

**SELECT BOARD MEETING MINUTES
NOVEMBER 7, 2022, AT 5:30 PM
TOWN HALL, SELECT BOARD CONFERENCE ROOM**

CALL TO ORDER/OPENING

Chair Allen Phillips called the meeting to order at 5:30PM. Vice Chair Antanavica started the meeting with a Veterans Prayer. 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 Chris Vitale were in attendance.

1. EXECUTIVE SESSION

- a. **To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel pursuant to M.G.L. c. 30A, §21(a)(2) – Treasurer/ Collector**

Motion 110722-1: A motion was made by Mr. Antanavica to go into Executive Session, seconded by Mr. Duggan at 5:31PM. **Motion carries 4-0-1. (Roll Call Vote – Mr. Bujak Absent)**

Mr. Bujak arrived at 5:36PM.

Motion 110722-2: A motion was made by Ms. Provencher to exit Executive Session, seconded by Mr. Bujak at 6:10PM. **Motion carries 5-0-0. (Roll Call Vote)**

2. SCHEDULED ITEMS

- a. **6:00pm – Central Massachusetts Regional Planning Commission (CMRPC) – Community Development Block Grant (CDBG) Performance Hearing**

Chris Dunphy of CRMPC introduced himself and the CDBG Program. As part of the program, Mr. Dunphy said the town needs to hold a public performance hearing to offer updates and answer questions. Community Development Fund Grants are funded through the Department of Housing and Community Development (DHCD). The Town has been successful in receiving funds over the last couple of years. Mr. Dunphy began an overview of the FY20 and FY21 project summaries. Leicester's Housing Rehab Program is going slow due to the market and programmatic requirements. CRMPC hired a subcontractor to help manage grant. That subcontractor had recent staffing changes. Three of the Home Rehab projects are up and running. Three more projects are currently in the queue. Mr. Dunphy stated that the town will have to de-obligate some funds to be eligible for next grant, but that will be discussed later. The Housing Rehab Program is structured as a deferred payment loan to grant. The purpose of this is to encourage applicants to stay in home certain period. If residents happen to sell, the town will recapture some funds and re-invest it. CDBG funds can be used for a variety of home improvements. The second CDBG program is the Russell Park accessibility improvement design work with the Conservation Commission. The design plans are 90% done and just need a public meeting to collect comments. Mr. Dunphy stated that the wetlands at the park are a concern. The town will need a \$200K-\$300K grant in the future for the wetland portion of ADA at Russell Park. Mr. Bujak asked Mr. Dunphy what type of accessibility improvements were being discussed. Mr. Dunphy stated the improvements would be for the parking lot and access within

the park. Mr. Bujak asked how the town was advertising the home rehab program. Mr. Dunphy stated they built a pool of applicants. Once they catch up with expending funds, CRMPC can advertise the program through the schools, town website, and at the senior center. Mr. Genereux stated that the Town did a lottery of applicants. Mr. Genereux stated it is a very worthwhile program, but it can be a challenge getting people processed and brought through the end. Mr. Phillips asked what the timeline for the grant program was. Mr. Dunphy stated FY21 is close to being finalized and will be advertised shortly. Mr. Phillips asked if there was any way to speed up the program. Mr. Dunphy stated the long-term direction of town is to submit grant applications for large infrastructure program. Mr. Bujak asked why the town would de-obligate funds and not re-allocate. Assistant Town Administrator Vitale stated due to the expenditure deadline, the town would need a shovel-ready project. To ensure the town is eligible to apply for funds in the upcoming grant round, the decision was made to de-obligate the funds. Mr. Dunphy stated that CDBG funds can be used for a variety of projects and programs. Mr. Bujak asked if this program would be a suitable funding source for the CARE Group. Mr. Dunphy stated that social services and micro-enterprise activities from income qualifying individuals are eligible.

