**SELECT BOARD MEETING MINUTES**

**APRIL 23, 2018 at 6:30pm**

**TOWN HALL, SELECT BOARD CONFERENCE ROOM**

**CALL TO ORDER/OPENING**

Chairman Brooks called the meeting to order at 6:30pm. Chairman Harry Brooks, Vice-Chair Dianna Provencher, 2nd Vice-Chair Sandra Wilson, Selectman Douglas Belanger, Selectman Brian Green, Town Administrator David Genereux, Assistant to the Town Administrator Kristen Forsberg and Student Liaison Robert Kemp were in attendance.

**PUBLIC COMMENT PERIOD**

1. **SCHEDULED**
	1. **6:30pm – Devin Kravitz Memorial 5K**

A motion was made by Ms. Wilson and seconded by Ms. Provencher to approve the use of Town roads for the Devin Kravitz Memorial 5k on Saturday, September 1, 2018 from 8:00 to noon. The motion carried 4:0 (Mr. Green had not yet arrived).

* 1. **6:30pm – Library Renovation & Expansion Project Update – Rob Para, OPM**

Rob Para, Library OPM, noted the project is 47% complete and site work and renovation/expansion is going well. Mr. Para presented Change Order #6 for the Board’s consideration which includes sprinkler modifications, additional underpinning locations, breaking up additional rocks and wires for branch controllers at a total cost of $9,007.69. Mr. Para also presented Change Order #7 which totals $24,743.10 and includes ledge removal, replacement vent piping, additional catwalk materials, gas piping changes and window caulking replacement. Total change orders to date amount to $148,197.62 and the remaining construction contingency is $101,802.38 along with $334,000 in regular contingency. Moving forward, there will be additional costs related to the water line extension including shutting down Route 9 and drilling through 8 inches of pavement. Mr. Green noted that the project is less than halfway complete but two-thirds of the contingency has been spent. Mr. Para noted that much of the contingency goes to unforeseen site conditions, most of which have been addressed at this point and the OPM watches the contingency closely. A motion was made by Ms. Wilson and seconded by Ms. Provencher to approve change order 6 at a cost of $9,007.69 and change order 7 pending approval by the building committee at a cost of $24,743.10 and to approve the purchase of the windows. The motion carried unanimously.

* 1. **7:00pm – Warren Ave Traffic Issue**

Mr. Belanger summarized the discussion held at a public meeting regarding traffic issues on Warren Ave. Warren Ave to Harberton and on to Route 56 is used as a major cutoff to avoid going through the center of Town. Mr. Belanger noted there are approximately 35 houses impacted on these two streets. Mr. Belanger stated the residents asked for the restrictions to be no right turn from Route 56 South from 6am to 9am and 2pm to 6pm excluding residents and school busses, and on Route 9 east at the intersection of Warren Ave, no left turn from 6am to 9am and from 2pm to 6pm excluding residents and school busses. Mr. Belanger noted the Chief was willing to help issue resident stickers. These requests depend on what MassDOT will allow on Route 9 and may end up being a no left turn signal without an exception for residents or busses. Jim Holland from 3 Gleason Way noted vehicles race down these streets to avoid the lights on Route 9. There are kids playing in short driveways, especially in the summertime, and Mr. Holland stated the neighborhood is concerned for their safety. A motion was made by Mr. Belanger and seconded by Ms. Provencher to not allow right turns from Route 56 South on to Harberton Drive from 6am to 9am and 2pm to 6pm excluding residents and school busses, and to not allow left turns from Route 9 on to Warren Ave from 6am to 9am and from 2pm to 6pm excluding residents and school busses pending MassDOT approval. Under discussion, Mr. Brooks noted he preferred it be restricted always, not just during certain hours. Mr. Griffin noted that MassDOT is generally opposed to time restrictions on turns. Mr. Belanger amended the motion to state no left turns without a time restriction turning from Route 9 on to Warren Ave. The motion carried unanimously.

