

**SELECT BOARD MEETING MINUTES**  
**MARCH 12, 2018 at 6:30pm**  
**TOWN HALL, SELECT BOARD CONFERENCE ROOM**

**CALL TO ORDER/OPENING**

Chairman Brooks called the meeting to order at 6:35pm. Chairman Harry Brooks, Vice-Chair Dianna Provencher, 2<sup>nd</sup> Vice-Chair Sandra Wilson, Selectman Douglas Belanger, Selectman Brian Green, Town Administrator David Genereux, Assistant to the Town Administrator Kristen Forsberg and Student Liaison Alyssa Pupillo were in attendance.

**PUBLIC COMMENT PERIOD**

No members of the public provided comment.

**1. SCHEDULED**

**a. 6:30pm – Adult Use Marijuana Discussion– Rob Lally, Cultivate**

Rob Lally, Steve Barber and Sam Barber with Cultivate provided information regarding recreational marijuana. The State regulations are expected to be out next week. Cultivate is currently operating under a medical marijuana license and in order to add recreational marijuana to their business they must have a public meeting and execute a new recreational marijuana host agreement with the Town within six months of starting recreational sales. Cultivate is hoping to be one of the first sellers of recreational marijuana in the State. Mr. Lally noted the medical host agreement with the Town stays in place. This current agreement provides \$50,000 per year to the Town, and a new host agreement for recreational marijuana would need to be drafted. The State will accept recreational marijuana licenses beginning April 1<sup>st</sup> and businesses can open as early as July 1<sup>st</sup>. The Town can opt to receive 3% in sales tax revenue through a Town Meeting vote. Mr. Lally proposed a recreational marijuana impact fee of 1% of sales with a minimum annual impact fee of \$50,000. Under the State regulations, the Town can negotiate an impact fee of up to 3% with marijuana retailers. Ms. Wilson noted she has seen other towns negotiating recreational impact fees at \$200,000. Mr. Barber responded that the total estimated revenue between the 3% sales tax and two impact fees is \$250,000 per year and that the \$200,000 impact fee may refer to medical agreements as he has not seen any recreational impact fee agreements to date.

**2. CORRESPONDENCE**

**a. Parks & Rec Donations**

A motion was made by Ms. Provencher and seconded by Ms. Wilson to accept the donations to Parks and Rec as presented and to deposit them into their donation account. The motion carried unanimously. Mr. Genereux discussed the condition of the Town parks. Based on discussions with Highway Superintendent, Mr. Genereux is proposing a Town Meeting article to provide \$20,000 for physical repairs to Town parks. Mr. Griffin, Highway Superintendent, has met with National Grid regarding lighting for Burncoat Park. Mr. Griffin noted that cleanup at the parks can be largely done in house, thereby saving the Town significant money. However, he has been approached about doing a resident cleanup of Towtaid Park. Mr. Griffin noted there is also a beach at Rochdale Park and an Eagle Scout wants to put picnic tables there. The cost of sand is at least \$5,000 to \$6,000. Mr. Griffin also proposed moving the gate to Burncoat Park up by approximately 200 feet to be closer to lighting and other properties to help with dumping issues.

**b. Senior Center Donation**

A motion was made by Ms. Provencher and seconded by Ms. Wilson to accept the donation to the Senior Center as presented and to deposit it into their donation account. The motion carried unanimously. The Board requested a thank you letter be sent to the Camosse family.

**c. Mirick O'Connell Request for Reappointment as Town Labor Counsel**

Mr. Genereux presented a request from D. Moschos at Mirick O'Connell to be reappointed as Town Labor Counsel. Ms. Wilson noted Mirick O'Connell is our current labor counsel through June. Town Counsel is Petrini & Associates. The Board agreed to look at this appointment in June.

**d. Cherry Valley Fire Station Flag Donation – Kevin Swift**

Ms. Forsberg noted that resident Kevin Swift donated a flag to replace the dilapidated one at the Cherry Valley station and Assistant Fire Chief Mike Dupuis picked up the flag and replaced it the same day. The Board requested a thank you letter be sent to Mr. Swift.

Ms. Pupillo, Student Liaison, provided updates from the Leicester Public Schools.

**3. NEW BUSINESS**

**a. Retirement – David Howard Sr, Deputy Fire Chief**

Ms. Wilson noted that Mr. Howard Sr. is appointed by the Board of Fire Engineers and is actually a Lieutenant so this is just an FYI. A motion was made by Ms. Wilson and seconded by Ms. Provencher to send a letter of thanks for service.

