

SELECT BOARD MEETING MINUTES

JULY 31, 2023, AT 6:00PM

LEICESTER TOWN HALL, LEICESTER, MASSACHUSETTS 01524

Chair Rick Antanavica, Vice Chair Dianna Provencher, Selectman John Bujak, Town Administrator David Genereux, and Assistant to the Town Administrator Maria Cataloni were in attendance. Chair Antanavica opened the meeting at 6:17 PM.

ATTENDANCE:

Select Board

Chair Rick Antanavica	Present
Vice Chair Dianna Provencher	Present
John Bujak	Present

Administrators:

David Genereux, Town Administrator	Present
Maria Cataloni, Assistant to the TA	Present

07312023-1 SCHEDULED ITEMS – None Scheduled

07312023-2a Alternate WRTA Member – Heather Lyn Haley

Doug Belanger of the WRTA Committee stated they have not had an alternate in quite some time. He added that Heather served last year as Rider Representative, and he would recommend her as the Alternate. Mr. Belanger also handed out a summary of WRTA which had been scheduled for review in March. The WRTA has almost 4 million riders now, and Mr. Belanger then introduced Ms. Haley.

Ms. Haley stated that she grew up in Cherry Valley, walking distance from the Cherry Valley WRTA bus stop, and that her grandmother taught her value of public transport. She believes that the top three reasons for using public transportation is to make money, spend money and to seek rides for healthcare. She further stated that she is happy to learn from Doug and become a well-qualified alternate.

Ms. Provencher made a motion to appoint Ms. Haley as the Town’s Alternate WRTA member. Seconded by Mr. Bujak, the motion carried 3-0-0.

Mr. Antanavica inquired about if the fees being abolished lead to the increased ridership. Doug said no, other towns did the same thing. Worcester is only community to have full weekend service.

07312023-2b. Appointment - Assistant Town Administrator – Justine Caggiano

Mr. Genereux state that Ms. Caggiano interviewed for the position the last time and he was pleased that she reapplied and recommended her candidacy to the Board. Mr. Bujak asked Ms. Caggiano why she was interested in the Assistant Town Administrator position. Ms. Caggiano stated that she had just obtained her master’s degree and has extensive HR experience so ATA would be a good fit. Also, she lives in Spencer. Mr. Bujak asked what do you think you can improve here, and where do you think that you will fit? Ms. Caggiano

stated that she had expertise in policy-setting, personnel management, and procurement. Ms. Provencher made a motion to approve, seconded by Mr. Bujak.

Ms. Provencher stated that she had a lot of HR experience, and asked Ms. Caggiano to elaborate. Ms. Caggiano stated that while working in Ware, she took care of all insurance, onboarding of employees, unemployment hearings, and policy development. In Millbury She was the HR director for both the town and school district, which totaled 537 employees. Mr. Bujak stated that he saw the HR background and asked her if she wanted to shift gears and go towards Assistant Town Administrator? Ms. Caggiano said yes and would be beneficial to town. Mr. Antanavica stated that he was interested in placing more HR components into the Town, because some employees had been complaining about it. He asked if Ms. Caggiano had done exit interviews. Ms. Caggiano stated that while they are optional, she had but they were offered to everyone. Mr. Antanavica asked if she felt that of those that went to her, did they feel you were neutral or working for the Town? Ms. Caggiano stated that she would like to think so, but she did work for the Town. Mr. Bujak asked her if she felt that she had dotted line responsibility to the Select Board on employee issues because her desk is out outside Mr. Genereux's office, which is a bit of a fishbowl and not ideal for an employee to speak to you. Ms. Caggiano stated that she agreed and would speak to the employee in a different office or conference room.

The motion to approved Ms. Caggiano passed 3-0-0.

07312023- 2c Appointment – Regional Administrative Assistant – Megan Gaucher

Ms. Gaucher was introduced by Mr. Genereux. She stated that she lives in Cherry Valley, and is recent graduate of Worcester State with a bachelors degree in science and public health. Interned for 5 months with BOH. Excited to learn and be a part of it all. Mr. Genereux reminded the Board that this position was fully funded as part of the DPH health grant. Ms. Provencher made the Motion to appoint Ms. Gaucher. Seconded by Mr. Bujak, the motion carried 3-0-0.

