

**SELECT BOARD MEETING MINUTES  
JANUARY 17, 2023, 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**

**Motion 011723-1.1:** A motion was made by Mr. Duggan to go into executive session, seconded by Ms. Provencher. **Motion carries 5-0-0 (Roll Call Vote) at 5:33PM.**

- a. **To consider the purchase, exchange, lease, or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body pursuant to M.G.L. c. 30A, §21(a)(6) – Campus Property Disposition.**
- b. **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) – Municipal Grants Manager**

**Motion 011723-1.2:** A motion was made by Ms. Provencher to exit executive session, seconded by Ms. Duggan. **Motion carries 5-0-0 (Roll Call Vote) at 6:38PM.**

**2. SCHEDULED ITEMS**

- a. **6:00PM - Denise and Scott Weikel**

Mr. Phillips resumed open session at 6:41PM. Mr. Phillips presented a Citation for thirty years of service to the community for the annual Christmas Display. In addition, Mr. Phillips presented and read a Proclamation on behalf of Leicester's State Representative and Senator.

Police Chief Antanavica provided Scott and Denise with a copy of an article from 2015 when display took off. Mr. Weikel thanked the Select Board for this recognition and stated they are proud of the money they raised. This year, they raised \$18K and donated it back into the town. Mr. Weikel and Ms. Weikel also thanked Leicester Police for their work. Scott and Denise Weikel took a commemorative photograph with the Select Board.

*No action was taken by the Select Board on this agenda item.*

### 3. PUBLIC COMMENT PERIOD

*There was no public comment.*

### 4. CIVIC ANNOUNCEMENTS

Assistant Town Administrator Vitale shared that the Worcester Chamber has a \$1000 grant opportunity out for business members.

### 5. RESIGNATIONS & APPOINTMENTS

#### a. Appointment - William Small III – Firefighter Recruit

Fire Chief Dupuis introduced Williams Small III. Mr. Dupuis stated he would like to get him on the road quickly. Mr. Phillips asked why Mr. Small wants to work for Leicester. Mr. Small thanked the Select Board for having him there. He wants to volunteer and likes to serve. He has held several public service positions. He moved from North Carolina and wants to continue to serve while he has some irons in the fire for law enforcement opportunities.

**Motion 011723-5a:** A motion to appoint was made by Ms. Provencher, seconded by Mr. Bujak. **Motion carries 5-0-0.**

#### b. Appointment – Samantha Chatterton – Municipal Grants Manager (Town Administrator’s Office)

Mr. Genereux began the discussion and provided an overview of the recruitment process. Mr. Genereux introduced Ms. Chatterton. Ms. Chatterton stated she has a finance background. After several years in that area, she decided to take a new path. She got introduced to grants as part of her current job and she liked the work and procurement piece. Mr. Phillips stated the Select Board has high expectations for the position. Ms. Chatterton said she expected that. Mr. Bujak asked what her ideas were for obtaining grants. Ms. Chatterton stated she knows the former Becker campus and infrastructure grants are the focal point. She wants to see what the town is working with when she starts and get a good tracking mechanism in place.

**Motion 011723-5b:** A motion to appoint was made by Ms. Provencher, seconded by Mr. Bujak. **Motion carries 5-0-0.**

#### c. Appointment - Matthew Fenuccio - Police Officer

Police Chief Antanavica introduced Mr. Fenuccio to the Select Board and recommended his appointment. He is the first non-civil-service Officer in the Town of Leicester in years. Mr. Phillips asked if Mr. Fenuccio went through the academy. Mr. Duggan stated he is a Canine Officer. The Police Chief stated discussions need to be had but would love to have the canine in Leicester.

**Motion 011723-5c:** A motion to appoint was made by Ms. Provencher, seconded by Mr. Bujak. **Motion carries 5-0-0.**

d. **Appointment - Max Jette - Police Officer**

Police Chief Antanavica introduced Mr. Jette and recommended his appointment. He is the second non-civil service Officer the Town of Leicester has appointed in years. The Police Chief stated he worked in Rutland and Sudbury. The Police Chief stated he owns chickens, to which Mr. Phillips laughed. Select Board members laughed.

**Motion 011723-5d:** A motion to appoint was made by Ms. Provencher, seconded by Mr. Duggan. **Motion carries 5-0-0.**

6. **OTHER BUSINESS**

a. **ADA Self-Evaluation & Transition Plan Contract - Edward J. Collins, Jr. Center for Public Management**

Assistant Town Administrator Vitale began the discussion and provided overview of project history. Mr. Vitale stated this project is grant funded. Mr. Vitale introduced Michael Edwards from the Collins Center. Mr. Edwards stated this project would begin later this spring. Mr. Edwards stated they would look at programming use of the buildings and create a plan to improve conditions in buildings in a way that's affordable to the town. Mr. Duggan stated he would like to see the Council on Disability get back into the swing of things.

