

PUBLIC NOTICE POSTING REQUEST OFFICE OF THE LEICESTER TOWN CLERK

ORGANIZATION: Select Board

MEETING: X

PUBLIC HEARING:

DATE: July 5, 2022

TIME: 5:00pm

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

REQUESTED BY: Kristen L. Forsberg, Assistant Town Administrator

*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***

<https://meet.goto.com/521378053>
[+1 \(571\) 317-3122](tel:+15713173122); Access code: 521-378-053

CALL TO ORDER/OPENING

1. PUBLIC COMMENT PERIOD

2. REPORTS & ANNOUNCEMENTS

- a. Student Liaison Reports
- b. Report of the Town Administrator's Office
- c. Select Board Reports

3. RESIGNATIONS & APPOINTMENTS

- a. Resignation – Advisory Committee – Bonita Keefe-Layden
- b. Resignation – Assistant to the Town Administrator – Janine Drake
- c. Retirement – Police Lieutenant – Paul Doray (effective July 10, 2022)
- d. Appointment – Special Police Officer – Lt. Paul Doray (effective July 25, 2022)
- e. FY23 Board & Committee Reappointments
- f. FY23 Select Board Board/Committee & Liaison Positions

4. OTHER BUSINESS

- a. Accept Senior Center Donation
- b. Discuss/Vote Use of School-Designated Becker Buildings by Outside Groups
- c. Discuss/Vote on Surplus Becker Items – Ballerina Statues (Historical Commission Request)
- d. Discuss/Vote on Procedure for Town Departments to Remove Becker Items
- e. Discuss/Vote on Permitting Parking on Washburn Square for Town Meetings, Town Elections and Concerts on the Common

5. MINUTES

- a. June 21, 2022
- b. June 22, 2022
- c. June 30, 2022

ADJOURN



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

06/30/22

To: Select Board
From: David Genereux, Town Administrator
RE: Report of the Town Administrator's Office

The following is a report on the general activities of the Town Administrator through June 30, 2022.

Becker College

- Awaiting changes to current survey lines on the Becker Properties south of the main campus. DG
- No responses to the Becker Vet Clinic/Dormitories RFP were received. There is still interest in the properties, but the group looking at the clinic needs to contract with a veterinarian before they are ready to bid, and the veteran's group needs to line up additional funding and would like to discuss the terms of the RFP. I will be meeting with them in mid-July DG
- Toured the Campus with an architect to contract for plans and specks for ADA access, bathroom remodeling, and installation of lifts. I expect a proposal in two weeks. DG
- Working on the website to add public information sheets on the Becker project. They should be up next week. DG
- Completed electrical panel upgrades at Marsh Hall as required by insurance KR
- Addressed a shower issue in Berkshire with current tenant – plumber needed to snake the drain KR

Economic Development/Businesses

- Worked with G&L Auto to relocated their used car sales business from 449 Main Street to 803 Main Street KR
- Researched business permit licensing process with several other Towns KR

Citizen issues

- Working on the Tobin Road dog complaint. I reached out to the dog owners to clarify the Board's vote. They are well aware that they have to hold the dogs on a leash themselves when the dogs are outside the house. DG
- Discussed the South Court pole relocation public hearing with two residents KR
- Turned off water at Towtaid cemetery after reports of water theft. Water is only used once or twice per year by highway during burials and CVRWD will turn it on for those events KR
- Reached out to David LeBoeuf regarding a resident request for a blinking light at the crosswalk on Paxton Street across from the Fire & EMS HQ

Grants

- PARC/Shared Winter Streets grant project at Towtaid has been inspected and approved; continued to work on project closeout DG KR
- Worked with the Historical Commission on the State earmark for Swan Tavern KR
- Closed out two DEP recycling grants used to purchase a shed at the recycling center KR

Meetings

- Met with Police Union regarding collective bargaining matters on 6/28 DG
- Conducted interviews for the Highway and Treasurer/Collector Department Assistant positions DG KR

Financial/Budgetary

- Collected \$25,000 payment for surplus Ambulance 1. It has been picked up KR
- Discussed proposed EOY transfer with EMS Director DG KR
- Processed PACN forms for employees FY23 COLAs DG

Human Resources

- Now working on recruitments for Assistant to the Town Administrator, Highway Department Assistant, and Treasurer/Collector Department Assistant DG KR
- Onboarded new select board member KR DG