07312023-2d Appointment – Nick Miller – Truck Driver/Laborer (DPW)

Mr. Genereux introduced Mr. Miller to the Board. Mr. Miller stated that he lives on Whittemore St. He attended Leicester High School and has worked there a teacher for four years. He stated that he does not like to sit still and would like to move to Leicester DPW. He has worked with the DPW director and his assistant for the last month, and has many hours logged on various pieces of DPW equipment. Ms. Provencher made the motion to appoint Mr. Miller. Seconded by Mr. Bujak, the motion carried 3-0-0.

Ms. Provencher asked Mr. Miller if he had a CDL. Mr. Miller stated that he did not but was planning on getting one. Mr. Bujak asked Mr. Miller what his long-term interest was. Mr. Miller stated that he did not love working in school and wanted to try something new.

07312023-2e Resignation - Dog Park Committee - Sandra Boucher-Martin

Mr. Genereux referred the Board to the resignation in the packet due to the availability of time. Ms. Provencher made the motion to accept the resignation. Seconded by Mr. Bujak, the motion carried 3-0-0.

Mr. Bujak asked about the current number of committee members. Mr. Genereux stated that he had to check, but he believes that there are currently four members.

07312023-3a – Town Facility Usage Fees

Mr. Genereux introduced Paul Fontaine, stating that he did the lion's share of the work on the fees.

Mr. Fontaine stated that the Town is now responsible for scheduling the fields and school buildings. An ad-hoc group worked to come up with fees and procedures, using existing rules formed by town and school administrations. Mr. Fontaine stated that the goal was to try to make everything uniform.

Mr. Fontaine explained that mapped out all of the facilities and gave them names and use prices. He recommended that once these fees are voted and approved, they should be put on town site . Mr. Fontaine stated that he got involved in Parks and Rec to create consistency and that the acquisition of Becker amplified need for uniformity.

Mr. Fontaine stated that many different uses have been undocumented – now they will have a channel to come through this committee. We should make everything available to the public, all ages and groups., with the revenue generated from the fees serving to improve the fields and facilities.

Mr. Bujak commended Mr. Fontaine for all his work, which he found to be very insightful and directive. Mr. Bujak also stated that the School Committee and Administration deserves recognition, as this process is not a separation of school and town buildings. He further stated that the school was very open to the idea of it being under the town. Mr. Bujak said that it brings clarity to the process; anyone can go online to book any and every field or building. Mr. Bujak said that he would love to see this move forward as soon as possible. SAP. Mr. Bujak stated that currently the package goes to one scheduler, but we do have two at the moment. He stated that there was the possibility of cost savings by having the school handle the schedules. The Chair stated we could discuss that further when we have five members present.

Ms. Provencher complimented Mr. Fontaine on his work and the thoroughness of his presentation. She made a motion to accept the Leicester Field and Facilities rules and rates. Seconded by Mr. Bujak, the motion passed 3-0-0.

Mr. Antanavica asked how the fees rate with other towns? Mr. Fontaine stated that Worcester, Ashland, and other Towns were significantly higher. Depending on the facility/field, the pricing was well below what other towns were charging. The turf field, based on its condition, has no issues renting, because there are not many turf fields around. Mr. Fontaine stated that rates are something we have been looking at, but they need maintenance. Mr. Antanavica stated that town groups shouldn't be gouged, but if groups are charging kids a lot, we should get a piece of that for maintenance. Mr. Bujak stated that it about supply and demand, if the Town can charge more, why not? Ms. Provencher said many other towns raise prices to take care of the fields. The Public Works Department does a heck of a job with much of it, but it still doesn't pay for repairs.

The motion passed 3-0-0.

07312023 – 5a1 – 06-05-23 Minutes

07312023 – 5a2 - 06-06-23 Minutes

07312023 – 5a3 - 06-20-23 Minutes

07312023 – 5a4 - 07-17-23 Minutes

07312023 - 5a5 – 07-18-23 Minutes

Ms. Provencher made a motion to accept all of the meeting minutes. Seconded by Mr. Bujak, the vote carried 3-0-0.

At 6:35 pm Mr. Bujak made a motion to go into executive session for the following purposes:

07312023 - 4a - 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) – ARPA funding for first responders – EMS and other personnel.

07312023 - 4b - 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) – ARPA funding for first responders – Police and Fire personnel.

07312023 - 4c - 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) – Various campus properties.

Seconded by Ms. Provencher, the Board voted by roll call to enter executive session (3-0-0).

At 7:58 the Board reconvened in open session

At 7:59 Ms. Provencher made a motion to adjourn. Seconded by Mr. Bujak, the motion carried 4-0-0.