

**SELECT BOARD MEETING MINUTES  
AUGUST 22, 2022 AT 6:00PM  
TOWN HALL, SELECT BOARD CONFERENCE ROOM**

**CALL TO ORDER/OPENING**

Chair Allen Phillips called the meeting to order at 6:01pm. Chair Allen Phillips, Vice Chair Rick Antanavica, Second Vice Chair Dianna Provencher, Selectman Herb Duggan Jr., Selectman John Bujak, Town Administrator David Genereux and Assistant Town Administrator Kristen Rubin were in attendance.

**1. SCHEDULED ITEMS**

**a. 6:00pm – Appointment of Per Diem Paramedics – Nate Pratt & Nick Laneving**

**Motion 082222-1a1:** A motion was made by Ms. Provencher and seconded by Mr. Bujak to appoint Nick Laneving to the position of per diem paramedic. The motion carries 5:0:0.

**Motion 082222-1a2:** A motion was made by Ms. Provencher and seconded by Mr. Bujak to appoint Nate Pratt to the position of per diem paramedic. The motion carries 5:0:0.

**b. 6:00pm – Appointment of Parks and Rec Alternates – Matt Fournier & Meg Bouchard**

**Motion 082222-1b1:** A motion was made by Ms. Provencher and seconded by Mr. Bujak to appoint Matt Fournier as a FULL MEMBER to the Parks and Rec Committee. Motion carries 5:0:0.

**Motion 082222-1b2:** A motion was made by Ms. Provencher and seconded by Mr. Bujak to appoint Meg Bouchard as an ALTERNATE to the Parks and Rec Committee. Motion carries 5:0:0.

**c. 6:00pm - Snowmobile Club – Request to Place Storage Container at Burncoat Park**

John True, Leicester Snowmobile Club Trail Boss, requested permission to put a Conex box at Burncoat Park for storage for the club. Permission has been requested and granted from the Burncoat Park Sports Planning Committee. The Board stressed the importance of the snowmobile club having insurance for items in the box.

**Motion 082222-1c:** A motion was made by Ms. Provencher and seconded by Mr. Bujak to authorize the Snowmobile Club to place a Conex box at Burncoat Park for which the Town will bear no responsibility for the items inside nor insure. Motion carries 5:0:0.

**d. 6:05pm – Water Chestnut Discussion – Jan Parke**

Jan Parke discussed a request to authorize volunteers to remove the invasive water chestnut by hand from Greenville Pond in Town. An insurance waiver form for volunteers would be signed. Ms. Parke would like to start the project as early as Labor Day weekend and work into the fall. The board discussed running the plan by the Fire Chief and Mass Wildlife for safety purposes, possibly drawing down the pond, washing boats and canoes going into the pond as this is how water chestnuts are spread, where to properly dispose of the removed invasives,

**Motion 082222-1d:** A motion was made Ms. Provencher and seconded by Mr. Bujak to approve the hand removal of water chestnuts on Greenville Pond by volunteers who have signed an insurance waiver.

**2. PUBLIC COMMENT PERIOD**

Bill Robert of 175 White Birch Street asked about the road paving schedule in Town. Mr. Genereux noted the bids for bituminous concrete, cold planing and line painting were due August 18<sup>th</sup>. The Board will review the

contracts at their next meeting on September 12<sup>th</sup>. Some paving will be done this fall with the rest completed in spring.

Art Paquette of Craig Street in Rochdale discussed broken windows and a collapsed roof at the old woolen mill in Rochdale. Also, the Copeland Library needs restoration before it falls down and Mr. Paquette will work with the Historical Commission and volunteers to shore up the building.

### **3. CIVIC ANNOUNCEMENTS**

- a. **Final Concert on the Common – August 24, 2022 - The Silverbacks (70s & 80s Classic Rock, Blues, R&B)**
- b. **Leicester Harvest Fair – September 17, 2022 (10:00 am – 4:00 pm)**
- c. **Town Wide Yard Sale – October 1, 2022 (rain date Oct 2)**

Deja New is fundraising for a high school freshman in need of a diabetes service dog that costs \$17,000. Deja New also nominated Ruth Kaminski to receive the Mass Recycling Award and she received the award for all of her years spent running the recycling center in Town. Leicester Hearts for Heat is accepting applications for fuel delivery after September 1<sup>st</sup>. Applications are available at the Library, Senior Center, Deja New, Town Hall or online at [heartsforheat.org](http://heartsforheat.org) under the Leicester tab.

### **4. REPORTS**

- a. **Student Liaison Reports**

The student liaisons are on vacation for the summer.

- 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 an ice cream social at the Senior Center last week, resident questions on turning the remaining grates on Mayflower Circle for bicycles and looking at road issues on Maple Lane, weeds growing around the turf field and goals, rocks washing onto the turf field, putting up no parking signs on Towtaid Street, hats off to public safety and highway and cleaning up weeds at Towtaid and opening up the parking lot.

