



PUBLIC NOTICE POSTING REQUEST OFFICE OF THE LEICESTER TOWN CLERK

ORGANIZATION: Select Board

MEETING: X

PUBLIC HEARING:

DATE: June 15, 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 by computer, tablet or smartphone using the link below:

<https://global.gotomeeting.com/join/377195661>

Dial in by phone:

(646) 749-3112; Access Code: 377-195-661

CALL TO ORDER/OPENING

1. SCHEDULED ITEMS

- a. 6:30pm – Select Board Reorganization
- b. 6:35pm - Outdoor Business License Application – London's Ice Cream & Sandwich Shoppe- 724 Main St

2. PUBLIC COMMENT PERIOD

3. RESIGNATIONS & APPOINTMENTS

- a. Resignation – Mary Gabrila – Finance Advisory Board
- b. Appointment – Doug Belanger - Recycling Committee
- c. FY21 Appointments to Boards and Committees

4. OTHER BUSINESS

- a. Request to Use Special Education Stabilization Funds for School FY21 Budget
- b. Miscellaneous Donation – Finegold Alexander - \$6200 for Proposed School Engineering Peer Review
- c. Authorize Town Administrator to Sign Extension for State Water/Sewer Study Earmark
- d. Set FY21 Board Meeting Schedule

5. REPORTS & ANNOUNCEMENTS

- a. Town Administrator Report
- b. Select Board Reports

6. MINUTES

- a. June 1, 2020
- b. June 2, 2020
- c. June 8, 2020

ADJOURN



Town of Leicester APPLICATION GENERAL LICENSES

Applicant Information

Applicant Name KIM BACHANT
Applicant Name LONDON'S ICE CREAM + SAND SHOPPE Applicant Phone 508 892-5117
Applicant Email bachantkim@yahoo.com

Business Information

Description of Business POP UP CRAFTS - 6-10 CRAFTS BOOTH. SATURDAYS.
APPROX 10AM - 4PM TO RUN THROUGH SUMMER/FALL

Business Name LONDON'S ICE CREAM + SANDWICH SHOPPE

Corporation Name (if applicable) N/A

Business Address 724 MAIN ST CHERRY VALLEY MA 01011

Mailing Address (if different) _____

Business Phone 508 892 5117 Business Email N/A

License(s) Requested (check all that apply)

- | | |
|---|--|
| <input type="checkbox"/> Common Victualler (\$35) | <input type="checkbox"/> Games (\$35 per game) # _____ |
| <input type="checkbox"/> General Entertainment (\$50) | <input type="checkbox"/> Junk Dealer (\$40) |
| <input type="checkbox"/> Sunday Entertainment (\$125 Town; \$100 State separate check
made out to Commonwealth of Mass) | <input type="checkbox"/> Theatre (\$200) |
| <input checked="" type="checkbox"/> Outdoor Business (\$35; including xmas tree sales) | <input type="checkbox"/> Auctioneer (\$50) |
| <input type="checkbox"/> Temporary Business (\$100/3 days; \$25/per extra day) | <input type="checkbox"/> BYOB (\$15) |

I certify, under the penalties of perjury, that I, to my best knowledge and belief, have filed all state tax returns and paid all state taxes required under law.

KIM BACHANT
Name of Applicant

Kim Bachant
Signature of Applicant

N/A
Name & Title of Corporate Officer (if applicable)

RECEIVED

June 1, 2020

Dear Town Clerk:

2020 JUN -1 PM 2:45

TOWN CLERK'S OFFICE
LEICESTER, MASS.

It is with mixed feelings that I am submitting my resignation from the Leicester Town / Finance / Advisory Board, effective June 30, 2020.

I have served with a great group of knowledgeable and invested individuals which, as a group, did amazing things to assure the well-being of the town and its citizens.

It shows how much could be done with a group of people all aiming for the same goal.

