

**SELECT BOARD MEETING MINUTES
JANUARY 7, 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 Harry Brooks, Selectman Rick Antanavica, Town Administrator David Genereux, Assistant to the Town Administrator Kristen Forsberg and Student Liaison Katheryn Stapel were in attendance.

1. EXECUTIVE SESSION

- a. **Executive Session Minutes**
- b. **Exception 1 - Discuss the reputation, character, physical condition or mental health rather than professional competence of an individual (Highway Laborer)**
- c. **Exception 3 – Discuss strategy with respect to collective bargaining (Interim Police Lieutenant)**

A motion was made by Ms. Wilson and seconded by Mr. Brooks to enter into executive session at 6:32pm under Mass General Law Chapter 30A, Section 21A, Exception 1, to discuss the reputation, character, physical condition or mental health rather than professional competence of an individual (Highway Laborer), Exception 3, 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: 5:0:0.

A motion was made by Mr. Brooks and seconded by Mr. Green to go out of executive session at 7:32pm and to resume meeting in open session. Roll Call: 5:0:0

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 reading testing at Primary School things month, hearing and BMI screenings at the Middle School, the LHS International Club travelling to Canada, January 22nd mid-terms and that school delays and closings will be made by 5:45am and calls will go out to parents at this time.

- b. **Select Board Reports**

The Select Board discussed various topics including the Blackstone Heritage Corridor tour Thursday at 6pm, staying off the ice due to the warm weather, a concern about the unauthorized use of a fire truck during an incident in August which had been previously addressed by the Town Administrator, excessive speeding by police officers which the Town Administrator has addressed with the new Interim Chief, the issue of access to Town owned buildings, and a request to have Senator Moore Come in to discuss Host Community Agreements and Solar PILOT agreements.

- c. **Town Administrator Report**

The Town Administrator presented highlights from his written report including public records requests received, FY20 budget kickoff meeting with Department Heads, the Church Street bridge bid, USDA debt, and noted the Fire Station is not sinking.

4. RESIGNATIONS/APPOINTMENTS

- a. **Retirement - Police Officer Steven Zecco**

A motion was made by Ms. Wilson and seconded by Mr. Brooks to accept with retirement of Police Officer Steven Zecco. The motion carried 5:0:0.

b. Appointment Amendment- Local Building Inspector - John Zachariewicz

A motion was made by Ms. Wilson and seconded by Mr. Antanavica to rescind the appointment of John Zachariewicz as Alternate Building Inspector and to instead appoint him as Local Building Inspector. The motion carried 5:0:0.

5. OTHER BUSINESS

a. Library Expansion and Renovation Project Update

Charlie Van Voorhis, Architect for the Library Expansion and Renovation project provided an update on the project and presented potential change orders. Mr. Van Voorhis noted that the total change order rate for the project is under 7.5% which is the amount that was budgeted. A motion was made by Ms. Wilson and seconded by Mr. Brooks to authorize the Town Administrator to sign the change order for furniture from Tucker Library Interiors. The motion carried 5:0:0.

b. Execute Police Sergeant Union MOA

A motion was made by Mr. Brooks and seconded by Mr. Antanavica to execute the Police Sergeant Union MOA which adds a lieutenant position and sets a salary schedule. The motion carried 5:0:0.

c. 2019 License Renewals

- Common Victualler - Families Together - 1601 Main Street
- General Entertainment - Eller's Restaurant - 190 Main Street
- Class II - Raul's Automotive - 81 S. Main Street

A motion was made by Mr. Brooks and seconded by Mr. Antanavica to approve the license renewal requests as listed on the agenda. The motion carried 5:0:0.

d. BYOB License - Pleasant Street Diner - 310 Pleasant Street

A motion was made by Mr. Antanavica and seconded by Ms. Wilson to approve the BYOB license request for Pleasant Street Diner contingent upon showing proof of TIPS training for staff. The motion carried 5:0:0.

e. Fee Discussion & Review

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

A motion was made by Mr. Brooks and seconded by Mr. Antanavica to reduce the BYOB license fee to \$15 effective January 1, 2019. The motion carried 5:0:0.

f. Disposition of 15 Water Street (former Leicester Fire Station)

A motion was made by Mr. Antanavica and seconded by Ms. Wilson to put 15 Water Street out to bid using an IFB process. The motion carried 5:0:0.

g. FY 2020 Budget Elected Officials Stipends/Salaries

A motion was made by Mr. Antanavica and seconded by Mr. Brooks to keep the elected official stipends at the FY19 rate for FY20 and to reassess for FY21. The motion carried 5:0:0.

h. Contract for Designer Services - Finegold Alexander Architects - Leicester Middle School Project

A motion was made by Mr. Brooks and seconded by Ms. Wilson to authorize the Chair to sign a contract for designer services with Finegold Alexander Architects for the Leicester Middle School feasibility study. The motion carried 5:0:0.

i. Reserve Fund Transfer Request - Unemployment Accounts - \$20,000

A motion was made by Ms. Wilson and seconded by Mr. Green to recommend the Finance Advisory Board approve a \$20,000 reserve fund transfer for the unemployment account. The motion carried 5:0:0.

6. MINUTES

a. December 17, 2018

A motion was made by Mr. Antanavica and seconded by Ms. Wilson to approve the minutes of December 17, 2018. The motion carried 4:0:1 with Mr. Brooks abstaining.

A motion to adjourn was made by Mr. Brooks and seconded by Ms. Provencher at 9:18pm. The motion carried 5:0:0.