey deployment of comprehensive energy efficiency projects for municipal, institutional and large commercial and industrial accounts.
- Specific roles and responsibilities of each party: The Town will provide access and coordinate installation of projects. It will also present invoices to the authorizing authority and issue payments. Guardian will implement the weatherization measures, utilizing additional technical service providers as needed. CMRPC will administer the Town's competitive grant.
- Day-to-day Management: As Grant Administrator, CMRPC will provide day-to-day management for the grant. This will include submitting reports, invoices, and other documentation to DOER; ensuring timely completion of all projects; managing the budget; and troubleshooting issues.

Building Name and/or Location	Project Name (description) ^[1,7]	Projected Project Completion (month/year) (optional)	Projected Annual Electricity Savings or Generation	Projected Annual Natural Gas Savings	Projected Annual Oil Savings	Propane	Projected Annual Cost Savings ^[2] (\$)	Total Project Cost (\$) ^[4]				Other Grants (please list source in column N) (\$)	Town Contribution (\$)	Simple Payback
			(kWh) ^[2]	(therms) ^[2]	(gallons) ^[2]			Grant Funding (\$) ^[5]	Utility Incentives (\$)					
Town Wide	Streetlight LED Retrofit Phase 2	Dec-20	69,549				\$ 14,695	\$ 147,679	\$ 130,292	\$ 17,387				8.87
Leicester Senior Center	Lighting - Exterior & Interior	Dec-20	13,620				\$ 2,329	\$ 26,875	\$ 22,405	\$ 4,470				9.62
Leicester Senior Center	Building Envelope - New Insulation	Dec-20	342		362		\$ 3,900	\$ 19,553	\$ 19,553	\$ -				5.01
Leicester High School	Building Envelope - New Insulation	Dec-20	1,995		1,393		\$ 4,242	\$ 19,065	\$ 19,065	\$ -				4.49
Grant Administration	Grant Administration		0		0		\$ -	\$ 8,685	\$ 8,685	\$ -				
Town of Leicester		N/A	85,506	0	1,755	0	\$ 25,166	\$ 221,857	\$ 200,000	\$ 21,857	\$ -	\$ -	\$ -	
MMBTU		535.691472	291.746472		243.945			\$	-					
		1.55%												

[1] A municipality may submit proposals for as many projects as it wishes. Projects must comply with all requirements specified in the full guidance document.

[2] Please estimate only the projected direct annual cost and energy savings.

[3] For other fuels, please specify in column header fuel and units (ex: gallons). DOER will perform the calculations for MMBtu and GHGs.

[4] Total project cost = sum of all funding sources (columns J-M)

[5] Please note that the total grant request does not need to equal your total grant allocation at this time. For example, if an audit or engineering study needs to be performed, then this request should be for the cost of that study. A subsequent request should be made to pay for the measures/buildings audited or studied. (Please note: Only audits that are at a minimum an ASHRAE Level 2 audit will be eligible for Green Communities Grant funding.)

[6] Please provide a specific page number/range from the audit or study that provides funding request and project details.

[7] Proposed projects should be completed within approximately one year from contract execution.

ATTACHMENT C – CERTIFICATION OF APPLICATION

The Certification of Application below must be completed, scanned and uploaded as a PDF file.

CERTIFICATION OF APPLICATION

The **Chief Executive Officer** must complete this certification.

I, _____ am authorized to execute said Application on behalf of
_____, the applying municipality and verify that the
information in the Green Communities Competitive Grant Application is true.

[Signature of Chief Executive Officer]

[Title of Chief Executive Officer]

[Date]

NOTE: The Chief Executive Officer is defined as the manager in any city having a manager and in any town having a city form of government, the mayor in any other city, and the board of selectmen in any other town unless some other officer or body is designated to perform the functions of a chief executive officer under the provisions of a local charter or laws having the force of a charter.

Memorandum of Understanding Between

Central Mass Regional Planning Commission and the Town of Leicester
for Regional Energy Planning Assistance

The Town of Leicester hereby agrees to engage the Central Mass Regional Planning Commission (CMRPC) for Regional Energy Planning Assistance, with financial assistance provided to CMRPC by the Massachusetts Department of Energy Resources (DOER) *Regional Energy Planning Assistance* (REPA) program.

