

**SELECT BOARD MEETING MINUTES
DECEMBER 17, 2018 at 6:30pm
TOWN HALL, SELECT BOARD CONFERENCE ROOM**

CALL TO ORDER/OPENING

Chairwoman Provencher called the meeting to order at 6:30pm. Chair Dianna Provencher, Vice Chair Sandra Wilson, 2nd Vice Chair Brian Green, Selectman Rick Antanavica, Town Administrator David Genereux, Assistant to the Town Administrator Kristen Forsberg and Student Liaisons Alyssa Pupillo and Kathryn Stapel were in attendance. Selectman Harry Brooks was not in attendance.

1. EXECUTIVE SESSION

- a. **Executive Session Minutes**
- b. **Exceptions 2 & 3 – Meeting to discuss strategy in preparation for negotiations with nonunion personnel (Interim Police Chief) and to discuss strategy with respect to collective bargaining (Interim Police Lieutenant)**

A motion was made by Ms. Wilson and seconded by Mr. Green to enter into executive session at 6:32pm under Mass General Law Chapter 30A, Section 21A Exceptions 2 and 3 to discuss strategy in preparation for negotiations with nonunion personnel (Interim Police Chief), to discuss strategy with respect to collective bargaining (Interim Police Lieutenant) and to review executive session minutes. The Chair declared that to discuss these matters in open session would compromise the position of the Town. Roll Call: 3 Ayes, 1 Abstention (Mr. Antanavica did not attend executive session).

A motion was made by Ms. Wilson and seconded by Mr. Green to go out of executive session at 7:11pm and to resume in open session. Roll Call: 3 Ayes, 1 Abstention (Mr. Antanavica did not attend executive session).

2. PUBLIC COMMENT PERIOD

No members of the public provided comment

3. REPORTS & ANNOUNCEMENTS

- a. **Student Liaison Reports**

The Student Liaisons provided updates from the Leicester Public Schools including band and chorus holiday concerts at all schools, an upcoming half day on Friday for all students and winter break occurring from December 22nd to January 2nd.

- b. **Select Board Reports**

The Select Board discussed various topics including applauding police and fire for the Santa ride around town, applauding parks and rec for Christmas party at the Senior Center, Town Hall closing at 2pm on Christmas Eve and New Years Eve, Deja New donating \$10,500 this year to various charities in Town including Hearts for Heat and the food pantry, the December 28th retirement party for Chief Hurley and a thank you to Town Clerk Deb Davis for all she does.

- c. **Town Administrator Report**

The Town Administrator noted he has been working on the FY20 budget and publicly thanked Chief Hurley for his contributions to the Town through the years and that this is a loss for our Town.

4. RESIGNATIONS/APPOINTMENTS

a. Appointment - Interim Police Chief

Mr. Antanavica recused himself from this discussion. Mr. Genereux noted the Interim Police Chief position was posted a week and a half ago internally and one application was received from Sgt. Ken Antanavica. Mr. Genereux stated he met with Sgt. Antanavica to discuss the position and expectations. A contract has been negotiated that was discussed in executive session. Sgt. Antanavica discussed why he applied for this position and felt this was one more step where he could give back to the Town as a lifelong resident and make it a better place for everyone to live.

A motion was made by Ms. Wilson and seconded by Mr. Green to promote Sgt. Ken Antanavica to the position of Interim Chief under civil service via a department promotion effective December 31st and to sign the employment contract with Sgt. Antanavica. The motion carried 3:0:0 (Mr. Antanavica recused himself).

b. Appointment - Interim Police Lieutenant

Mr. Antanavica recused himself from this discussion. Mr. Genereux noted that the Interim Police Lieutenant position was also posted internally a week and a half ago and one application was received from Sgt. Paul Doray. Mr. Genereux met with Sgt. Doray to discuss the position and expectations. The sergeant union contract states that if a lieutenant position is created the appointee must be one of the sergeants and that compensation would have to be negotiated. Sgt. Doray discussed why he applied for this position noting he is a 25-year member of the Leicester Police Department and has been the union president for the last 16 years.

A motion was made by Ms. Wilson and seconded by Mr. Green promote Sgt. Paul Doray to the position of Interim Lieutenant under civil service pending union negotiations. The motion carried 3:0:0 (Mr. Antanavica recused himself).

c. Appointment - Alternate Building Inspector - John Zachariewicz (Re-vote)

A motion was made by Ms. Wilson and seconded by Mr. Green to appoint John Zachariewicz to the position of Alternate Building Inspector with the condition he become a certified building inspector within one year in accordance with Mass General Laws. The motion carried 4:0:0.

d. Appointment - Part Time (24/36 hours per week) – EMT Basic –Koury McDowell

A motion was made by Ms. Wilson and seconded by Mr. Antanavica to appoint Koury McDowell to that position of part-time benefitted EMT-Basic for 24 hours/36 hours every other week. The motion carried 4:0:0.