Misc

- The sign ordered for Community field will be picked up and installed on Tuesday DG
- Worked with Board Chair and members to prepare draft FY23 Liaison list KR
- Assisted highway department with invoices, budget and grant matters KR JD
- Worked on end of year closeout of budget accounts KR

**Note: Janine provides administrative support for all activities in the office*

RECEIVED JUN 21 2022

702P

Bonita J. Keefe-Layden

May 11, 2022

Via Hand Delivery

Leicester Town Administrator

3 Washburn Square

Leicester, MA 01524

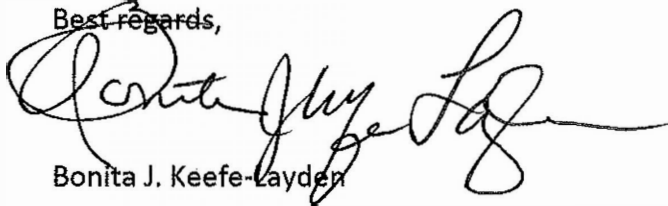
Attn: Chair of the Select Board, Chair of the Finance Advisory Board, Town Moderator

Dear Committee Chairs,

Thank you for the opportunity to serve the town of Leicester for the past 20 years. I am writing to inform you of my decision to resign from my board position on the Finance Advisory Board, effective on the date that my tenure expires on June 30, 2022.

It has been a pleasure being an active member of our vibrant community. I wish for many future successes in the leadership of the town of Leicester.

Best regards,



Bonita J. Keefe-Layden

June 27th, 2022

Town of Leicester
Town Administrator
Mr. David Genereux
3 Washburn Square
Leicester MA 01524

Dear David,

Effective today, Monday, June 27th, 2022, I'm rendering my two weeks notice to you at the Town Administrator/Select Board office. My official last day will be Thursday, July 7th, 2022.

After much consideration, I have chosen to pursue a different career path. I would like to thank you for giving me the opportunity to work with you at the Leicester Town Hall. I learned a great deal from you and will take that knowledge with me.

Sincerely yours,



Janine C. Drake



Leicester Police Department
90 South Main Street
Leicester, MA 01524



Chief
Kenneth M. Antanavica
antanavicak@leicesterpd.org

www.leicesterpd.org

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

June 29, 2022

To: Mr. David Genereux
Town Administrator

Select Board
Town of Leicester

From: Kenneth Antanavica
Chief of Police

Re: Special Police Officer Appointment:

The LPD is requesting Lt. Paul Doray be appointed a Special Police Officers effective on July 25, 2022 which is two weeks after his retirement on July 10, 2022 per Worcester County Retirement system.

Respectfully requested,

Kenneth Antanavica
Chief of Police

Inquiry Reponse Yes

Board Name

AGRICULTURAL COMMISSION

* AGRICULTURAL COMMISSION

AGRICULTURAL COMMISSION

ANIMAL CONTROL OFFICER

Architectural District Commission

Architectural District Commission

CENTRAL MASS RESOURCE RECOVERY COMMITTEE

CHIEF PROCUREMENT OFFICER

CIPC - THREE YEAR TERMS

CODE INSPECTION SERVICES

CODE INSPECTION SERVICES

CODE INSPECTION SERVICES

CODE INSPECTION SERVICES

CONSERVATION COMMISSION

CONSERVATION COMMISSION

CONSTABLES

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ECONOMIC DEVELOPMENT COMMITTEE

ECONOMIC DEVELOPMENT COMMITTEE

HEALTH INSURANCE ADVISORY COMMITTEE

AppName

Heidi Cooper

Kim L Miczek

Matthew M Soojian

Patricia Dykas

Joseph D Lennerton, III

Kathleen M Wilson

David Genereux

David Genereux

Kurt Parliment

John P Dolen

John Markley

Matthew Poce

Ronald Valinski, Jr.