I will miss my board and others I have worked with the town all these years, but be assured all the memories are good ones.

Sincerely

May M. Gburek

June 1, 2020

c.c. Advisory Board

c.c. Board of Selectmen

RECEIVED JUN - 2 2020

**Doug Belanger
13 Harberton Dr.
Leicester, MA 01524
508 726-7911**

May 15, 2020

Dear Select Board Members,

Please be advised that in addition to the enclosed appointment request forms, I have been serving as a volunteer at the recycling center since it's reopening.

If an additional form needs to be completed, please forward accordingly.

*Thank you,
Doug Belanger*

RECEIVED MAY 19 2020

X

FY21 REAPPOINTMENTS – SB Mtg 6/15/20

AGENTS TO SELECT BOARD (1 Yr)

Chief Kenneth Antanavica
Lt. Paul Doray
Sgt. Michael Fontaine
Sgt. Alexander Samia
Sgt. Craig Guertin

AGRICULTURAL COMMISSION (3 Yrs)

Dianna Provencher

CAPITAL (1 Yr)

Brian Cooper, School Rep

CENTRAL MA REG'L PLANNING COMMISSION (1 Yr)

Dennis Griffin

CODE INSPECTION SERVICES (1 Yr)

Matthew McCue

COUNCIL ON AGING (3 Yrs)

Lucille Jacques

CODE INSPECTION SERVICES (1 Yr)

Ronald Valinski, Jr.
Matthew McCue

ECONOMIC DEVELOPMENT (1 YR)

Adam Menard
Sarah Miller

EMERGENCY PLANNING (1 Yr)

Brian Cooper - Transportation
Dennis Griffin – Public Works
Sgt. Craig Guertin, LPD
Dianna Provencher – Community Grps

HEALTH INSURANCE ADVISORY (1 Yr)

Brian Knott – Hwy
Joanne Hovagimian – LPS
Officer Derrick Ruth - LPD

HISTORICAL COMMISSION (3 Yrs)

Patrick McKeon

KEEP LEICESTER GREEN (1 Yr)

Dennis Griffin

MEMORIAL DAY (1 Yr)

Thomas Brennan
Patrick McKeon

PARKS & RECREATION (1 Yr)

Joanne Petterson-Bernier
Robert Pingeton

ROAD CONVERSION (1 Yr)

Dennis Griffin

RECYCLING (1 Yr)

Barbara Knox
John Marengo
Stephen Monahan
Raymond Rolander

SPECIAL POLICE (1 Yr)

Jeffrey Tebo
Brian Gould
Michael Kemp
Laura Laliberte
Curtis Sampson
David Bousquet
Richard Menard, III
Joseph Fontaine
Joseph Bonczek
Gregory Gaumond
John Bolduc, Jr.
Anthony Simo
Anthony Consiglio
Robert Bousquet
Robert Chabot



Leicester Public Schools
Office of the Superintendent
3 Washburn Square, Leicester, MA 01524
www.leicester.k12.ma.us

Telephone: (508) 892-7040

Fax: (508) 892-7063

To: David Genereux, Town Administrator

From: Cady Maynard, Director of Finance & Operations

Date: June 1, 2020

Re: Special Education Stabilization Fund Expenses FY2021

In an effort to alleviate the deficit for the FY21 Budget, approximately \$123,000 is anticipated to be expended from the Special Education Stabilization Account, originally accepted at the Annual Town Meeting on May 2, 2017 for the provisions of MGL Chapter 40, Section 13E.

In accordance with the law, “[funds shall only be distributed from the reserve funds after a majority vote of the school committee and a majority vote of the board of selectmen or city council...].”

Therefore, at its regularly scheduled meeting on Tuesday, March 9, 2020, the School Committee voted to authorize the use of those funds for FY21 expenditures, and ultimately move forward a request for a subsequent vote of the Select Board.