1. **CORRESPONDENCE**
	1. **Student Liaison Reports**

Rob Kemp provided updates from the Leicester Public Schools.

* 1. **Council on Aging Donation**

A motion was made by Ms. Wilson and seconded by Ms. Provencher to accept the donations to the Senior Center as presented and deposit the funds into the Senior Center donation account. The motion carried unanimously.

* 1. **Parks & Rec Donation**

A motion was made by Ms. Provencher and seconded by Mr. Belanger to accept the donations to Parks & Rec for the Tarentino Memorial Park as presented and to deposit the funds into the Parks and Recreation donation account earmarked for the Tarentino fund. The motion carried unanimously.

1. **NEW BUSINESS**
2. **Appointment – Parks & Recreation – Nancy Ortiz**

A motion was made by Ms. Provencher and seconded by Ms. Wilson to appoint Nancy Ortiz to the Parks and Recreation Committee. The motion carried unanimously.

1. **Appointment - Per Diem/On Call EMT-Basic – Benen Elshakhs**

A motion was made by Ms. Wilson and seconded by Ms. Provencher to appoint Benen Elshaks as an on-call/per diem EMT. The motion carried unanimously.

1. **Grant Application – Leicester Savings Bank Fund – Burncoat Park**

A motion was made by Ms. Provencher and seconded by Mr. Green to approve submittal of an application to the Greater Worcester Community Foundation for Burncoat Park. The motion carried unanimously with one abstention (Mr. Brooks).

1. **Grant Application – Kaboom – Towtaid Park**

Mr. Genereux received a request to submit a grant from Kaboom for Towtaid Park. While Kaboom offers 4 types of grants, Mr. Genereux proposed applying for the first grant which only requires an $8500 match. Althought Boston is the priority area for Massachusetts, Kaboom encourages other communities to apply. A motion was made by Ms. Provencher and seconded by Ms. Wilson to approve submittal of a Kaboom grant for a playground at Towtaid Park. Under discussion, Lucky Margadonna noted Parks and Rec has $9,000 available in a revolving fund that could be used for the match if the grant was awarded. The motion carried unanimously.

1. **Agreement – Police Radio Antennae**

Chief Hurley presented a request to put a police radio antennae on a cell tower at 490 Stafford Street in Cherry Valley. The Town would be responsible for a $1500 required annual inspection fee along with a small cost for equipment and electricity. Chief Hurley recommending having American Tower do the site work as they are certified to install the necessary equipment and run the electrical and telephone conduit. A motion was made by Mr. Belanger and seconded by Ms. Provencher to put a police radio antennae on a cell tower located at 490 Stafford Street in Cherry Valley. The motion carried unanimously.

1. **Award Bids - Plumbing, Electric and HVAC Services**

Mr. Genereux presented contracts for electrical, plumbing and HVAC services based on an hourly rate for all school and town buildings. These contractors would work on projects including the third floor renovation of Town Hall as well as be on call. The contracts are for one year with the option for 2 one year extensions if the Town chooses. A motion was made by Ms. Wilson and seconded by Ms. Provencher to award the electrical bid to Renaud, the HVAC bid to Renaud and the Plumbing bid to RH White and to authorize the Chair to sign the contracts. The motion carried unanimously.

1. **Woodland Enhancement Plan (DCR) – Burncoat Pond Conservation Area**

Mr. Genereux noted the approval of this plan would enable the Town to receive a $2400 reimbursement for the price paid for the study but the deadline is May 1st. Russ Anderson with the Burncoat Park Sports Planning Committee noted approval to move forward with the plan was not granted by the State until January and the weather delayed the completion of the plan. The draft plan was received at the end of March, there was a site visit on April 5th and the committee met to review the plan last week. Mr. Anderson noted the purpose of the plan is forestry management and wildlife enhancement at Burncoat Park. The plan makes recommendations which are voluntary. Ms. Provencher noted the plan includes developing a songbird habitat.