James A Cooper

JoAnn Schold

Kenneth Antanavica

Matthew Brady

Frank Bulman,III

Paul Doray

Michael Fontaine

Craig Guertin

Gregory J Kemp

Alexander Samia

Barbara Paszuk

Jane S Todd

Ann Marie Walsh-Pierozzi

Erik Duane Lerdal

Adam J Menard

William I Burt Jr

Board Name

HEALTH INSURANCE ADVISORY COMMITTEE

HEALTH INSURANCE ADVISORY COMMITTEE

HEALTH INSURANCE ADVISORY COMMITTEE

HEALTH INSURANCE ADVISORY COMMITTEE

HEALTH INSURANCE ADVISORY COMMITTEE

HISTORICAL COMMISSION

KEEP LEICESTER GREEN COMMITTEE

* MEMORIAL DAY COMMITTEE

MEMORIAL DAY COMMITTEE

MEMORIAL DAY COMMITTEE

MEMORIAL DAY COMMITTEE

MEMORIAL DAY COMMITTEE

PARKING & TICKETS HEARING OFFICER

PARKS & RECREATION COMMITTEE

* PARKS & RECREATION COMMITTEE

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RECYCLING COMMITTEE

AppName

Elizabeth A Cooper

Kimberly Ferdella

Judith C Ivel

Diane L Moffat

Betsy Olivo

J. Donald Lennerton, Jr.

Janice M Parke

Paul Lemerise

J. Donald Lennerton, Jr.

Mark B McCue

Patrick M McKeon

Bruce W Swett

Gwendolyn Wilcox

Paul A Fontaine

Jessica Margadonna *Alternate*

Leonard G Margadonna

Nancy Ortiz

Joanne Petterson-Bernier

Robert P Pingeton

Rebecca Benoit

James T Buckley

Arthur F Croteau, Jr.

Ruth L Kaminski

Barbara E Knox

John Marengo

Sharon J Nist

David C Parke

Janice M Parke

Kurt Parliment

Maureen A Whitney

Sandra M Wilson

Board Name

RIGHT -TO-KNOW OFFICER

TOWN COUNSEL

VETERANS' GRAVES REGISTRATION OFFICER

ZONING BOARD

ZONING BOARD OF APPEALS-ALTERNATES

AppName

David Genereux

Petrini & Associates

Bruce W Swett

James A Reinke

Richard D Johnston

Inquiry Reponse No Response

Board Name

AGRICULTURAL COMMISSION

BY-LAW COMMITTEE

CODE INSPECTION SERVICES

CODE INSPECTION SERVICES

CODE INSPECTION SERVICES

ECONOMIC DEVELOPMENT COMMITTEE

ECONOMIC DEVELOPMENT COMMITTEE

HISTORICAL COMMISSION

MEMORIAL DAY COMMITTEE

PARKS & RECREATION COMMITTEE

PARKS & RECREATION COMMITTEE

RECYCLING COMMITTEE

RECYCLING COMMITTEE

RECYCLING COMMITTEE

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RECYCLING COMMITTEE

AppName

Suzanne Sears

Marjorie A Cooper

Duane G. Amos

Matthew McCue

Kevin Ouelette

Joshua Campbell

Rich Jenkins

Jason D Grimshaw

Matthew Thompson

Joseph J Richardson

Suzanne Sears

Douglas A Belanger

Patricia Daige-Langlois

Joseph J Richardson

Suzanne Sears

Gregory Stephanos

Brian P Whitney

Carl E Wicklund, Jr.