FY21 Proposed Meeting Dates

**Meetings begin at 6:30pm in the Select Board Conference Room unless otherwise indicated*

June 29, 2020 (virtual meeting)

July 20, 2020 (location TBD)

August 17, 2020 (location TBD)

September 14, 2020 (location TBD)

September 26, 2020 (Possible School Special Town Meeting, location TBD, additional meeting likely needed 14 days prior for warrant posting)

October 5, 2020

October 13, 2020 (Possible Fall Special Town Meeting, location TBD)

October 19, 2020

November 2, 2020

November 16, 2020

December 7, 2020

December 21, 2020

January 4, 2021

January 25, 2021

February 8, 2021

February 13, 2021 (Saturday Budget Meeting, 9:00am, Leicester Senior Center)

February 22, 2021

March 8, 2021

March 22, 2021

April 5, 2021

April 26, 2021

May 3, 2021

May 4, 2021 (Annual Town Meeting)

May 17, 2021

June 7, 2021

June 21, 2021



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

June 11, 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 June 11, 2020.

Citizen issues: Topics discussed with various citizens.

- ☐ Significant time was spent on correspondence regarding the proposed new school
- ☐ Furnished information with a resident regarding a vacant lot at Waite pond
- ☐ June 29th.

Meetings:

- ☐ Attended a School Committee meeting on June 8
- ☐ Attended and spoke at the new school community meeting on June 10
- ☐ Attended a virtual meeting for removal of trees on Washburn

Activities:

- ☐ Finalized the contract for PJ Albert to pave the west parking lot at Town Hall. Reclamation and paving will begin on June 12.
- ☐ Submitted two recycling grants totaling \$10,000. There is a general program grant for \$1,000, and a another opportunity for funding of two grants for replacement sheds.
- ☐ Submitted for FEMA reimbursement totaling \$92,226.19, and a CARES act grant totaling \$225,396. These grants are for current and prospective COVID-19 expenses.
- ☐ Six trees were removed from the Common on June 11. There will be smaller flowering trees planted as replacements during the Complete Streets construction.
- ☐ Still working on issues concerning the Worcester Health Alliance. We are going to receive the contract shortly for services through September.
- ☐ Working to get the \$100,000 earmark extended for the water/sewer study. We believe that we have a much better chance of it, having furnished the CHO of DEP with needed documentation.
- ☐ Started work with the water/sewer superintendents on the proposals submitted for the study. We are meeting again on Tuesday 06/16.

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

SELECT BOARD MEETING MINUTES
JUNE 1, 2020 at 6:31pm
VIRTUAL MEETING

CALL TO ORDER/OPENING

Chairwoman Wilson called the meeting to order at 6:31pm. 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 – Discussion and/or Vote – Reopening Parks

A motion was made by Mr. Antanavica and seconded by Ms. Wilson to open town parks in accordance with the Governor's guidelines. Roll call: 4:0:0.

b. 6:35pm – Outdoor Business License Application – London's Ice Cream & Sandwich Shoppe, 724 Main St.

This item was passed over

c. 6:45pm – Worcester Regional Public Health Alliance Intermunicipal Agreement Discussion and/or Vote

The Select Board and Board of Health discussed the agreement with the Worcester Regional Public Health alliance which has been in effect since 2014. The Town was looking at potential layoffs post-recession and decided to regionalize public health services to save funds. The current agreement expires June 30, 2020. The City of Worcester does not wish to renew the contract due to personnel changes on their end and concerns over whether their services are a good fit for the Town. The City agreed to give Leicester a three-month extension due to the pandemic at a pro-rated cost for services the town uses most. It was noted that the Leicester school nurses have been doing contact tracing for several months now using State funds. A motion was made by Mr. Shocik and seconded by Mr. Brooks to sign the three-month extension and direct the Town Administrator to continue the discussions regarding a potential three-year agreement with the City. Roll call: 5:0:0.