5. OTHER BUSINESS

a. 7:00pm - Fraternal Order of Eagles Leicester/Spencer 4541, Inc. – ABCC amendment to License Change of Officers – Scot Peterson, Jeff Tebo Change of Manager – Matthew John Jerome

A motion was made by Mr. Antanavica and seconded by Mr. Green to approve the change of officers and change of manager as requested by the Fraternal Order of the Eagles Leicester/Spencer 4541 Inc for their liquor license. The motion carried 4:0:0.

b. Host Community Agreement Review and Approval – Nor'easter Remedies

A motion was made by Ms. Wilson and seconded by Mr. Green to approve and sign a Host Community Agreement with Nor'easter Remedies for wholesale cultivation. The motion carried 4:0:0.

c. Right of First Refusal – Parker Street (Parcel ID Map 42 Parcel B1)

A motion was made by Ms. Wilson and seconded by Mr. Antanavica to decline to exercise the Board's right of first refusal for the Parker Street parcel (M24 B1). The motion carried 4:0:0.

d. FY 2020 Budget Review

Mr. Genereux provided a preliminary overview of the FY20 budget, noting that estimated overall new revenue is \$431,119 minus \$291,058 in intergovernmental expense increases leaves an estimated \$140,061 left to distribute which would be split \$82,546 to schools \$57,515 to municipal departments according to the 75/25 formula. Mr. Genereux noted this number does not include the \$90,000 shifted in FY19 as a one-time transfer from school special revenue account which is in the base budget, thereby increasing the overall school budget by \$145,000 in new revenue. The draft budget includes the full year class and comp plan salary increases plus \$14,000 for utilities at the new library which is likely insufficient by \$20,000.

A possible override to hire highway employees that would also maintain the grounds at the school was discussed. The lack of plow drivers for this winter was discussed as the highway superintendent is struggling to find contractors willing to work.

e. Fee Discussion & Review

- **Selectmen Fees (Discussion and review)**
- **Board of Health Fees (Discussion only)**

This item was passed over

f. 2019 License Renewals

License	Business	Address
Common Victualler	B-Law's Diner	15 South Main Street
Common Victualler	Pleasant St. Diner	310 Pleasant Street
Common Victualler	Dippin Donuts	1181 Main Street
Common Victualler	Good Guys Pizza	865 Main Street
Common Victualler	Uncle Jay's Twisted Fork	509 Stafford Street
Common Victualler	Wings & Company	1072 Main Street
Motor Vehicle Repair	Mac's Auto	490 Main Street
Motor Vehicle Repair	Breezy Bend RV	418 Pine Street
CL2 & Motor Vehicle Repair	M&N Gas	200 Main Street

A motion was made by Mr. Green and seconded by Ms. Wilson to approve the 2019 license renewal requests as listed on the agenda. The motion carried 4:0:0.

g. New License BYOB – Bill's Pizza and Restaurant -1141 Stafford Street

A motion was made by Mr. Green and seconded by Mr. Antanavica to approve a BYOB license for Bills Pizza located at 1141 Stafford Street contingent upon proof of TIPS training for staff. The motion carried 4:0:0.

h. New License BYOB – Karol's Korner -610 Pleasant Street

A motion was made by Mr. Antanavica and seconded by Ms. Wilson to approve a BYOB license for Karol's Corner located at 610 Pleasant Street contingent upon proof of TIPS training for staff. The motion carried 4:0:0.

i. New License BYOB – Wings and Company, LLC -1072 Main Street

A motion was made by Mr. Green and seconded by Ms. Wilson to approve a BYBO license for Wings and Company located at 1072 Main Street contingent upon proof of TIPS training for staff. The motion carried 4:0:0.

j. **Treasurer/Collector Office Restructuring**

Mr. Genereux discussed potential upcoming staffing changes in the department as one part time employee who was previously full time will be leaving this winter/spring. Mr. Genereux recommended hiring another full-time person to replace her once she does leave as cross training is going well and the current staff is more than capable of managing the current workload.

6. MINUTES

a. **November 19, 2018**

b. **December 10, 2018**

A motion was made by Ms. Wilson and seconded by Mr. Antanavica to approve the minutes of both November 19, 2018 and December 10, 2018. The motion carried 4:0:0.

A motion to adjourn was made by Mr. Antanavica and seconded by Ms. Wilson at 8:40pm. The motion carried 4:0:0.