

**SELECT BOARD MEETING MINUTES  
OCTOBER 21, 2019 at 6:30pm  
TOWN HALL, SELECT BOARD CONFERENCE ROOM**

**CALL TO ORDER/OPENING**

Chairwoman Wilson called the meeting to order at 6:30pm. Chair Sandra Wilson, Vice-Chair Harry Brooks, 2<sup>nd</sup> Vice-Chair Rick Antanavica, Selectwoman Dianna Provencher, Selectman John Shocik, Student Liaisons Katheryn Stapel and Jacob Stolberg, Town Administrator David Genereux and Assistant to the Town Administrator Kristen Forsberg were in attendance.

**1. SCHEDULED ITEMS**

**a. 6:30pm – Executive Session, MGL Chapter 30A, Section 21A, Exceptions 2 and 6**

- . To conduct strategy sessions in preparation for negotiations with nonunion personnel (Building Inspector)**

This item was passed over

**i. To consider the purchase, exchange, lease or value of real property (Hillcrest Country Club)**

A motion was made by Mr. Brooks and seconded by Ms. Provencher to enter into executive session at 6:31pm under Mass General Laws Chapter 30A, Section 21A, Exception 6, to consider the purchase, exchange, lease or value of real property (Hillcrest Country Club) and to reconvene in open session at the conclusion of executive session. The Chair declared that to discuss these matters in open session would compromise the position of the Town. Roll Call: 5:0:0.

**b. 7:00pm – Hillcrest Country Club Lease**

Mr. Genereux discussed the proposed one-year lease extension for Hillcrest Country Club with the current lessees, Hilltop Management Group. The proposed lease extension would run from 12/1/19-11/30/20. The Town could potentially extend the lease out another year after this or put out another RFP depending on the results of the planned architectural study which will help the Town determine if repair, disposition or change of use is the best option going forward. The lease value is \$2,000, which includes an additional \$500 in rent for the apartment. Mr. Genereux noted that any alterations or additions to the premises require written approval from the Town. A motion was made by Ms. Provencher and seconded by Mr. Shocik to reject all bids for the 5-year Hillcrest Lease. The motion carried 4:0:1 (Mr. Brooks opposed). A motion was made by Ms. Provencher and seconded by Mr. Antanavica to approve a one-year lease extension for Hillcrest Country Club with current lessees Hilltop Management Group. Under discussion, Mr. Brooks stated he feels a five-year lease would have benefited the building and the Town as the lessees would have renovated the building further. Dennis Hennessey with Hilltop Management Group thanked the Town for the opportunity, stated he will review the draft contract, and requested reimbursement of the \$30K HVAC system the tenants put in. The Board authorized Mr. Genereux to work with the group on the contract and bring any changes back before the Board. The motion carried 4:0:1 (Mr. Brooks opposed).

**c. 7:00pm – Complete Streets Grant – Town Common Conceptual Design**

Steven Tyler from Howard Stein Hudson discussed the proposed Town Common improvements using Complete Street grant funds. The current design includes the streets around the Common plus Paxton Street and Winslow Ave. The project would rebuild sidewalks, construct crosswalks and make bike and pedestrian accommodations. The goal of the project is to work within the right of way and minimize impacts to the Common. Cars would no longer be allowed to park on Washburn Square except during special events like the concerns on the common. This conceptual plan has been sent to the Historical Commission for review and comments.

d. **7:15pm - Class II & Vehicle License Policy Review**

This item was moved to the next agenda

**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.

b. **Select Board Reports**

The Select Board discussed various topics including the regional fire training facility, the CVRWD meeting, the EDC meeting, the Sons of the Legion meeting regarding grants for veterans squares, trick or treating safety, the Lions Halloween party this Sunday at Town Hall beginning at 6pm, Burncoat Park Cleanup from 9-1 on 10/26, Worcester County Selectman's Association Boston meeting during the MMA conference, folk music jam at the Senior Center, Fire Station parades for Halloween, thanks for the Halloween displays at the Fire Stations and the buildings at Hillcrest and 25 Pleasant Street that will be coming down in the next few weeks.

c. **Town Administrator Report**

The Town Administrator presented highlights from his written report including grant funding for ADA improvements at Town Hall such as accessible doors and redoing the parking lot.

