

**SELECT BOARD MEETING MINUTES
JULY 18, 2022 AT 5:00PM
TOWN HALL, SELECT BOARD CONFERENCE ROOM**

CALL TO ORDER/OPENING

Chair Allen Phillips called the meeting to order at 5:01PM. Chair Allen Phillips, Vice Chair Rick Antanavica, Second Vice Chair Dianna Provencher, Selectman Herb Duggan Jr., Selectman John Bujak, and Town Administrator David Genereux were in attendance.

1. PUBLIC COMMENT PERIOD

No members of the public provided comment.

2. CIVIC ANNOUNCEMENTS

a. 2022 Concerts on the Common

i. Wednesday, July 20th – 6:30pm – Abraxas (Santana Tribute band)

ii. Wednesday, July 27th – 6:30pm – Mickey Bones & The Boogaloo Swamis (Cajun & Zydeco music)

b. 2022 Harvest Fair – Saturday, September 17th – 10am-4pm – Town Common

There will also be an ice cream social at the Senior Center on July 27th at 1pm.

3. REPORTS

a. Student Liaison Reports

The Student Liaison gave an update from the Leicester Public Schools.

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 various topics including resident concerns, Senior Center events including tea day on the last Monday of the month, thanks to public safety departments, Lincare business relocation, Becker upgrade updates including putting up walls at the Campus Center and replacing water-stained ceiling tiles, roof issues at Marsh Hall, getting volunteer assistance from the Worcester County Sheriff's department, and discussing a grant writer position at a future board meeting.

4. OTHER BUSINESS

a. Discuss/Vote on Creation of Becker Project Team

The Board discussed the idea of building a Becker project team, including creating a multidisciplinary team with representatives from the community, town government and the school committee, if a new team is needed or if the Becker Education group is already doing this work, concerns about potential duplication of efforts and the need for a clear plan for Becker and improved communications. The Board discussed the need to create a charge and composition for the committee and the importance of getting the middle school students into a new place for the fall.

Motion 071822-4a: A motion was made by Mr. Antanavica and seconded by Ms. Provencher to put off the creation of the Becker Project Team until the high school students are moved into the Fuller Campus Center and to discuss this matter at the next Board meeting following the move. Motion carries 4:0:1 (Mr. Bujak opposed).

b. Discuss/Vote on Guardian LED Lighting Upgrades to Town Buildings

Mr. Genereux discussed a Ngrid opportunity to make lighting energy improvements to six Town buildings (Town Hall and 5 buildings at Becker). The cost of the upgrades would be paid through a grant from Ngrid and the Town's portion would be funded via a surcharge on the Ngrid bill over the next 5 years. The Town has been working with Guardian Energy who would make the lighting upgrades. Patrick Mahoney from Guardian Energy noted the cost to the Town of the improvements is \$287,000 and the payback will take 5.5 years. The cost is nearly cash flow neutral because the Town will be able offset of the cost of these improvements with the savings we will see on our bill from resulting from the energy efficiencies upgrades.

Motion 071822-4b: A motion was made by Mr. Antanavica and seconded by Mr. Bujak to execute agreements with Guardian for LED lighting upgrades at Town Hall, Borger, Swan Library, Marsh Hall, Fuller and Campus Center West. Motion carries 5:0:0.

c. Discuss/Vote on Surplus Items from Former Becker Campus to the School Department

Linda Colby, member of the Becker Education Working Group, has had volunteers helping her clean out the buildings at Becker that the school intends to use. Furniture has been sorted, Becker items have been taken down, trash has been thrown away, and technology items will be relocated next. The Board authorized throwing out papers and trash only.