CMRPC will provide the following services to the community:

Prepare to become a Green Community: (Maximum \$7,500)

- ☐ Criterion #1- Review existing by-laws and assist in developing new by-law if needed
- ☐ Criterion #3 - For Baseline creation: Set up, review and enter data into MassEnergyInsight
- ☐ Criterion #3 - For 5-year Energy Reduction Plan: help arrange audits, prepare plan
- ☐ Criterion #4 - Drafting of Fuel Efficient Vehicle Policy and/or Vehicle Inventory
- ☐ Consolidate documents in preparation for submitting designation application

For Existing Green Communities: (Maximum \$4,000)

- ✓ Assist with grant application preparation (\$1,500)
- ✓ Assist with Annual Report preparation (\$1,500)
- ☐ Municipal Energy Data Analysis (\$3,000)

Other Technical Assistance:

- ☐ Assist with procurement activities (\$2,500)
- ☐ Non-Green Community clean energy project management (\$3,000)
- ☐ Clean Energy planning (\$3,000)

The Town of Leicester is seeking assistance with the 2020 Annual Report and competitive grant application. The Town has limited staff capacity and requires external assistance with these deliverables. The primary municipal point of contact for Leicester will be Byran Milward, Economic Development Coordinator:

Bryan Milward
Economic Development Coordinator
Town of Leicester
508-859-8559
milwardb@leicesterma.org

Signed: _____
Chief Executive Officer

Date: _____

Signed: _____
Executive Director Agency

Date: _____

**SELECT BOARD MEETING MINUTES
APRIL 6, 2020 AT 6:30PM
VIRTUAL MEETING**

CALL TO ORDER/OPENING

Chairwoman Wilson called the meeting to order at 6:32pm. Chair Sandra Wilson, Vice-Chair Harry Brooks, 2nd Vice-Chair Rick Antanavica, Selectwoman Dianna Provencher, Selectman John Shocik, Student Liaisons Katheryn Stapel and Jacob Stolberg, Town Administrator David Genereux and Assistant to the Town Administrator Kristen Forsberg were in attendance.

1. SCHEDULED ITEMS

a. 6:30pm - Devin Kravitz Memorial 5K Use of Town Roads Request (9/5/20)

A motion was made by Ms. Provencher and seconded by Mr. Brooks to approve the use of Town owned roads for the Devin Kravitz Memorial 5K on September 5, 2020. Roll call: 5:0:0.

2. PUBLIC COMMENT PERIOD

No members of the public provided comment.

3. REPORTS & ANNOUNCEMENTS

a. Student Liaison Reports

The Leicester Public Schools are currently closed.

b. Select Board Reports

The Select Board discussed a variety of topics including staying home, wearing masks in public, the food pantry being open, throw away your trash like gloves, contact State Rep. David LeBoeuf with unemployment issues, the recycling center opening 4/11/20 from 8am-1pm, thanks to the first responders, wash your hands and thanks to those volunteering to staff the recycling center on Saturday.

c. Town Administrator Report

The Town Administrator presented highlights from his written report. A motion was made by Ms. Provencher and seconded by Mr. Brooks to suspend the collection process for real estate, personal property and excise tax until 45 days after the end of the State of Emergency. Roll call: 5:0:0.

4. RESIGNATIONS & APPOINTMENTS

a. Appointment – Highway Truck Driver/Laborer

Mr. Genereux noted that no truck driver/laborer would be hired at this time due to uncertainty surrounding funding following the pandemic. The School Department is paying \$150,000 which was used to hire two full time laborers and will provide two summer laborers at \$12.75/hour instead of a third full time employee. Both the Superintendent of Schools and the Highway Superintendent agree with this plan. Mr. Genereux noted the school fields will remain first priority and that this position could be added back in later if there are not cuts to State Aid in FY22.

b. Appointment – Board of Fire Engineers

A motion was made by Mr. Brooks and seconded by Ms. Provencher to appoint Robert Wilson, Michael Dupuis and Matthew Tebo to the Board of Fire Engineers for a one-year term beginning May 1st. Roll call: 5:0:0.