**Motion 011723-6a:** A motion was made by Mr. Antanavica to approve the signing of the contract, seconded by Mr. Bujak. **Motion carries 5-0-0.**

b. **Municipal Traffic Code (School Zone Designation)**

Assistant Town Administrator Vitale stated Agenda Items 6b and 6c were related to each other. Assistant Town Administrator Vitale reviewed the memo provided in the Select Board meeting packet. Mr. Vitale stated this will help the School District with their application for the MassDOT Safe Routes to School Grant, as they need the road outside the new Leicester High School Campus designated as an official School Zone to qualify.

**Motion 011723-6b:** A motion was made by Ms. Provencher to refer to the Town Administrator's Office and applicable departments to establish a Municipal Traffic Code, seconded by Mr. Bujak. **Motion carries 5-0-0.**

c. **MassDOT Safe Routes to School Grant**

**Motion 011723-6c:** A motion was made by Mr. Antanavica to approve the grant application submission, seconded by Ms. Provencher. **Motion carries 5-0-0.**

7. **MINUTES**

- a. **October 17<sup>th</sup>, 2022**
- b. **October 18<sup>th</sup>, 2022**

**Motion 011723-7:** A motion was made by Mr. Duggan to approve the meeting minutes, seconded by Ms. Provencher. **Motion carries 5-0-0.**

## **8. REPORTS**

### **a. Student Liaison Reports**

Joely Fontaine stated January 17th-20th are mid-terms. Grades close January 20<sup>th</sup>. Report cards will be released Jan 27<sup>th</sup>.

*No action was taken by the Select Board on this agenda item.*

### **b. Town Administrator's Report**

Mr. Genereux reviewed the Town Administrator's Report within the Select Board packet. Mr. Antanavica asked about the security cameras and compatibility. Mr. Genereux stated he and the Police Chief had a meeting and were reassured they will make sure the equipment and cabling work. Mr. Genereux stated that reference checks for school camera bid are ongoing. Mr. Bujak stated he wants to make sure the town is not getting end of life equipment. Mr. Genereux stated Facilities Director Lauzon will be on site to monitor the installation work. Mr. Phillips asked if information was found on the school solar panels. Mr. Genereux provided his findings. Mr. Genereux stated he is working with a consultant to get a proposal to assist the town with its utilities. Mr. Bujak stated he wants a work session to discuss the Memorial School. Mr. Genereux stated additional discussions are needed with the Planning Board.

*No action was taken by the Select Board on this agenda item.*

### **c. Economic Development Report**

Assistant Town Administrator Vitale provided an overview of the Economic Development Report.

*No action was taken by the Select Board on this agenda item.*

### **d. Select Board Reports**

Ms. Provencher thanked residents for helping her through the personal challenges she is going through.

Mr. Bujak asked for an update on addressing potholes. Mr. Genereux stated the gentleman who recently raised a concern came up to him at the Special Town Meeting and stated the conditions have been better. Mr. Phillips stated he would like to see a form on the town website where residents can report a pothole.

Mr. Bujak asked if there was an updated spreadsheet for the Becker expenditures, to which Mr. Genereux stated he would put a list together.

Mr. Bujak asked where the microwaves and flat screen televisions in Barrett Hall came from. Mr. Genereux stated they were there from when the town set the building up as an emergency shelter for the housing authority. Mr. Bujak stated he didn't realize the Select Board authorized that spending and asked why the town is diverting resources to that and not the schools. Mr. Genereux stated that was done months ago. Mr. Phillips stated the spending was done out of the emergency management fund for instances like that. Mr. Genereux stated he does not need to come before to Board to spend out of that account. Mr. Bujak stated he doesn't think that people think that's the best use of town resources. Mr. Phillips stated the residents of the housing authority had limited access to their possessions. Mr. Bujak asked how much was spent, to which Mr. Genereux stated \$13K. Mr. Bujak asked what authority limits are for the Town Administrator. Mr. Genereux stated that when the fire occurred, setting up Barrett Hall as an emergency shelter made sense. Mr. Genereux stated under normal circumstances, he wouldn't just buy a bunch of stuff. Mr. Genereux stated he can sign contracts up to \$25K. However, Mr. Genereux usually brings those items to the board because he doesn't want to do things in a vacuum.

Mr. Bujak asked when the Parks and Recreation workshop was taking place. Mr. Phillips stated he believes January 28<sup>th</sup>.

Mr. Bujak asked about more hiring. Mr. Genereux stated he expects more hires in the coming weeks.

Mr. Duggan stated he is happy with the hires at the Police Department. Select Board members wanted to know the requirements to get the canine over to the town.

Mr. Antanavica stated Select Boards members should individually attend department heads meetings, as they are very informative. Mr. Antanavica stated he does not believe the office rotations worked well, and the Town Administrator's Office was not productive. Mr. Phillips asked if the schedule for the department head meetings can be forwarded to the Select Board. Mr. Genereux stated he can send out invites. Mr. Phillips stated the Town Administrator's Office should allocate their time appropriately.

*No action was taken by the Select Board on this agenda item.*

**Motion 011723-9:** A motion was made by Mr. Antanavica to adjourn, seconded by Ms. Provencher. **Motion carries 5-0-0 at 7:59pm.**

**ADJOURN**