Mr. Antanavica said it was previously agreed upon that the school would have first choice of any items in the future school buildings. Other items would be offered to town departments then surplussed. Mr. Phillips recommended the school tag items they intend to keep so other items can be moved out and surplussed.

d. Discuss/Vote on Assisting School Department with Cleaning & Moving to New Campus

Mr. Phillips asked Dr. Kustigian for a schedule of when cleaning and moving is taking place in the future high school buildings on the Becker campus which he agreed to provide.

e. Fire & EMS Discussion

Mr. Phillips requested additional information regarding requested EMS appointments that were slated to be on the agenda. Interim EMS Director Brian Kelley stated that there were 4 requested appointments, two of which were promotions to EMS supervisor positions for existing employees who are part time, non-benefited employees. These positions were posted and there was an assessment center for 8 candidates who applied. The supervisors get \$1 extra per hour beyond their current rates. Mr. Kelley stated the additional supervisors are needed to cover the management workload which Mr. Kelley as a part time employee can't cover by himself including attendance, tracking PCR's to ensure reports are submitted on time, checklists for maintenance and apparatus issues to ensure daily chores are completed, CQI specialists to review reports for State compliance, dealing with training issues, coordinating supplies, etc.

Mr. Kelley discussed the reasons additional funding was requested at the end of FY22 for the EMS department. \$15,000 was for maintenance on the ambulances, not enough funding was budgeted to pay the billing company's annual 4% fee, and a workers' comp issue that the Town had to self-fund due to a reporting error, and new revenues from Vibra that haven't come through yet but expenses that had to be paid in FY22.

Motion 071822-4e: A motion was made by Mr. Antanavica and seconded by Mr. Duggan to place the appointments on the 8/1/22 agenda. Motion carries 5:0:0.

5. RESIGNATIONS & APPOINTMENTS

a. Resignation – Truck Driver/Laborer – James Fleming

Motion 071822-5a: A motion was made by Mr. Antanavica and seconded by Ms. Provencher to accept the resignation of Highway truck driver/laborer James Fleming. Motion carries 5:0:0.

b. Appointment – Moose Hill Water Commission – John Shocik

Motion 071822-5b: A motion was made by Ms. Provencher and seconded by Mr. Bujak to appoint John Shocik to the Moose Hill Water Commission through June 30, 2023, and Mr. Shocik would need to run for the position next year unless Town Meeting makes this an appointed position. Motion carries 5:0:0.

c. Appointment – WRTA – Heather-Lyn Haley

Motion 071822-5c: A motion was made by Ms. Provencher and seconded by Mr. Bujak to recommend appointment of Leicester resident Heather-Lyn Haley to the ridership position on the WRTA. Motion carries 5:0:0.

d. Appointment - Executive Assistant (Town Administrator's Office) – Maria Cataloni

Mr. Genereux recommended Maria Cataloni for the Executive Assistant appointment in the Town Administrator's office following a robust recruitment.

Motion 071822-5d: A motion was made by Ms. Provencher and seconded by Mr. Bujak to appoint Maria Cataloni to the position of Executive Assistant in the Town Administrator's office. Under discussion, Mr. Bujak discussed shifting these funds to a Becker project manager position instead and addressing other needs such as a property maintenance program, a shared facilities manager, and/or capital improvement needs, and using volunteers to take on the administrative needs of the office. Mr. Antanavica discussed the high demand on the office and that it is the busiest he has ever seen it. Mr. Provencher discussed the workload Becker has added to the office. Mr. Duggan applauded the thought process but felt eliminating this position would be detrimental to the office. Mr. Phillips stated he understood the need but did not want to cannibalize the office to get there as the office is busier than it has ever been. Mr. Phillips expressed the desire to have answers to these questions by fall town meeting. Motion carries 4:0:1 (Mr. Bujak opposed).

e. Appointment – Treasurer/Collector Department Assistant – Kaitlyn Cloutier

Motion 071822-5e: A motion was made by Ms. Provencher and seconded by Mr. Bujak to appoint Kaitlyn Cloutier to the position of Department Assistant for the Treasurer/Collector's office. Motion carries 5:0:0.

6. MINUTES

a. June 30, 2022

b. July 5, 2022

c. July 11, 2022

Motion 071822-6abc: A motion was made by Ms. Provencher and seconded by Mr. Bujak to approve the minutes of June 30, July 5 & July 11, 2022. Motion carries 5:0:0

Motion 071822-7: A motion to adjourn was made by Ms. Provencher and seconded by Mr. Bujak at 6:57pm. Motion carries 5:0:0.