5. OTHER BUSINESS

a. Discussion and Vote on Closure of Town Fields

Mr. Genereux discussed issues the Police Department is having with regard to large gatherings at Town owned parks. Mr. Genereux recommended closing the basketball hoops, playgrounds and parks until the State of Emergency has been lifted. Police Chief Ken Antanavica recommended closing the parks to keep everyone safe and moving, especially due to small parking lots where keeping 6 feet of separation is not possible. A motion was made by Mr. Antanavica and seconded by Mr. Shocik to close Town owned parks until the State of Emergency has been lifted. Roll call: 4:1:0 (Mr. Brooks opposed).

b. Discussion and Vote on Moving Annual Town Meeting to June 2, 2020

A motion was made by Mr. Brooks and seconded by Mr. Shocik to move Annual Town Meeting to June 2, 2020. Roll call: 5:0:0.

c. Discussion and Vote on Compensation for Non-Essential Personnel

A motion was made by Ms. Provencher and seconded by Mr. Brooks to pay all Town personnel their full salaries, regardless of whether they are considered essential employees and/or working offsite. Roll call: 5:0:0.

d. Cease and Desist – Ernie’s Cars Vehicle Sales and Motor Vehicle Repairs, 517 Main Street

Ms. Forsberg noted that Ernie’s Cars has failed to renew their Class II license for 2020 as they have been nonresponsive to the Fire Inspector’s requests to conduct the required annual inspection. The owner has been notified in writing and via phone of his failure to renew and has had ample opportunities to address this matter since notices were first mailed out in October of 2019. Further, the owner is parking cars in the fire lane and appears to be illegally undertaking motor vehicle repair inside of the building. A motion was made by Mr. Brooks and seconded by Mr. Shocik to issue a cease and desist of all business activities at Ernie’s Cars, 515-517 Main Street in Cherry Valley until the fire inspection is passed and the Class II license is renewed. Roll call: 5:0:0.

e. Swan Tavern Donation (\$1,000) - Leicester Historical Society

A motion was made by Mr. Brooks and seconded by Mr. Shocik to accept a \$1,000 donation from the Leicester Historical Society for the Swan Tavern. Roll call: 5:0:0.

f. Tarentino 5K Use of Town Roads Request (9/20/20)

A motion was made by Ms. Provencher and seconded by Mr. Shocik to approve the use of town owned roads for the Tarentino Strong 5K on September 20, 2020, pending confirmation that this date is acceptable for the schools. Roll call: 5:0:0.

g. Ngrid License – Town Common – Complete Streets Agreement

A motion was made by Ms. Provencher and seconded by Mr. Shocik to execute a license between the Town and National Grid for work to be undertaken on the Town Common, including the placement of anchors, guide wires and braces, as part of the Complete Streets project. Roll call: 5:0:0.

h. FY21 Classification and Compensation Plan

A motion was made by Mr. Antanavica and seconded by Mr. Brooks to accept the revised FY21 Classification and Compensation plan, which creates a new level for the Economic Development Coordinator and the Assistant to the Town Administrator positions. Roll call: 5:0:0.

i. Church Street Bridge Dedication Discussion

A motion was made by Ms. Provencher and seconded by Mr. Shocik to dedicate the Church Street Bridge to Private First Class Eugene Joseph Parenteau, pending State approval. Roll call: 5:0:0.

j. **Amendment – Sergeant Assessment Center Delegation Agreement Extension**

A motion was made by Ms. Provencher and seconded by Mr. Shocik to authorize the Chair to sign an amendment to the Sergeant Assessment Center Delegation Agreement with State Civil Service requesting an extension due to COVID-19. Roll call: 5:0:0.

6. MINUTES

a. **March 23, 2020**

A motion was made by Mr. Brooks and seconded by Ms. Provencher to approve the minutes of March 23, 2020. Roll call: 5:0:0.

The Board discussed the possibility of postponing the Town Election and Mr. Genereux will speak with Town Clerk Debbie Davis regarding this matter.