Mr. Dunphy began an overview of Leicester FY21 CDBG activities. The Town has six housing rehab projects coming up. The Leicester Housing Authority applied for funds through the town to redo a main road on their property and complete site work. The Town may have an opportunity to reallocate FY20 money to Leicester Housing Authority if needed. Work is expected to break ground in spring. Lastly, Leicester is serving as the Lead Community with Barre for an RFQ for a comprehensive study area of town. Additionally, Barre received funds to do an ADA transition plan.

Mr. Dunphy stated that the next round of applications is due in March 2023. DHCD will be combining two program years to catch up expending funds (22/23). The total amount the town can apply for is \$1.35M. Mr. Bujak asked if there was a cheat sheet on the program. Mr. Phillips asked Mr. Vitale if he could provide a list of eligible activities. Mr. Vitale and Mr. Dunphy stated they can send grant program guides for the Select Board.

No motion was made by the Select Board.

b. 6:15pm – Valerio Romano/Arefa LLC – HCA Agreement

David Genereux started the discussion for new application 424 main street. Valerio Romano and Edward Berry introduced themselves. Their site would be a tier 2 cultivation facility. They would be used 15,000 square feet for building use. There would be no exterior changes to the building. They would have 40 parking spaces available, which exceeds amount required. The Planning Board has approved their application. Their business would have 25 employees when fully operational within one year. Some revisions were made to HCA agreement. Should CCC change HCA Agreement requirements, they will sit down and amend it with Town Administrator David Genereux. Town Administrator Genereux stated that the State will change the regulations at some point. Until changes made, Town Administrator Genereux does not recommend doing anything different without guidance. Mr. Bujak stated Leicester has seen several HCA Agreements get approved recently and asked what the town's commitment is at this point. Mr. Bujak asked what the total square footage of space was being used for cannabis activities. Town Administrator Genereux provided an overview of current HCA agreements. Mr. Genereux stated that the other distribution entities have small

footprint, and very few wind up getting set up and running. Mr. Duggan stated he had no issue with the contract as written.

Motion 110722-2b: A motion was made by Mr. Duggan to approve as written, seconded by Ms. Provencher. **Motion carries 5-0-0.**

c. **6:30pm – Tax Classification Hearing**

Town Administrator Genereux began the Tax Classification Hearing on behalf of Tax Assessor. Town Administrator Genereux reviewed the prepared PowerPoint presentation regarding the purpose of the hearing, description information, property assessment review, and total assessed value in Leicester for FY23. The average home value in Leicester is \$446,486, which is up 10% from previous year. New growth was certified on 10/10/2022 as \$24,880,712 (value in real estate) and \$18,385,154 in tax levy growth. The tax rate would be \$12.88 for FY23 if voted. Current rate is \$13.99. While home assessment values are going up, the tax rate does go down during a good economy. The Town's tax levy is based on spending. Mr. Phillips asked what are voting on tonight. Mr. Genereux stated the motion would be to Adopt Residential Factor, single tax rate. Ms. Provencher stated that if a resident does not agree with their home valuation, residents can file for abatement. Mr. Genereux stated that the third quarter bill will get mailed on or about 12/31/2022. Residents have the month of January to file for abatement. Town Administrator Genereux recommends residents review home price before filing abatement.

Motion 110722-2c1: A motion was made by Mr. Antanavica to close the public hearing, seconded by Mr. Bujak. **Motion carries 5-0-0.**

Motion 110722-2c2: A motion was made by Mr. Antanavica to adopt a Residential Factor - single tax rate, seconded by Mr. Duggan. **Motion carries 5-0-0.**

d. **6:45pm – RFO and Parks and Rec Discussion**

This discussion was passed over.

No motion was made by the Select Board.

3. PUBLIC COMMENT PERIOD

There were no public comments.

4. CIVIC ANNOUNCEMENTS

- Town Administrator Genereux informed the public that November 8th, 2022, is Election Day. Polls will be open from 7:00AM to 8:00PM. The public is encouraged to vote.
- Ms. Provencher informed the public of Veterans Day Flag Ceremony Friday November 11th, 2022.