### **5. RESIGNATIONS & APPOINTMENTS**

- a. **Resignation – Kristen Rubin – Assistant Town Administrator**

**Motion 082222-5a:** A motion was made by Ms. Provencher and seconded by Mr. Bujak to accept the resignation of Kristen Rubin from the position of Assistant Town Administrator. Motion carries 5:0:0.

- b. **Reappointment – Josh Senior – Parks & Rec Alternate**

**Motion 082222-5b:** A motion was made by Ms. Provencher and seconded by Mr. Bujak to reappoint Josh Senior to the Parks and Recreation Committee as a FULL MEMBER for FY23. Motion carries 5:0:0.

- c. **Appointment & Vote to Execute Contract – Assistant Town Administrator – A.D. Christian Vitale**

**Motion 082222-5c:** A motion was made by Mr. Duggan and seconded by Mr. Bujak to appoint A.D. Christian Vitale to the position of Assistant Town Administrator and to execute his contract. Motion carries 5:0:0.

- d. **Appointment – Select Board Harvest Fair Judge**

**Motion 082222-5d:** A motion was made by Ms. Provencher and seconded by Mr. Bujak to appoint John Bujak as the 2022 Harvest Fair Judge. Motion carries 5:0:0.

## **6. OTHER BUSINESS**

### **a. Senior Center Donations**

**Motion 082222-6a:** A motion was made by Ms. Provencher and seconded by Mr. Bujak to accept the donations to the Senior Center. Motion carries 5:0:0.

### **b. Discuss/Vote on Contract Amendment with Fuss & O'Neill for Russell Memorial Park ADA Project**

**Motion 082222-6b:** A motion was made by Mr. Duggan and seconded by Mr. Bujak to approve the contract amendment with Fuss & O'Neill for Russell Memorial Park ADA Project. Motion carries 5:0:0.

### **c. Approve Preliminary Town Meeting Articles**

The Town Administrator discussed the proposed fall town meeting warrant articles including prior year bills, 2% COLA increases for elected officials, FY23 budget adjustments, 2 police cruisers, FY23 Cable PEG access enterprise account appropriation, change to FY23 EMS enterprise account appropriation due to the Vibra contract, FY23 Capital Improvement Plan to include cameras and fire hydrant repairs, revoking the ballot mailer requirement, amending the revolving fund bylaw, amending the personal bylaw regarding the use of leave during the probationary period, zoning bylaw changes relative to marijuana delivery, and an annual stipend of \$1,000 once the treasurer, collector and assessor achieve full certification.

**Motion 082222-6c:** A motion was made by Ms. Provencher and seconded by Mr. Bujak to approve the preliminary town meeting articles. Motion carries 5:0:0.

### **d. Discuss/Vote on Former Becker Project Manager**

The Board discussed forming a Becker Project Management Team including the Town Planner, Assistant Town Administrator and representatives from the Select Board, Historical Commission, Planning Board, and School Committee. The group would support to the Select Board.

**Motion 082222-6d:** A motion was made by Mr. Bujak and seconded by Mr. Duggan to form a Becker Project Advisory Team to move forward the remaining pieces of the Becker project. Motion carries 5:0:0

**Motion 082222-6d2:** A motion was made by Mr. Bujak and seconded by Mr. Duggan to set the composition of the Becker Project Advisory Team as follows: representatives (or their designee) from the Select Board, Town Administration, Planning Board, School Committee, and Advisory Committee and a member from the community at large. Motion carries 5:0:0.

### **e. Discuss/Vote on Select Board Liaison Assignments**

Mr. Genereux noted there is currently no liaison policy. The policy manual mentions liaisons in three places, none of which set out a policy but one of which allows the Board to determine how to make liaison assignments. Mr. Genereux recommended that a vote of the Board is all that is necessary to eliminate the liaison positions that the Board no longer wishes to retain. The Board plans to still attend as many board and committee meetings as possible.

**Motion 082222-6e:** A motion was made by Mr. Antanavica and seconded by Mr. Bujak to send out the drafted memo to all departments, boards and committees regarding the decision to eliminate Select Board liaison positions to boards, committees and departments. Motion carries 5:0:0.

f. **Discuss/Vote on Town of Spencer Shared Accounting Services Contract**

**Motion 082222-6f:** A motion was made by Mr. Antanavica and seconded by Mr. Duggan to dissolve shared accounting services contract with the Town of Spencer once they hires their own Town Accountant. Motion carries 5:0:0.

**7. MINUTES**

a. **August 1, 2022**

b. **August 15, 2022**

**Motion 082222-7a:** A motion was made by Ms. Provencher and seconded by Mr. Antanavica to approve the minutes of August 1<sup>st</sup> and August 15<sup>th</sup>, 2022 with the following changes: in the August 1<sup>st</sup> minutes, strike the Becker vote and alter the fence to be a gate. Motion carries 5:0:0.

**Motion 082222-8:** A motion to adjourn was made by Mr. Antanavica and seconded by Mr. Duggan at 8:46pm. Motion carries 5:0:0.