Committee/Board	Select Board Member	Board/Committee Contact
VOTING POSITIONS		
Bark Park	Allen Phillips	Jay Spaulding
Burncoat Park Sports Planning Committee	Dianna Provencher, John Bujak (2)	Dawn Marttila
Burncoat Pond Watershed District	John Bujak	Liz Renzi
Capital Planning Improvement Committee	Herbie Dugan	Lucky Margadonna
Central Mass Regional Planning Commission	John Bujak (3)	Ethan Melad
Commission on Disabilities	Herbie Dugan	Kristen Rubin
Economic Development Committee	Allen Phillips, John Bujak (1)	Alaa Abusalah
Local Emergency Planning Committee	Allen Phillips	Jason Main
MBTA Advisory Committee	Rick Antanavica	Daniel Mueller
Road Conversion Committee	Rick Antanavica	Dennis Griffin
Worcester Airport Advisory Committee (2 members, 3 year terms)	Dianna Provencher	Andy Davis
Worcester County Selectmen's Association	Dianna Provencher	Dianna Provencher
WRTA (1 member, 1 alternate, 3 year terms)	Allen Phillips	Elizabeth Pokoly
Memorial School Disposition Subcommittee	Dianna Provencher	David Genereux
Town Hall Renovations Committee	Rick Antanavica	Kristen Rubin
Open Space & Recreation Plan Update	Dianna Provencher	Alaa Abusalah
INTERNAL LIAISONS		
Animal Control Office	Rick Antanavica	Patty Dykas
Board of Health	Herbie Dugan	Francis Dagle
Conservation Commission	Allen Phillips	Alaa Abusalah
EMS/Fire Departments	Herbie Dugan,	Mike Dupuis
Finance Advisory Committee	Rick Antanavica, John Bujak (4)	Paul Messier
Highway Department	Rick Antanavica, Dianna Provencher	Dennis Griffin
Historical Commission	Dianna Provencher, John Bujak (3)	Joe Lennerton
Human Resources	Allen Phillips, Dianna Provencher	David Genereux
Moose Hill Water Commission	Diana Provencher	Dianna Provencher
Parks & Recreation	Allen Phillips, John Bujak (1)	Bob Pingeton
Planning Board	Dianna Provencher, John Bujak (2)	Alaa Abusalah
Police Department	Allen Phillips, Dianna Provencher	Ken Antanavica
Recycling Comm.	Herbie Dugan,	Jan Parke
School Department	Allen Phillips, Rick Antanavica	Marilyn Tencza
Senior Center/COA	Allen Phillips, Dianna Provencher	Rachelle Cloutier
Zoning Board of Appeals	Rick Antanavica	Alaa Abusalah
EXTERNAL LIAISONS		
Becker	Rick Antanavica	David Genereux
Cedar Meadow District	John Bujak, Herbie Dugan	Michele Cosper
Little League/Girls Softball	Rick Antanavica	Joe Mandella (LL), Dawn Marttila (GS)
Waite Pond Association	Allen Phillips	
Water & Sewer Districts	John Bujak (1), Herbie Dugan	



TOWN OF LEICESTER

Council on Aging

40 Winslow Avenue • LEICESTER, MASSACHUSETTS 01524-1113

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

www.leicesterma.org

June 28, 2022

Everlast Nursery
1894 Main Street
Leicester, MA 01524

Rachelle S. Cloutier, M.Ed.

Director of Elder Affairs

E-mail: cloutierr@leicesterma.org

Attention: Mr. Levon Kachadoorian:

Thank you so very kindly for your generous donation of \$100 to our senior center. On June 17 and because of your donation and the kindness of others in our community, we were able to offer our seniors a wonderful picnic of hot dogs, potato salad and macaroni salad. Other local organization offered ice cream and dessert. It is the generosity of individuals like you that makes it possible for us at this center to offer events where our seniors (many who have been isolated through the virus) to come together and enjoy a meal and reconnect with each other. It truly was heartwarming.

With the support of our Local Cultural Council who paid for the entertainment, this HOT DOG Jamboree was a HIT with our seniors. We are scheduling others soon. Your business along with others in our community did the rest for this event. We wish you the best and should you have a moment, please stop by our center for a visit. It is indeed a very busy and happy place to be. Our seniors call it a "home away from home". Again, thank you.

Sincerely,

Rachelle S. Cloutier, M.Ed.
Director of Elder Affairs

From: jlennerton@aol.com
To: [Genereux, David](#)
Cc: [Rubin, Kristen](#)
Subject: Select-board request
Date: Friday, June 24, 2022 1:34:47 PM

Hi David, thanks for the advice on the phone today, it is much appreciated.
Here is our request for the select-board meeting:

As a follow up to the meeting of the select board on March 21, 2022.

The historical commission was approved to take surplus office furniture and items of historical value from the former Becker Property.

Identified for retention for historical purposes are four bronze statues created by an artist who is a Becker graduate.

Probably viewed by many for their interest as art pieces, they do hold historical significance. Although the commission was able to obtain large collection of items relating to the era of Leicester Junior College, the collection has virtually no items representing the era of Becker Junior/Becker College. With these statues having been on display for several decades, they would be quickly recognizable for many former students who attended Becker College. Subsequently, they would be an easily identifiable item to represent the "Becker era" of Leicester's history.

The commission actually had intended to take possession of the statues prior to the college closing during a short period when college staff worked with the commission to acquire historical items. However this acquisition of items took many days and the college closed before these specific items could be obtained.

The Swan Tavern is hosting a meeting of Becker Alumni on July 8, 2022, and I'm sure the alumni would be very glad to see these items preserved.