5. RESIGNATIONS & APPOINTMENTS

a. **Resignation - Joseph Avellino – EMS**

Town Administrator Genereux stated the letter of resignation was provided in the Select Board packet.

Motion 110722-5a: A motion was made by Mr. Duggan to accept the resignation, seconded by Ms. Provencher. **Motion carries 5-0-0.**

b. **Resignation – Jay Spaulding – Bark Park Committee**

Town Administrator Genereux stated the letter of resignation was provided in the Select Board packet.

Motion 110722-5b: A motion was made by Ms. Provencher to accept the resignation, seconded by Mr. Bujak. **Motion carries 5-0-0.**

c. **Resignation – Eric Bulak – Highway Department**

Town Administrator Genereux stated the letter of resignation was provided in the Select Board packet.

Motion 110722-5c: A motion was made by Mr. Bujak to accept the resignation, seconded by Ms. Provencher. **Motion carries 5-0-0.**

d. **Retiring – William Burt – Highway**

Town Administrator Genereux stated the letter of resignation was provided in the Select Board packet. Mr. Burt is retiring.

Motion 110722-5d: A motion was made by Ms. Provencher to accept the resignation and send a certificate of appreciation from the Town, seconded by Mr. Bujak. **Motion carries 5-0-0.**

e. **Appointment – Donna Main – Department Assistant (DIS)**

Town Administrator Genereux introduced Ms. Main. Select Board Chair Phillips asked why Ms. Main wanted to work in Leicester. Ms. Main stated it was a great opportunity and that it was a full-time position. The opportunity came up at the right place right time.

Motion 110722-5e: A motion was made by Ms. Provencher to approve the appointment, seconded by Mr. Bujak. **Motion carries 5-0-0.**

f. **Appointment – Susan Rowland – Regional Public Health Nurse (Health Dept.)**

Due to a miscommunication, Ms. Rowland was not in attendance. Select Board Chair Phillips stated he would leave it up to the board in how they wanted to proceed. However, typically appointees are either in-person or attend virtually. Health Director Dagle asked if the board would consider a contingent appointment to allow Ms. Rowland to assist on an interim basis.

Motion 110722-5f: A motion was made by Mr. Duggan to make a provisional appointment with a full appointment pending an interview of the applicant at the November 21st Select Board meeting, seconded by Ms. Provencher. **Motion carries 5-0-0.**

g. **Appointment - Bryan Raymond – Firefighter Recruit**

Fire Chief Dupuis began the discussion providing an overview of the firefighter recruiting process. Mr. Raymond introduced himself to the Select Board. He has lived in Leicester the last six years, and he saw the opportunity to try something new and rewarding. Currently does merchandising and sales.

Motion 110722-5g: A motion was made by Ms. Provencher to approve the appointment, seconded by Mr. Bujak. **Motion carries 5-0-0.**

h. **Appointment - Roger McManus - Firefighter Recruit**

Mr. Phillips asked why the applicant wanted to work for the town. Mr. McManus' father worked in a Fire Department and considered a family business at this point.

Motion 110722-5h: A motion was made by Ms. Provencher to approve the appointment, seconded by Mr. Bujak. **Motion carries 5-0-0.**

i. **Appointment - Sean McGrail - Firefighter Recruit**

Mr. Phillips asked why the applicant wanted to work for the town. Mr. McGrail stated he wants to be a role model for his daughter and help the community.

Motion 110722-5i: A motion was made by Ms. Provencher to approve the appointment, seconded by Mr. Bujak. **Motion carries 5-0-0.**

j. **Appointment - Melvin Medina - Firefighter Recruit**

When asked why Mr. Medina wants to work for the Town, he stated he lived in the community approximately 14 years. He has wanted to work in public safety for a long time. Currently drives an 18-wheeler. This opportunity came up and decided to take it. Heard about the opportunity at the Harvest Festival.

Motion 110722-5j: A motion was made by Ms. Provencher to approve the appointment, seconded by Mr. Bujak. **Motion carries 5-0-0.**

k. **Appointment - Brett Willand - Firefighter Recruit**

Mr. Willand currently works for Spectrum News. He was born and raised in Leicester. Mr. Willand wants to make difference in the community.