**4. RESIGNATIONS & APPOINTMENTS**

a. **Appoint and Execute Contract - Building Inspector**

This item was passed over

**5. OTHER BUSINESS**

a. **Senior Center Donations**

A motion was made by Mr. Brooks and seconded by Mr. Antanavica to accept \$2,100 in donations to the Senior Center for the Veterans Breakfast. The motion carried 5:0:0.

b. **EMS Donation**

A motion was made by Mr. Antanavica and seconded by Mr. Brooks to accept a \$100 donation to the EMS Department. The motion carried 5:0:0.

c. **1 Paxton Street Donation**

A motion was made by Ms. Provencher and seconded by Mr. Brooks to accept a \$500 donation to the 1 Paxton Street donation account. The motion carried 5:0:0.

d. **Letter of Intent - Veterans Heritage Grant– Memorials at James F. Sugrue and Chester A. St. Martin Squares**

A motion was made by Ms. Provencher and seconded by Mr. Shocik to sign a letter of intent for the Veterans Heritage Grant for the rehabilitation of the James F. Sugrue and Chester A. St. Martin Square Memorials. Under discussion, Mr. Genereux noted this is a matching grant and if awarded, the Town would need to raise funds at Annual Town Meeting.

**e. Fall Special Town Meeting Discussion**

Mr. Genereux provided a recap of the two Fall Town Meeting information sessions that were held last week. Much of the discussion centered around the fire station articles, the Memorial School disposition article and the FY20 budget adjustment article. Mr. Genereux reiterated that the fire station articles will have no impact on tax bills as the funds would be raised through free cash if approved. The Memorial School Disposition Subcommittee will be present at Town Meeting to speak to the disposition article. The School Department is receiving funds in the FY20 budget adjustment due to the 75/25 promised split of revenues which has not yet been met for this year.

**f. Trick or Treating and EEE**

The Chairman of the Board of Health stated that with cooler night temperatures, mosquito activity is on the decline and the State stopped sample testing on October 11<sup>th</sup> due to the change in weather. The Board of Health has lifted the outdoor activity limitation after 6pm recommendation but advised that until a hard frost occurs, residents engaging in outdoor activities after 6pm should continue to wear long sleeves and use mosquito repellent.

**g. Opt Out of Central Mass Regional Stormwater Coalition**

The Town has an intermunicipal agreement with Spencer to be part of the Central Mass Stormwater Coalition at a cost of \$4,000. Mr. Griffin noted the committee is less active than in the past, the shared equipment requires training and/or software the Town does not have, and the Highway Department is short on manpower so they are utilizing consulting firm Tata & Howard to assist in meeting our obligations. Tata and Howard has provided public information for the website and prepares the annual required stormwater report. The Board asked the Town Administrator to discuss the potential opt out with the Town of Spencer and to put this item on the next Board agenda.

**h. Economic Development Coordinator Job Description**

The Board discussed the proposed Economic Development Coordinator job description. The position would be housed in the planning office but would be a direct report to the Town Administrator. The EDC met Thursday and gave their full support for the warrant article to create this position.

**6. MINUTES**

**a. October 7, 2019**

A motion was made by Ms. Provencher and seconded by Mr. Antanavica to approve the minutes of October 7, 2019. The motion carried 5:0:0.

**b. Executive Session Minutes**

A motion was made by Mr. Antanavica and seconded by Ms. Provencher to approve the executive sessions minutes of October 7, 2019 as amended. The motion carried 5:0:0.

A motion to adjourn was made by Mr. Brooks and seconded by Mr. Antanavica at 8:35pm. The motion carried 5:0:0.