Respectfully,
Joe Lennerton
Historical Commission

**SELECT BOARD MEETING MINUTES
JUNE 21, 2022 AT 6:00PM
TOWN HALL, SELECT BOARD CONFERENCE ROOM**

CALL TO ORDER/OPENING

Chair Antanavica called the meeting to order at 6:00pm. Chair Rick Antanavica, Second Vice-Chair Herb Duggan Jr., Selectman Dianna Provencher, Selectman Allen Phillips, Selectman John Bujak, Town Administrator David Genereux and Assistant Town Administrator Kristen Rubin were in attendance.

1. SCHEDULED ITEMS

6:00pm - In Person Appointments

a. Per Diem EMT – Mitchell Robbins

Motion 062122-1a: A motion was made by Ms. Provencher and seconded by Mr. Phillips to appoint Mitchell Robbins as a per diet EMT. Motion carries 5:0:0.

b. Part Time Advanced EMT: Allison Plante

Motion 062122-1b: A motion was made by Ms. Provencher and seconded by Mr. Duggan to appoint Allison Plante as a part time advanced EMT. Motion carries 5:0:0.

c. Part Time EMT: Brian Dalton

Motion 062122-1c: A motion was made by Mr. Phillips and seconded by Mr. Bujak to appoint Brian Dalton as a part time EMT. Motion carries 5:0:0.

d. Full Time EMT: Kaitlyn Mullins

Motion 062122-1d: A motion was made by Ms. Provencher and seconded by Mr. Bujak to appoint Kaitlyn Mullins as a full time EMT. Motion carries 5:0:0.

e. Full Time (40 Hr) Paramedic: Elizabeth Fitzgibbons

Motion 062122-1e: A motion was made by Ms. Provencher and seconded by Mr. Bujak to appoint Elizabeth Fitzgibbons as a full time paramedic. Motion carries 5:0:0.

f. Full Time (36 Hr) Paramedic: Mark Vitale

Motion 062122-1f: A motion was made by Ms. Provencher and seconded by Mr. Bujak to appoint Mark Vitale as a full time paramedic. Motion carries 5:0:0.

6:00pm – Public Hearing

g. Flammable Storage License – 88 Huntoon Highway

The owners of 88 Property Co LLC requested a license to store 1,605,000 cubic feet of compressed natural gas (class 2.1) in the building at 88 Huntoon Highway. The gas will be in four long cylinder contains that are the length of the trailer on the tractor trailer. The cylinders will be coming from Charlton and the Fire Chief is aware of the route of travel. Ms. Rubin stated the Fire Department has signed off on this request.

Motion 062122-1g: A motion was made by Ms. Provencher and seconded by Mr. Bujak to approve the flammable storage license for 88 Huntoon Highway. Motion carries 5:0:0.

6:15pm - Discuss/Vote on Host Community Agreement

h. Hempest Delivery Service, 88 Huntoon Hwy

Mr. Genereux discussed the proposed 3% host community agreement with Hempest Delivery Service, a marijuana delivery service to be located at 88 Huntoon Highway. Dexter Miller with Hempest stated their service area will initially be 1.5-2 miles and they will start with 2 cars with the hope of eventually expanding.

Motion 062122-1h: A motion was made Ms. Provencher and seconded by Mr. Bujak to approve a host community agreement with Hempest Delivery Service to be located at 88 Huntoon Highway. Motion carries 5:0:0.

6:30pm – Ngrid/Verizon Pole Hearing

i. South Street

Ms. Rubin read the public hearing notice as advertised in the Worcester Telegram and Gazette.

Motion 062122-1i1: A motion was made by Mr. Phillips and seconded by Mr. Bujak to open the public hearing at 6:32pm. Roll call: All Ayes.

Robert William with Ngrid explained that the pole relocations are due to overhead wires being too close to a home. The new poles will bring these wires closer to the street.

Motion 062122-1i2: A motion was made by Mr. Phillips and seconded by Ms. Provencher to close the public hearing at 6:37pm. Roll call: All Ayes.

Motion 062122-1i3: A motion was made by Mr. Phillips and seconded by Mr. Bujak to approve the petition from Ngrid and Verizon for joint or identical pole locations on South Street in Cherry Valley. Motion carries 5:0:0.

6:45pm – Discuss/Vote

j. In-Town Recreation Fees

The Board discussed setting temporary in town fees for the Becker turf field and the gym until the school athletic fee subcommittee sets their fees so all town fees can be aligned.