Motion 110722-5k: A motion was made by Ms. Provencher to approve the appointment, seconded by Mr. Bujak. **Motion carries 5-0-0.**

l. **Appointment - Matthew Brooks - Firefighter Recruit**

Mr. Brooks has lived in Leicester his whole life. He is in the army and wants to get training in as a Firefighter before going on active duty. Once he is done, he wants to return to Leicester and get a plumbing license.

Motion 110722-5l: A motion was made by Ms. Provencher to approve the appointment, seconded by Mr. Bujak. **Motion carries 5-0-0.**

m. **Appointment - Michael Dyson - Firefighter Recruit**

This discussion was passed over.

No motion was made by the Select Board.

n. **Appointment - Jaime Bazydlo - Firefighter Recruit**

Jaime Bazydlo is an iron worker. He moved to Leicester and bought a house last May. He was in the Army Reserve for 10 years. A friend encouraged him to put in an application for this position. He wants to be a part of the community.

Motion 110722-5n: A motion was made by Mr. Bujak to approve the appointment, seconded by Mr. Antanavica. **Motion carries 5-0-0.**

o. **Appointment - Daniel George - Firefighter Recruit**

Mr. George was born and raised in Leicester and graduated Anna Maria College with a justice degree. He wants to serve the community through Leicester Fire/EMS.

The Fire Chief thanked the Select Board for their time.

Motion 110722-5o: A motion was made by Mr. Bujak to approve the appointment, seconded by Ms. Provencher. **Motion carries 5-0-0.**

6. OTHER BUSINESS

a. **Accept gifts to the Senior Center**

Town Administrator Genereux provided summary of donation amounts and who made donations.

Motion 110722-6a: A motion was made by Mr. Bujak to accept all the gifts, seconded by Ms. Provencher. **Motion carries 5-0-0.**

b. **Accept donation from Al's Oil Service to the Leicester Fire Department**

Town Administrator Genereux stated that town meeting article funds were repurposed. Al's Oil Service donated a 275-gallon tank and installation. The Fire Chief thanked Al's Oil and stated the Town of Leicester was grateful to them.

Motion 110722-6b: A motion was made by Ms. Provencher to accept the gift, seconded by Mr. Bujak. **Motion carries 5-0-0.**

c. **Accept 2023 Retiree MIIA BC/BS Medex rates**

Town Administrator Genereux started discussion outlining what is in Select Board packet rider 1/1/23 information.

Motion 110722-6c: A motion was made by Ms. Provencher to accept the rates, seconded by Mr. Antanavica. **Motion carries 5-0-0.**

d. **Vote to notify MassDOT on Auburn Street Bridge Weight Limit**

Mr. Duggan stated that the weight limit is a concern on the bridge, and it is not big enough for two tractor trailers. GPS applications should flag the weight limit. Town Administrator Genereux stated Highway has nothing to do with Auburn Bridge. However, the Police Chief went to the nearby Amazon warehouse, and they wiped the bridge off their routing software. Individuals should notify the town if they see any amazon trucks after couple days.

No motion was made by the Select Board.

