

**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.