Motion 062122-1j: A motion was made by Mr. Phillips and seconded by Ms. Provencher to set the temporary fee for the Becker turf field at \$25/hr with a minimum of 2 hours of use plus the \$35/hr light fee and the temporary fee for the Becker gym at \$50/hr plus the \$35/hr light fee with the cost of maintenance and opening/closing the building to be determined. Motion carries 5:0:0.

7:00pm – Discuss/Vote

k. ARPA Transfer/Approval of Change Order – Fire Station Stormwater Project

Mr. Genereux presented a request to transfer ARPA funds to the Fire Station stormwater project instead of using Chapter 90 funds to pay for the difference between the final project cost of \$1,010,673.96 and the \$560,000 construction settlement funds. The remaining balance to be paid by ARPA funding would be \$450,673.96. Mr. Genereux stated that the contractor Cibotti billed the Town for \$98,059.22 over the awarded contract amount of \$867,870.10. Typically, a change order would come before the Board for approval prior to the work being done, but the contractor did not submit change orders and billed for the additional charges after the work was complete. This overage in billing has not been processed for payment and is being brought before the Board for discussion.

Luke Boucher, project engineer with VHB, noted the project occurred over two construction seasons and faced challenges including COVID fueled price increases and unforeseen issues encountered on site including existing utility conflicts encountered at the intersection of Gleason and Warren Ave, additional manholes required, and additional excavation and paving needed. The Board expressed frustration with change orders not having been submitted and discussed the Town's contract with Cibotti, the change order process and the Town's responsibility for these charges. Ben Cibotti noted that he did not charge for any cost increases such as liquid asphalt going up 32%, gas going up 70%, etc. The Board discussed putting a process in place so this issue does not occur in the future and paying the company as the work was completed and is quality work.

Motion 062122-1k1: A motion was made by Mr. Duggan and seconded by Ms. Provencher to adjust the Cibotti contract by \$98,059.22. Motion carries 5:0:0.

Motion 062122-1k2: A motion was made by Ms. Provencher and seconded by Mr. Bujak to transfer \$450,673.96 from ARPA funds to the Fire Station retention pond project. Motion carries 5:0:0.

2. PUBLIC COMMENT PERIOD

John Shocik gave his last Select Board report and discussed the legion toll booth and donated concert ticket fundraiser, assisting a resident with a water shut off, being elected Chaplin of the Sons of the American Legion and wished his successor John Bujak good luck.

3. REPORTS & ANNOUNCEMENTS

a. Student Liaison Reports

This item was passed over

b. Report of the Town Administrator's Office

The Town Administrator presented highlights from the written report of the office.

c. Select Board Reports

The Select Board discussed a variety of topics including the celebration of life ceremony for former highway employee Brian Doyle, the hot dog jamboree at the Senior Center that was well attended, the recent town election, thanking the voters who came out last week, thanks to the outgoing elected officials for their service, water main break issue, Leicester soccer finals, rescheduling an executive session that was missed last Monday, issues with cracking pavement/ripple in pavement at Towtaid Park, trash continually left at community field that blows into neighbors' yards and the water and the neighbors have to clean up, pool tables in the Fuller Campus Center and putting one at the Senior Center and the other put in storage until the Middle School gym is turned into a recreational area for the town, issues with repairing the roof of the Swan Library due to cement board and the need for a new roof and repairing or caution taping the steps out in front of the Swan Library.

4. RESIGNATIONS & APPOINTMENTS

a. Resignation – Department Assistant – Maureen Schur

Motion 062122-4a: A motion was made by Mr. Duggan and seconded by Ms. Provencher to accept the resignation of Maureen Schur with regret from the position of Highway Department Assistant. Motion carries 5:0:0.

b. Resignation – Truck Driver/Laborer – Zachary St. Pierre

Motion 062122-4b: A motion was made by Ms. Provencher and seconded by Mr. Bujak to accept with regret the resignation of Zachary St. Pierre from the position of Highway Truck Driver/Laborer. Motion carries 5:0:0.

c. **FY23 Highway Promotions**

Mr. Genereux noted that the proposed promotions were discussed as part of the FY23 budget process. The cost is \$15,500 and is already in the Highway Department FY23 budget.