e. **Approve Turf Field Fence Quote (Mohawk Fence)**

Mr. Genereux stated the contract amount was \$28,500. The Town is still waiting on some materials for the contract including insurance information. Mr. Bujak asked if there was any trash or damage on the field recently. Mr. Genereux stated the town plans to put a dumpster there, as it is not realistic to ask groups to pick up everything. Mr. Bujak asked if the field was insured. Mr. Genereux replied that it was insured. Mr. Bujak asked why this wasn't a capital item for Town Meeting. Mr. Genereux stated that the town doesn't need to vote on each improvement as it was part of purchase vote. Mr. Bujak asked when does the town require a Town Meeting vote. Mr. Genereux stated once the two-million-dollar budget is through. Mr. Bujak stated he struggles with justifying paying for the fence. Assistant Town Administrator Vitale reviewed the 9/19/2022 meeting minutes to clarify the status of the fence project and where it was at in the approval process. Town Administrator Genereux stated it is up to the Select Board what it wants to do. Mr. Bujak stated we are putting up cameras on the field, which will deter vandalism. Mr. Phillips stated it may be best to hold off for now until other active project quotes come in due to changing conditions. Mr. Genereux stated the quote is good for 30 days. Mr. Antanavica stated the reason for the fence is if the field was damaged, how long would it be out of commission for. Mr. Antanavica stated the best insurance policy is to fence around it. Mr. Bujak stated the town can put up a sign, and it is cheaper starting point versus installing a fence. Mr. Bujak stated the probably for field damage is minimal.

Motion 110722-6e: A motion was made by Mr. Bujak to rescind the quote, seconded by Mr. Duggan. **Motion carries 4-1-0.**

f. **Approve Fire Station 3 bid and sign contract (Cape Cod Builders)**

Town Administrator Genereux provided an overview of the contract included in the meeting packet. The contract amount is for \$57,500.

Motion 110722-6f: A motion was made by Mr. Bujak to approve the contract, seconded by Mr. Duggan. **Motion carries 5-0-0.**

g. **Vote on support of Variances for the 1812 House & Barrett Hall**

Assistant Town Administrator Vitale provided an overview of the variance application materials included in the meeting packet.

Motion 110722-6g: A motion was made by Mr. Antanavica to support the variance applications, seconded by Ms. Provencher. **Motion carries 4-0-1.**

h. **Vote to call for Special Town Meeting on Tuesday, January 10th, 2023**

Town Administrator Genereux provided an overview of why the Town is seeking to hold a Special Town Meeting including the need to extend the Police Chief Contract, vote on the adaptive reuse bylaw, and hold a vote on the items not completed at the Fall Special Town Meeting.

Motion 110722-6h: A motion was made by Mr. Antanavica to call for a Special Town Meeting on January 10th, 2023, seconded by Mr. Bujak. **Motion carries 5-0-0.**

i. **Vote to close Special Town Meeting Warrant on Tuesday, November 22nd, 2022**

Motion 110722-6i: A motion was made by Mr. Antanavica to close the Special Town Meeting Warrant on November 22, 2022, seconded by Ms. Provencher. **Motion carries 5-0-0.**

j. **Vote on hiring Police Officers outside of Civil Service**

Mr. Genereux discussed proposed process for hiring outside of civil service. With a positive vote, the Police Department will move ahead with recruitments.

Motion 110722-6j: A motion was made by Mr. Bujak to move forward with hiring outside of Civil Service, seconded by Mr. Antanavica. **Motion carries 5-0-0.**

k. **Vote on Treasurer/Collector Contract**

This discussion was passed over.

Motion 110722-6k: A motion was made by Mr. Antanavica to pass over this agenda item, seconded by Mr. Bujak. **Motion carries 5-0-0.**

l. **2022 Town Hall Holiday Hours**

Motion 110722-6l1: A motion was made by Mr. Antanavica for no Town Hall Holiday Hours, seconded by Mr. Bujak. **Motion defeated 0-5-0.**

Motion 110722-6l2: A motion was made by Ms. Provencher to approve the Town Hall Holiday Hours as recommended, seconded by Mr. Bujak. **Motion carries 5-0-0.**

The Select Board discussed part of Agenda Item 6N before 6M due to a meeting attendee's schedule.