Mr. Genereux noted this is not a contract as there are no terms or consequences; DCR only asks that they be notified if the property is sold. Mr. Margadonna noted Parks and Recreation did not take a vote on this plan as they felt they did not have enough information. Ms. Marttila with the Burncoat Park Sports Planning Committee stated Kevin Scherer with the State was asked multiple times if the Town was going to be held to the plan and be held liable and he assured the Committee that the Town is not obligated to do anything with the recommendations.

Ms. Marttila noted the forester discussed conserving particular trees, identifying wetlands, looking at invasive species, terrain issues etc. Any actual work such as removing trees would be done through a separate contract. Mr. Griffin noted the elevation and drainage issues mean the area now set aside for active recreation won’t work and this needs to be reevaluated. Ms. Marttila noted no decisions about the ball fields are being made now and the plan can be amended as needed should the location of the fields change. Russ Anderson noted this plan does not put any restrictions on what the property can be used for (e.g. snowmobiling etc). Mr. Genereux noted that the only other group in Town that has jurisdiction over town land beyond the Select Board is the Conservation Commission. Mr. Brooks expressed concern that without signing the plan it would be put on the shelf and nothing would be done. Mr. Brooks added that the Town could also make some money from timbering the area. A motion was made by Ms. Wilson and seconded by Mr. Brooks to authorize the Chair to sign the Woodland Enhancement Plan on behalf of the Town. The motion carried unanimously with one abstention (Mr. Belanger).

1. **Assign Annual Town Meeting Warrant Motions**

Mr. Brooks assigned the reading of the motions for Annual Town Meeting.

1. **DISCUSSION/OLD BUSINESS**
	1. **Streetlight Policy Discussion**

Ms. Wilson noted the Board made a policy in the past that any streetlights in new developments must be paid for by the residents/homeowners association. Ms. Wilson noted the Planning Board has always told developers they must find a way to pay for the ongoing electrical cost of streetlights for their developments in perpetuity. As the Town moves to LED’s, Ms. Wilson stated maybe we won’t need so many lights. The Planning Board has asked for direction on how they should move forward with regard to this issue for future developments. Mr. Belanger noted the whole policy should be reviewed and the Town Administrator agreed to look for this policy and bring it back to the Board for further discussion.

* 1. **Select Board Meeting Dates & Times Discussion**

The Board discussed the possibility of changing the date of the Select Board meetings. Ms. Wilson noted it was a distinct decision to have Select Board meetings on Monday nights so no other Board or Committee would conflict with these meetings. The Board consensus was to keep the meetings on Mondays at 6:30pm.

1. **TOWN ADMINISTRATOR REPORT**

The Town Administrator presented highlights from his written report.

1. **MINUTES**
	1. **March 26, 2018**
	2. **April 2, 2018**
	3. **April 4, 2018**

A motion was made by Ms. Wilson and seconded by Ms. Provencher to approve the minutes of March 26th, April 2nd and April 4, 2018. The motion carried unanimously.

1. **SELECT BOARD REPORTS**

The Board discussed a variety of topics including the successful Earth Day cleanup, formally thanking LCAC for the new room once technology is completely installed, the flagpole to be installed in time for Memorial Day, the American Legion Dinner on May 5th to salute those who have served at 6pm, the Board seat on the WRTA, the awarding of the Boston Post Cane, the grant opening of the Fire Station on May 6th from 9am to 3pm, drug takeback day on April 28th and the Little League Parade on Saturday.

1. **FUTURE MEETING TOPICS**
	1. **Discuss Future Use of 1 Paxton Street and Hillcrest Country Club**

Issues to add to future agendas include the retention pond at the Fire Station, the Board representative to the Library Building Committee and the Fire Station HQ finances.

1. **EXECUTIVE SESSION, MGL CHAPTER 30A, SECTION 21A**

No executive session was held.

A motion to adjourn was made by Mr. Belanger and seconded by Ms. Provencher at 9:21pm. The motion carried unanimously.