Motion 062122-4c: A motion was made by Mr. Duggan and seconded by Mr. Bujak to approve the FY23 Highway promotions as listed. Motion carries 5:0:0.

d. **FY23 Board & Committee Reappointments**

Motion 062122-4d: A motion was made by Ms. Provencher and seconded by Mr. Bujak to approve the FY23 Board and Committee Reappointments as listed. Motion carries 5:0:0.

e. **FY23 Special Police Officer Appointments**

Motion 062122-4e: A motion was made by Ms. Provencher and seconded by Mr. Bujak to approve the FY23 Special Police Officer appointments as listed. Motion carries 5:0:0.

f. **FY23 Agents to the Select Board & Constable Appointments**

Motion 062122-4f: A motion was made by Ms. Provencher and seconded by Mr. Bujak to approve the FY23 Agents to the Select Board and Constable Appointments as listed. Motion carries 5:0:0.

g. **FY23 Select Board Board/Committee & Liaison Positions**

This item was passed over

5. OTHER BUSINESS

a. **Senior Center Donation**

Motion 062122-5a: A motion was made by Ms. Provencher and seconded by Mr. Bujak to accept the \$1,500 donation to the Senior Center from the Camosse family. Motion carries 5:0:0.

b. **Set FY23 Select Board Meeting Dates**

Motion 062122-5b: A motion was made by Mr. Phillips and seconded by Ms. Provencher to approve the FY23 Select Board meeting dates as listed noting they are subject to change as needed. Motion carries 5:0:0.

6. MINUTES

a. **June 6, 2022**

Motion 062122-6a: A motion was made by Mr. Phillips and seconded by Ms. Provencher to approve the minutes of June 6, 2022. Motion carries 5:0:0.

Motion 062122-7: A motion to adjourn was made by Ms. Provencher and seconded Mr. Bujak at 8:50pm . Motion carries 5:0:0.

**SELECT BOARD MEETING MINUTES
JUNE 22, 2022, AT 5:30 PM
SCHOOL CONFERENCE ROOM
3 WASHBURN SQUARE
LEICESTER, MA 01524**

SELECT BOARD RETREAT

CALL TO ORDER/OPENING

Chair Antanavica called the meeting to order at 5:30 pm. Chair Rick Antanavica, Second Vice-Chair Herb Duggan Jr., Selectmen Allen Phillips, Dianna Provencher, John Bujak and Town Administrator David Genereux were in attendance.

FY 2023 Select Board goals: Mr. Duggan had asked for the meeting to discuss the direction of the Board for the next year, and who should be Chair. Ms. Provencher stated that the position of Chair was a passed from one member to another each year in succession so that everyone who wanted it would have the opportunity to be Chair. She further stated that it changed in the year when the new school was to be voted, where a member was passed over for chair. Mr. Phillips stated his comments of the role of the Chair, including reviewing the agenda and running the meeting. He further stated that the Chair should not be making decisions on behalf of the Board, as the Chair is only one of five, and that the position should be rotated annually.

Ms. Provencher asked Mr. Duggan, if as first Vice-Chair if he was interested in being Chair. Mr. Duggan declined. Mr. Philipps stated that he was interested in being Chair. Mr. Antanavica stated that the Board should reorganize.

Mr. Antanavica nominated Mr. Phillips for Chair. Seconded by Mr. Duggan, the vote carried 5-0-0
Mr. Duggan nominated Mr. Antanavica for Vice Chair. Seconded by Mr. Bujak, the vote carried 5-0-0
Mr. Duggan nominated Ms. Provencher for Second Vice Chair. Seconded by Mr. Bujak, the vote carried 5-0-0

The Board discussed the possibility of an Employee Appreciation Day.

The Board discussed ongoing activities at the former Becker College. Mr. Phillips ask Mr. Genereux to put together a report of the activities of the happenings on the campus and put it on the website. It also could be shared on social media. Mr. Genereux stated that he would have to assemble the facilities plan, as there are no firms that do that kind of work.

Mr. Genereux brought up the issue of staffing, now that the Highway Assistant has given her notice. Mr. Phillips stated that for the time being, he would agree with allowing Ms. Forsberg to retract her resignation, as there is a critical need for staffing. Ms. Provencher agreed that it was a good course of action. Mr. Antanavica stated that he also supported it, but there should be no change in compensation at this time. Mr. Genereux stated that this was a plan for the short term and that time will see where we go from here.

At 7:15 pm, Mr. Antanavica made a motion to adjourn the meeting, seconded by Mr. Duggan. **Motion carried 5:0:0**