

**SELECT BOARD MEETING MINUTES  
MAY 3, 2021 AT 6:00PM  
VIRTUAL MEETING**

**CALL TO ORDER/OPENING**

Chairwoman Provencher called the meeting to order at 6:01pm. Chair Dianna Provencher, Vice-Chair Harry Brooks, Second Vice-Chair John Shocik, Selectman Rick Antanavica, Selectman Herb Duggan Jr., Town Administrator David Genereux, Assistant Town Administrator Kristen Forsberg, and Assistant to the Town Administrator Bryan Milward were in attendance.

**1. SCHEDULED ITEMS**

**a. 6:00pm – Assessor’s Part Time Temporary Data Collector**

Town Administrator David Genereux summarized the Department of Local Services order that the Town re-inspect 3,100 properties over the next two years due to quality issues identified including lack of photos, missing additions, and incorrect data. Mr. Genereux recommended the Town hire a temporary part-time clerk. Art Paquette, Chair of the Board of Assessors, stated that the Board had not been made aware of the issue with DLS until recently and requested additional time to review the issues and make a recommendation on adding staffing. Principal Assessor Sandy Genna recommended hiring the temporary clerk as 9 inspections per day will be required to meet the State mandate. A motion was made by Mr. Antanavica and seconded by Mr. Shocik to delay the appointment of the Data Collector until the Board of Assessors makes a recommendation on the proposal and Remove funding for this position from Article 2 at the Annual Town Meeting. Roll Call: 5:0:0

**2. PUBLIC COMMENT PERIOD**

No members of the public provided public comment.

**3. REPORTS & ANNOUNCEMENTS**

**a. Health Agent COVID-19 Update & Senior Center Reopening**

Health Agent Francis Dagle provided an update on Senior Center reopening including contact tracing, cleaning protocols, and moving activities outdoors as much as possible. and the need for tracking of individuals receiving services, the need to implement cleaning protocols, and the importance of moving activities outdoors to safely reopen the building. Select Board members discussed whether proof of vaccination could be required of senior center attendees and steps needed to reopen the library to the public. Mr. Genereux will check with Town Counsel.

**b. Student Liaison Reports**

This item was passed over.

**c. Town Administrator Report**

Town Administrator David Genereux presented highlights from his report including the recently awarded Regional Public Health Grant, the Water/Sewer study, the oil leak at the elementary school, and recent developments with Becker College.

**d. Select Board Reports**

Select Board members discussed the site walk at Becker College, Tim Fontaine’s retirement from the Police Department, the oil leak at the Middle School, and the need for residents to be aware of the start of mosquito season.

e. **Eagle Scout Ceremony – Liam Pataky**

Assistant Town Administrator Kristen Forsberg notified the Select Board of Liam Pataky's upcoming Eagle Scout Court of Honor on May 16<sup>th</sup> at 12:00pm. Select Board members were invited to attend and a certificate has been prepared.

**4. RESIGNATIONS & APPOINTMENTS**

a. **Appointment – Chief Michael Dupuis – Public Safety Committee (Fire Chief position)**

A motion was made by Mr. Antanavica and seconded by Mr. Brooks to appoint Chief Michael Dupuis to the Public Safety Committee. Roll Call: 5:0:0

b. **Appointments – Paramedics – Anthony Trifone and Robert Fitzgerald**

A motion was made by Mr. Shocik and seconded by Mr. Brooks to appoint Anthony Trifone and Robert Fitzgerald as Paramedics. Roll Call: 5:0:0

c. **Retirement – Detective Timothy Fontaine – Police Department**

A motion was made by Mr. Shocik and seconded by Mr. Brooks to accept the retirement of Police Detective Timothy Fontaine's with regrets. Roll Call: 5:0:0

**5. OTHER BUSINESS**

a. **Police Department Donation**

A motion was made by Mr. Brooks and seconded by Mr. Shocik to accept a \$200.00 from Timothy Zajac to the Police Department donation account. Roll Call: 5:0:0

b. **Request to Fly Flags at Half Staff in Memory of Fallen Police Officer Ronald Tarentino**

A motion was made by Mr. Brooks and seconded by Mr. Duggan to accept the request to fly Town flags at half staff in memory of Officer Ronald Tarentino on May 22<sup>nd</sup>, 2021. Roll Call: 5:0:0

A motion was made by Mr. Shocik and seconded by Mr. Brooks to allow use of Town roads for a bicycle race in honor of Officer Tarentino on May 22<sup>nd</sup>. Roll Call: 5:0:0

c. **Select Board FY22 Proposed Meeting Dates**

Assistant Town Administrator Kristen Forsberg provided an explanation of the proposed meeting schedule. Select Board members discussed several changes and proposed bringing the schedule back at a future meeting. No action was taken.

d. **2021 Town Hall Holiday Hours**

Assistant Town Administrator Kristen Forsberg summarized the proposed Town Hall Holiday Hours. A motion was made by Mr. Brooks and seconded by Mr. Shocik to accept the proposed Town Hall Holiday Hours. Roll Call: 5:0:0

e. **Revise Fees for Use of Town Common and Bandstand**

Assistant Town Administrator Kristen Forsberg summarized the proposed fees and changes to the Town Common and Bandstand policy. Select Board members discussed the board's discretion to allow groups on the Town Common, the fees for the site, potentially waiving fees for nonprofits and discussing the Town's legal ability to limit protests with Town Counsel. No action was taken.

f. **Cable Advisory Committee Formation – Spectrum Contract Ending 02/2024**

The Town's 10 year contract with Spectrum expires in 2024. Select Board members discussed the Cable Advisory Committee process to negotiate a new 10 year contract and the importance of

reviewing contracts from other Towns. Art Paquette discussed the previous negotiations with Spectrum and stated that the previous chair of the Cable Advisory Committee was interested in serving again on this committee. A motion was made by Mr. Brooks and seconded by Mr. Shocik to authorize formation of a Cable Advisory Committee. Roll Call: 5:0:0

**g. Signage/Reconfiguration of Intersection at Paxton & Marshall Streets**

Chief Ken Antanavica summarized the reconfiguration and signage proposed at Paxton and Marshall street. Select Board members discussed the proposed road configuration, the Town's liability in case of accidents, whether the state needed to be consulted, and the data that informed the design of the plan. A motion was made by Mr. Brooks and seconded Mr. Shocik to accept the proposed new signage and configuration of Paxton and Marshall Street. Roll Call: 5:0:0

**6. MINUTES**

**a. April 26, 2021**

A motion was made by Mr. Antanavica and seconded by Mr. Shocik to accept the minutes of April 26<sup>th</sup> as written. Roll Call: 5:0:0

A motion to adjourn was made by Mr. Antanavica and seconded by Mr. Shocik at 8:20pm. Roll Call: 5:0:0