**b. Good Energy Municipal Energy Aggregation Agreement**

A motion was made by Ms. Provencher and seconded by Mr. Green to sign the agreement with Good Energy for municipal energy aggregation. The motion carried unanimously.

**c. Hillcrest Country Club Crosswalks**

Mr. Genereux discussed the crosswalks at Hillcrest which have never been formally adopted and at which accidents have occurred. The Board discussed the options proposed by the Police Chief for addressing this situation. A motion was made by Mr. Belanger and seconded by Ms. Provencher to enhance signage and trim trees in the area. Under discussion, Mr. Genereux recommended conducting an engineering study to look at redesigning the crosswalks. Mr. Brooks asked that the crosswalk at Mayflower and Laurelwood be looked at as well as it is dangerous and people do not see it. Mr. Genereux recommended a comprehensive approach to addressing the crosswalk issue including an engineering study and discussing tree trimming, signage and possible speed reduction with the Highway Department. Mr. Belanger withdrew his motion pending further study and recommendation by the Town Administrator.

**d. 300<sup>th</sup> Anniversary Celebration Committee**

A motion was made by Mr. Belanger and seconded by Ms. Provencher to establish a 300<sup>th</sup> Anniversary Celebration Committee and to advertise for volunteers to serve on the committee. The motion carried unanimously.

**e. Solar at Hillcrest Country Club**

Mr. Genereux discussed the possibility of leasing space at Hillcrest Country Club for solar to generate revenue for the Town. The developer who is seeking to do so will need to look at the plot across the street for the project to be feasible as the current proposed site requires a 9/10ths vote of Town Meeting, State legislation and Secretary of the Interior approval. Mr. Genereux noted he did not believe the Secretary of the interior would approve clearcutting land for a solar project because that office is charged with preservation of forests. Mr. Brooks asked about solar on the landfill. Mr. Genereux responded he is working on putting this out to bid.

**f. Burncoat Park Subcommittee Charge**

Mr. Genereux presented a draft charge for the Burncoat Park Reuse Subcommittee and a revised charge for the overseeing committee, the Burncoat Park Sports Planning Committee. Mr. Genereux noted that the

subcommittee charge should be revised to state the subcommittee shall communicate its findings back to the larger committees represented. Mr. Belanger recommended merging the two committees. Mr. Genereux noted the subcommittee is tasked with looking at the reuse of the Town Beach at its core. The main committee will run whatever Burncoat ends up being after the subcommittee makes recommendations and changes are implemented. Ms. Provencher noted the main committee was put together to look at fields, survey the park, and the potential of adding a sports complex. The subcommittee would look at the Town owned beach. Mr. Belanger recommended the main committee include someone from the Watershed District and eventually the two committees be merged. A motion was made by Mr. Belanger and seconded by Mr. Green to adopt the charge of the Burncoat Park Reuse Subcommittee. The motion carried unanimously. A motion was made by Ms. Provencher and seconded by Ms. Wilson to adopt the charge of the Burncoat Park Sports Planning Committee. The motion carried unanimously. The motion was amended by Mr. Belanger and seconded by Ms. Provencher to include the following language: "and communicate its findings back to the Select Board, Conservation Commission, Burncoat Parks Sports Planning Committee and the Burncoat Pond Watershed District". The motion carried unanimously.

#### **g. Agency Memberships**

Mr. Genereux presented a list of agencies to which the Town pays for membership and noted the Economic Development Committee has requested the Town join the Worcester Chamber of Commerce but there isn't currently a funding source for this membership. Mr. Belanger recommended cutting the MMPA membership to save \$250. Ms. Wilson asked if the Town has a vote on the Leicester Business Association. Mr. Genereux will look into this. Ms. Wilson stated she does not believe we should pay to belong to associations if we don't have a vote. Mr. Belanger noted that members of the Leicester Business Association have a vote but the executive committee does the heavy lifting. Mr. Genereux noted that policies and procedures and other resources come from the MMPA. It gives out office a lot of resources we use in the human resource function. A motion was made by Mr. Brooks and seconded by Mr. Belanger that the Town of Leicester become a member of the Worcester Regional Chamber of Commerce. The motion carried unanimously.