2. PUBLIC COMMENT PERIOD

No members of the public provided comment

3. REPORTS & ANNOUNCEMENTS

a. Student Proclamation

A motion was made by Mr. Antanavica and seconded by Ms. Provencher to sign a proclamation for Student Liaison Katheryn Stapel for her service to the Select Board for two years. Roll call: 5:0:0.

b. Student Liaison Reports

The Student Liaisons provided updates from the Leicester Public Schools.

c. Select Board Reports

The Select Board discussed a variety of topics including ringing the bell at the Rochdale fire station on the first Saturday of each month to honor first responders, nurses, etc., overflowing collection boxes, potentially fraudulent unemployment communications and claims, thank you to the Memorial Day Committee, Town Meeting tomorrow evening at 7pm in the High School Gym, Annual Town Election on June 9th from 12-7pm in

the Town Hall Gym, the opportunity to vote by mail, stimulus checks may come in the form of a visa debit card in a nondescript envelope and the Recycling Center is open again normal hours taking most items.

d. Town Administrator Report

The Town Administrator presented highlights from his written report.

4. RESIGNATIONS & APPOINTMENTS

None

5. OTHER BUSINESS

a. Annual Town Meeting Discussion and Assign Motions

The Chair assigned the reading of the motions for Annual Town Meeting. The Board agreed to hold off on the sale of Memorial School until action is taken on the proposed new school in the fall.

b. FY21 Appointments to Boards and Committees

A motion was made by Ms. Provencher and seconded by Mr. Brooks to approve the list of FY21 reappointments as presented. Roll call: 5:0:0.

c. Authorization of Chair to Sign Letters of Support for CDBG and MVP grants

A motion was made by and seconded by Mr. Brooks and seconded by Mr. Antanavica to authorize the Chair to sign letters of support for the CDBG and MVP grants. Roll call: 4:0:1 (Ms. Provencher abstained).

d. Update on Water/Sewer Consultant RFP Process

Mr. Genereux stated that five proposals were received and will be reviewed by a group including the water superintendents. The study will be funded by a \$100,000 Federal Economic Development Assistance grant and a \$100,000 State earmark. Mr. Genereux is working with DEP and the State legislators to obtain an extension for the State earmark which expires June 30, 2020.

e. Authorize Town Administrator to Award and Sign Town Hall Paving Contract (Bid Closing June 2, 2020)

A motion was made by Ms. Provencher and seconded by Mr. Brooks to authorize the Town Administrator to award and sign the Town Hall paving contract. Roll call: 5:0:0.

f. Contract Amendment #4 – VHB –Fire & EMS Headquarters Stormwater Basin Engineering Review

A motion was made by Mr. Brooks and seconded by Mr. Shocik to authorize the Chair to sign amendment #4 to the VHB contract for stormwater basin engineering at the Fire & EMS Headquarters. Roll call: 5:0:0.

g. Albert Southwick 100th Birthday

A motion was made by Ms. Provencher and seconded by Mr. Brooks to issue a certificate of honor for Al Southwick's 100th birthday. Roll call: 5:0:0.

h. Town Administrator Evaluation

Ms. Wilson presented the aggregate results from Mr. Genereux's Annual Town Administrator Evaluation. Mr. Genereux met or exceeded expectations in every category. A motion was made by Mr. Antanavica and seconded by Mr. Shocik to hold off on making a decision about Mr. Genereux's raise until the fall due to COVID-19 budget concerns. Roll call: 5:0:0.

6. MINUTES

a. May 18, 2020

A motion was made by Mr. Brooks and seconded by Ms. Provencher to approve the minutes of May 18, 2020.
Roll call: 5:0:0.

A motion to adjourn was made by Mr. Brooks and seconded by Mr. Antanavica at 8:23pm. Roll call: 5:0:0.