m. Town Administrator's Performance Goals

Mr. Phillips began the discussion by stating this topic was previously discussed in a work session. Select Board members have reviewed the performance goals and a few changes were made. The Town Administrator's Office performance goals were read by Select Board Member John Bujak. Mr. Phillips clarified these goals are for the Town Administrator's Office and not just the Town Administrator. Ms. Provencher questioned what will happen with these goals if there is an emergency and the goals are not met. Mr. Phillips stated multiple people are sharing these goals. Mr. Phillips stated the goals are workable and should be completed with ease. The three primary cornerstones of the performance goals are: People, Financial, and Community/Business. People Goals: Implement three retention activities, begin holding bi-weekly department head meetings, implement a one day per quarter rotation working in each department, reduce staff turnover by 50% from the previous calendar day (12 months). Mr. Genereux asked how the board wants the town to calculate the turnover rate. Mr. Bujak stated there is flexibility in how the town can calculate the turnover rate, understanding there is a lot of per-diem staff. Mr. Genereux raised concerns over the one day per quarter rotation and the time commitment. Mr. Bujak stated this is not a large burden between Mr. Genereux and Mr. Vitale. Financial Goals: Improve transparency of financial status of the town by publishing monthly comprehensive reporting package, implement a zero-based budgeting process, create a 3–5-year fiscal analysis and strategy in conjunction with applicable town boards/committees. Community/Business Goals: Improve economic presence/business development in town by implementing three initiatives, enhance the presence of the Economic Development Committee through in-person, online, and social media, establish a grant seeking proposal plan for how grants will be obtained. At this time, Mr. Bujak stated there are a lot of needs in town and wants to make sure groups has the opportunity to convey needs. Mr. Genereux stated the Grant Manager can reach out but is concerned about a work group reviewing grants. Mr. Bujak stated a working group can work with outside groups like the CARE Group as one unit. Mr. Bujak stated the town does not do a good job of building consensus among outside groups. Mr. Antanavica stated that he agrees with certain elements of the performance goals, but in reference to the performance goal regarding town entryways, how can the town address that if it's private property. Mr. Antanavica stated the town has no control over this. MassDOT has multiple trees that need to get addressed. Mr. Phillips suggested sending correspondence to the Lt. Governor's Office to get a response. Mr. Phillips stated the town should take additional steps if the town doesn't hear back from their office or the town's State Representatives and Senators. Mr. Phillips stated there are things the town can do and can't do, but the town should try. Mr. Bujak stated there is someone who knows someone. The town should reach out to contractors to try and get something done. Mr. Bujak questioned how to think outside the box to get business in town. Ms. Provencher stated people pay their taxes and it's the owners right to maintain their property as they see fit. However, she also stated that there may be things that be done to how town entryways more appealing. Mr. Antanavica explained the process for code violations in other towns which included issuing fines.

Motion 110722-6m: A motion was made by Mr. Bujak to accept the performance goals, seconded by Mr. Duggan. **Motion carries 5-0-0.**

n. **Discussion on former Middle School Disposition**

Mr. Phillips stated this is a brief initial discussion on this topic. Mr. Phillips does not want the middle school to end up like Memorial. Nothing is happening at this point this winter with the building. Jason, an attendee, stated community watch planning to be in there 3 nights per week with Leicester Basketball. Leicester Basketball (youth hoops). Jason wanted to ensure they can use it for the remainder of the year. Mr. Phillips stated he does not see need to change arrangement except for cost incurred. Mr. Antanavica asked how this group was getting into the building. Jason stated Leicester's Facilities Director let them in. They also have a key. They understand they are responsible for cleaning the facilities and ensuring doors are locked. Mr. Genereux will ensure there is a certificate of insurance on file.

No motion was made by the Select Board.

The Select Board returned to conversation at 8:40PM.

Mr. Phillips wants to establish a through process for next steps. Mr. Duggan wants to ensure the building is winterized. Mr. Phillips asked for the Facilities Director's contact information. Mr. Genereux stated he will send that out. Mr. Antanavica stated the State Police may have an interest but does not want to give the building away for nothing. Mr. Antanavica asked if there is any interest in renting just the front part of the building. Mr. Duggan asked if the building has good bones and if there are any grant opportunities. Mr. Phillips suggested that the Select Board hold a field trip to the middle school. Mr. Phillips asked to schedule a work session so the board could have a larger discussion. Ms. Provencher asked when did the school turn over to the town. Mr. Genereux stated October 8th, 2022. Mr. Genereux stated work is being done to separate utilities. Mr. Genereux stated the town needs to figure out the zoning for the property and if the building qualifies under the proposed adaptive reuse policy. Mr. Bujak asked what do people want there? The Town should put something on its website to solicit opinions. Mr. Bujak asked if the contents were out of the building. Mr. Genereux stated not yet, however, contents will be offered to the School Department. The Facilities Director completed an inventory. Mr. Suggan suggested putting the surplus items on MMA to give away. Mr. Genereux stated the school is providing a dumpster to get trash out. Mr. Bujak asked if the town should auction items or put it on a selling website.