EXECUTIVE SESSION, MGL CHAPTER 30A, SECTION 21A

a. **Exception #3 – Discuss strategy with respect to litigation (Michael Shivick Correspondence)**

A motion was made by Mr. Brooks and seconded by Mr. Shocik to enter into executive session at 8:18pm under MGL Chapter 30A, Section 21A, Exception 3, to discuss strategy with respect to litigation (Michael Shivick Correspondence). The Chair declared that to discuss these matters in open session would compromise the position of the Town. Roll call: 5:0:0.

A motion to adjourn was made by Mr. Brooks and seconded by Ms. Provencher at 9:13pm. Roll call: 5:0:0.

**SELECT BOARD MEETING MINUTES
APRIL 13, 2020 AT 5:30PM
VIRTUAL MEETING**

CALL TO ORDER/OPENING

Chairwoman Wilson called the meeting to order at 5:36pm. Chair Sandra Wilson, Vice-Chair Harry Brooks, 2nd Vice-Chair Rick Antanavica, Selectman John Shocik, Town Administrator David Genereux and Assistant to the Town Administrator Kristen Forsberg were in attendance. Selectwoman Dianna Provencher was absent from open session but attended executive session.

1. OTHER BUSINESS

- a. **Discussion and Vote on local option to extend due dates of property taxes under G.L. c. 59, Sections 57 & 57C from May 1, 2020 to June 1, 2020.**

A motion was made by Mr. Brooks and seconded by Mr. Antanavica to extend due dates of property taxes under G.L. c. 59, Sections 57 & 57C from May 1, 2020 to June 1, 2020. Roll call: 4:0:0.

- b. **Discussion and Vote on local option to extend due date for Exemption and Deferral Applications for real property tax under G.L. Chapter 59, Section 59 from April 1, 2020 to June 1, 2020.**

A motion was made by Mr. Brooks and seconded by Mr. Shocik to extend the due date for exemption, abatement and deferral applications for real property tax under G.L. Chapter 59, Section 59 from April 1, 2020 to June 1, 2020. Roll call: 4:0:0.

- c. **Discussion and Vote on local option to waive interest and other penalties for late payment of any excise tax, or any other charge added to a tax, for payments with a due date on or after March 10, 2020 where payment is made after its respective due date but before June 30, 2020.**

A motion was made by Mr. Antanavica and seconded by Mr. Brooks to waive interest and other penalties for late payment of any excise tax, or any other charge added to a tax, for payments with a due date on or after March 10, 2020 where payment is made after its respective due date but before June 30, 2020. Roll call: 4:0:0.

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

- a. **Exceptions 3 & 7 – To discuss strategy with respect to pending litigation pursuant to G.L. c. 30A, §21(a)(3) and (7) and Suffolk Construction v. DCAMM, 449 Mass. 444 (2007) – Fire Station Retention Ponds**

A motion was made by Mr. Shocik and seconded by Mr. Brooks to enter into executive session at 5:46pm under Exceptions 3 and 7, to discuss strategy with respect to pending litigation pursuant to G.L. c. 30A, §21(a)(3) and (7) and Suffolk Construction v. DCAMM, 449 Mass. 444 (2007) – Fire Station Retention Ponds, and not to reconvene in open session. The Chair declared that to discuss this matter in open session would compromise the position of the Town. Roll call: 4:0:0.

A motion to adjourn was made by Mr. Shocik and seconded by Mr. Brooks and 7:14pm. Roll call: 5:0:0.

Executive Session Motion

Board Member 1

I move to go into Executive Session under MGL Chapter 30A, Section 21(a),

Exceptions 3 and 7 – To discuss strategy with respect to pending litigation pursuant to G.L. c. 30A, §21(a)(3) and (7) and Suffolk Construction v. DCAMM, 449 Mass. 444 (2007) – Fire Station Retention Ponds

The Board will not reconvene in open session.

Board Member 2

Second

Chairperson

To discuss these matters in open session would compromise the position of the Town, the Chair so declares.

VOTE BY ROLL CALL