SELECT BOARD MEETING MINUTES
JUNE 2, 2020 at 6:00PM
TOWN HALL, SELECT BOARD CONFERENCE ROOM

CALL TO ORDER/OPENING

Chairwoman Wilson called the meeting to order at 6:30pm. Chair Sandra Wilson, 2nd Vice-Chair Rick Antanavica, Selectwoman Dianna Provencher, Selectman John Shocik, Town Administrator David Genereux and Assistant to the Town Administrator Kristen Forsberg were in attendance. Selectman Harry Brooks was not in attendance.

1. Discuss Annual Town Meeting Warrant Articles

No items were discussed

2. Recess to Annual Town Meeting

A motion was made by Ms. Provencher and seconded by Mr. Shocik at 6:31pm to recess to Annual Town Meeting and to adjourn at the loss of a quorum. Roll call: 4:0:0.

SELECT BOARD MEETING MINUTES
JUNE 8, 2020 at 6:30pm
TOWN HALL, SELECT BOARD CONFERENCE ROOM

CALL TO ORDER/OPENING

Chairwoman Wilson called the meeting to order at 6:30pm. 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 – Outdoor Alcohol Sales Applications

• Request for Expansion of Outdoor Alcohol Sales Area – Barber’s Crossing – 861 Main Street

A motion was made by Mr. Brooks and seconded by Ms. Provencher to approve the application from Barber’s Crossing for expanded outdoor alcohol sales contingent upon meeting all state and local requirements. Roll call: 5:0:0.

• Request for Expansion of Outdoor Alcohol Sales Area – Leicester Country Club – 1430 Main Street

A motion was made by Mr. Antanavica and seconded by Ms. Provencher to approve the application from Leicester Country Club for expanded outdoor alcohol sales contingent upon meeting all state and local requirements. Roll call: 5:0:0.

• Request for Outdoor Alcohol Sales – Eller’s – 190 Main Street

A motion was made by Mr. Brooks and seconded by Mr. Shocik to approve the application from Eller’s for outdoor alcohol sales contingent upon meeting all state and local requirements. Roll call: 5:0:0.

• Request for Expansion of Outdoor Alcohol Sales Area – Eagles Club – 850 Main Street

A motion was made by Mr. Brooks and seconded by Ms. Provencher to approve the application from the Eagles Club for expanded outdoor alcohol sales contingent upon meeting all state and local requirements. Roll call: 5:0:0.

• Request for Outdoor Alcohol Sales – Northeast Pizza – 1205 Main Street

A motion was made by Ms. Provencher and seconded by Mr. Brooks to approve the application from Northeast Pizza for outdoor alcohol sales contingent upon meeting all state and local requirements. Roll call: 5:0:0.

• Request for Outdoor Alcohol Sales – Hillcrest Country Club – 325 Pleasant Street

Can’t use enclosed patio

A motion was made by Mr. Antanavica and seconded by Mr. Brooks to approve the application from Hillcrest Country Club for outdoor alcohol sales contingent upon meeting all state and local requirements. Roll call: 5:0:0.

2. OTHER BUSINESS

a. Memorial School Discussion

Mr. Genereux discussed questions that have arisen regarding the Memorial School since Town Meeting including the purported two-year window for reopening the school. The Town’s zoning bylaws require any building that is not used for more than two years to comply with current code requirements with respect to ADA, sprinklers, etc. However, this bylaw does not apply to municipal or educational buildings. The Memorial School was closed

due to a nearly \$700,000 budget deficit. The school chose to move from a four-building system to a three-building system rather than laying off teachers. The School Building Committee looked at all school buildings and recommended putting up one K-8 building to avoid repairs to the elementary and middle schools which have significant facility issues. Memorial School is a vacant town building which has been decommissioned as a school. Mr. Genereux noted that if the new school is voted down, the only option is to repair the elementary and middle schools with or without MSBA assistance.

A motion to adjourn was made by Mr. Brooks and seconded by Ms. Provencher at 7:29pm. Roll call: 5:0:0.