No motion was made by the Select Board.

o. **Acceptance gift for construction of handball wall at Towtaid Park**

Mr. Genereux provided an overview of the gift. This project had some controversy. The Town was able to work it out with the Parks and Recreation member. A check of \$4,700 is half the payment, the other half will be paid by Parks and Recreation. The Building Inspector suggested some changes to the Handball Wall which were made. With the Select Board's vote, the town can move forward with paying the vendor for the work.

Motion 110722-6o: A motion was made by Mr. Antanavica to accept the gift, seconded by Ms. Provencher **Motion carries 5-0-0.**

7. MINUTES

a. October 11, 2022

Motion 110722-7a: A motion was made by Mr. Antanavica to approve the meeting minutes, seconded by Ms. Provencher **Motion carries 5-0-0.**

8. REPORTS

a. Student Liaison Reports

Student Liaisons were not in attendance.

b. Report of the Town Administrator's Office

Mr. Genereux reviewed the Town Administrator's Report, which was provided in the Select Board meeting packet.

No motion was made by the Select Board.

c. Economic Development Report

Mr. Vitale reviewed the Economic Development Report, which was provided in the Select Board meeting packet.

Mr. Phillips commented he saw two large tanks outside on the lots across from Walmart.

d. Select Board Reports

Mr. Bujak asked about the solar roof credit balance from the Memorial school. Town Administrator Genereux will review and get all credit appropriated through Schedule Z. Mr. Bujak asked that status of the gate automation on the former Becker College campus. Mr. Genereux stated the initial quote was approximately \$30K. Mr. Phillips said that the town should check with the Chief, as they have software that can hook up to emergency vehicles to open the gates easily. Mr. Antanavica stated the town should make sure to put in for a new ambulance as it is a two-year waitlist. If the town were to order it now, by the time it was built, the first two ambulances will have around 80K miles on them. Mr. Phillips stated the town needs to have additional discussions on a mutual aid agreement and potential supplemental agreements to defray cost of new vehicles. Select Board members agreed that conversations should take place. Mr. Duggan stated the town should take a deeper look at its vehicles in town. The Town should have a vehicle replacement policy and maintenance schedule. Mr. Bujak asked for an update on the rebranding gym project. Mr. Genereux stated the quote closes November 16th, 2022. The Board can vote ahead of time to award the project to the lowest qualified bidder at its November 14th, 2022, if it chooses. Ms. Provencher discussed the upcoming Veterans Day activities. Mr. Phillips asked for an update on the housing authority and the seniors living in a hotel. Mr. Genereux stated all the work but the top corner of the housing authority's north wing is completed. Mr. Phillips asked what the plan for the remaining residents is living in the hotel.

Mr. Phillips asked for the town to reach out to the housing authority and offer Barrett Hall for use. Mr. Genereux stated that he will reach out. Mr. Antanavica asked if there was bus transportation for seniors living at the hotel for voting tomorrow. Mr. Genereux did not have that information available. Mr. Phillips asked if a shared calendar should be created. Mr. Vitale will work to create a calendar via email. Mr. Phillips asked for an update on the recent dog hearing. Mr. Genereux stated they are coming back at the November 21st, 2022, meeting as an additional concern was filed.

Motion 110722-9: A motion was made by Mr. Antanavica adjourn, seconded by Ms. Provencher
Motion carries 5-0-0.

ADJOURN