#### **h. Award General Contractor Contract – Town Hall Accessibility Project**

Mr. Genereux noted the contract needs to be put on the Town's Standard Contract form but sought a vote on awarding the contract and authorizing the Chair to sign. A motion was made by Ms. Wilson and seconded by Mr. Green to award the Town Hall Accessibility Project contract to DA Sullivan. The motion carried unanimously with Ms. Provencher abstaining. Mr. Genereux agreed to look into having a phone which those needing to get to the third floor can call or appropriate signage to make sure people are able to reach employees on the third floor.

#### **i. Russell Park Leases**

Mr. Genereux discussed the leases at Russell Park which include a lease with Becker through 2022 with a five-year option to extend and a lease with the Leicester Little League. The Leicester Girls Softball does not currently have a lease to use the fields although they coordinate with Becker for use of the softball field. As the Town does not currently have a lease with Girls Softball, they are not required to provide a certificate of liability insurance protecting the Town. Mr. Genereux further noted the 2014 Little League Lease includes use of the softball field whereas their previous lease was just for the baseball fields. Leicester Girls Softball would like a formal lease with the Town. Mr. Belanger noted Little League has a lease for \$1 and makes improvements to the Park at their own expense and the fields are now beautiful. Mr. Belanger offered to work with Little League and Softball to determine the appropriate lease situation. Ms. Wilson recommended doing what is least disruptive to the programs. A motion was made by Ms. Provencher and seconded by Ms. Wilson to have Mr. Belanger and Mr. Genereux work on addressing these matters. The motion carried unanimously.

#### **4. DISCUSSION/OLD BUSINESS**

##### **a. FY'19 Budget & Capital Discussion**

Mr. Genereux reviewed a draft list of warrant articles for Town Meeting including the FY19 Budget and Capital Plan. Mr. Genereux noted the articles typically included in Special Town Meeting will be incorporated into the Annual Town Meeting and just one meeting will be held which is allowable under State law.

##### **b. Town Administrator/Select Board Office Relocation**

Mr. Genereux discussed third floor renovations at the Town Hall including the relocation of the Town Administrator/Select Board Office to the 3<sup>rd</sup> floor to facilitate additional space for records next to the Town Clerk's office on the main floor. The currently Town Administrator office would be used as a copy room during construction. After construction, the office would be occupied by the Town Accountant and the Town Clerk will use the former Town Accountant's office for records retention. This relocation will keep the Town Clerk, Tax Collector and Assessor's offices accessible to the public as they are the offices most frequented by the public. Mr. Genereux noted the Town intends to use the sheriff's department to do the primary painting and is looking into furniture donations to keep costs down.

#### **5. TOWN ADMINISTRATOR REPORT**

The Town Administrator presented highlights from his written report.

#### **6. MINUTES**

##### **a. February 26, 2018**

A motion was made by Ms. Provencher and seconded by Ms. Belanger to approve the minutes of February 26, 2018 with the following change:

- Under future meeting topics include 300<sup>th</sup> anniversary committee and revisiting the winter parking ban

The motion carried unanimously.

#### **7. SELECT BOARD REPORTS**

Board members discussed various topics including appreciation for those working in or affected by storms, the Friends of the Senior Center is looking for members to help fundraise for the Senior Center, Rawson Street bridge is closing on March 26<sup>th</sup> through project completion, Paxton Street borings and pits starting next week, Rabies Clinic in the Town Hall on March 24<sup>th</sup> from 10am to noon during which the Town Clerk will also be licensing, Town office closings due to weather policy, the movie Lost Farms coming to the Senior Center in April, the CMRPC quarterly meeting has been rescheduled for 3/22, Worcester County Selectman's Association Meeting will be held on 3/22 at the Auburn Town Hall at 6pm to discuss marijuana, walkthrough Thursday at Middle School for the feasibility study, Leicester Business Association meeting at Becker College Thursday at 6pm.

#### **8. FUTURE MEETING TOPICS**

#### **9. EXECUTIVE SESSION, MGL CHAPTER 30A, SECTION 21A**

A motion was made by Ms. Provencher and seconded by Ms. Wilson to enter into executive session at 9:06pm. The Chair declared that to discuss these matters in open session would compromise the position of the Town.

Roll Call: All Ayes

A motion to adjourn was made by Mr. Brooks and seconded by Mr. Belanger and seconded by Ms. Wilson at 10:16pm. The motion carried unanimously.