

**SELECT BOARD MEETING MINUTES  
DECEMBER 7, 2020 AT 6:00PM  
VIRTUAL MEETING**

**CALL TO ORDER/OPENING**

Chairwoman Provencher called the meeting to order at 6:01pm. Chair Dianna Provencher, Vice-Chair Harry Brooks, Second Vice-Chair John Shocik, Selectman Rick Antanavica, Selectman Herb Duggan, Jr., Town Administrator David Genereux, Assistant Town Administrator Kristen Forsberg, Assistant to the Town Administrator Bryan Milward, and Town Assessor John Prescott were in attendance.

**1. SCHEDULED ITEMS**

**a. 6:00pm - Town Hall ADA Architectural Study Funding**

Neil Dixon of Dixon-Salo Architects summarized the breakdown of his request for additional funding based on the expanded scope of his work on the Town Hall ADA study. A motion was made by Mr. Brooks and seconded by Mr. Antanavica to accept the additional \$4,020 request for the Town Hall ADA Architectural Study. Roll Call: 5:0:0

**b. 6:15pm - FY21 Classification Hearing**

Town Assessor John Prescott explained the process of calculating the tax rate and stated that the board of assessors had issued a recommendation that the Town adopt a single tax rate of 15.13 per thousand dollars for both residential and commercial payers. A motion was made by Mr. Brooks and seconded by Mr. Shocik to approve the single tax rate of 15.13 per thousand. Roll Call: 5:0:0

**2. PUBLIC COMMENT PERIOD**

No members of the public provided comment.

**3. REPORTS & ANNOUNCEMENTS**

**a. Student Liaison Reports**

Student Liaisons Erin Arsenault and Jacob Stolberg updated the Select Board on recent activities with the Leicester public schools.

**b. Town Administrator Report**

Town Administrator David Genereux summarized highlights from his written report including the upcoming budget process, the Water District study, the fire station retention pond progress, and the Fire/EMS study committee.

**c. Select Board Reports**

Select Board members discussed the highway department's response to the recent winter storm, Fire Chief Wilson's retirement, the Christmas Tree Lighting, and heat assistance programs.

**4. RESIGNATIONS & APPOINTMENTS**

**a. Appointment – Kaeleigh Hart – Children's Librarian**

A motion was made by Mr. Brooks and seconded by Mr. Shocik to appoint Kaeleigh Hart as the Children's Librarian. Roll Call: 5:0:0

**5. OTHER BUSINESS**

**a. Authorize Town Administrator to Sign PARC Grant Award and Associated Documents**

A motion was made by Mr. Brooks and seconded by Mr. Shocik to authorize the Town Administrator to Sign the PARC Grant Award and associated documents with the grant. Roll Call: 5:0:0

**b. Create Open Space and Recreation Committee and Appoint Select Board Representative**

A motion was made by Mr. Brooks and seconded by Mr. Antanavica to create the Open Space and Recreation Committee. Roll Call: 5:0:0

A motion was made by Mr. Brooks and seconded by Mr. Antanavica to appoint Dianna Provencher as the Select Board representative to the Open Space and Recreation Committee. Roll Call: 5:0:0

**c. Discussion/Vote – Director of Elder Services Contract**

A motion was made by Mr. Antanavica and seconded by Mr. Shocik to sign the Director of Elder Services Contract. Roll Call: 5:0:0

**d. Reserve Fund Transfer Request – Town Hall HVAC Repairs - \$12,000**

Town administrator David Genereux recapped the work completed to date on the Town Hall's HVAC system by Design Temperature Control and the additional work needed. Mr. Genereux stated that the Finance Advisory Board voted to recommend approval of the transfer at their most recent meeting. A motion was made by Mr. Antanavica and seconded by Mr. Brooks to approve the reserve fund transfer of \$12,000 for HVAC repairs. Roll Call: 5:0:0

**e. FY21 License Renewals**

- Buddy's Spa – Common Victualler – 1080 Stafford Street
- Buddy's Spa – Common Victualler – 1080 Stafford Street
- Subway of Leicester – Common Victualler – 1199 Main Street
- The Castle Restaurant – Common Victualler – 1230 Main Street
- The Castle Restaurant – Restaurant All Alcohol – 1230 Main Street
- Eller's Restaurant – Common Victualler – 190 Main Street
- Eller's Restaurant – Restaurant All Alcohol – 190 Main Street
- Crossroads Market – Package Store Wine & Malt – 1060 Main Street
- Leicester Rod & Gun Club – Common Victualler – 1015 Whittemore Street
- Leicester Rod & Gun Club – General Entertainment – 1015 Whittemore Street
- Leicester Rod & Gun Club – Club All Alcohol – 1015 Whittemore Street
- Leroux Liquors – Package Store All Alcohol – 1044 Main Street
- Joe's Auto Repair – Motor Vehicle Repair – 81 Huntoon Memorial Highway
- Desmarais Auto Repair – Motor Vehicle Repair – 1067 Stafford Street
- Cheoy Lee's – Common Victualler - 1205 Main Street Ste 4
- Eastern Pearl – Restaurant All Alcohol – 1060 Main Street Ste 1
- Farmhouse Diner – Common Victualler – 155 Main Street
- Farmhouse Diner – BYOB – 155 Main Street
- Leicester-Spencer Eagles Club – Common Victualler – 850 Main Street
- Leicester-Spencer Eagles Club – Club Liquor License -850 Main Street
- Leicester Knights of Columbus – Common Victualler – 91 Manville Street
- Leicester Knights of Columbus – General Entertainment – 91 Manville Street
- Leicester Knights of Columbus – Club Liquor License – 91 Manville Street
- Northeast Pizza – Restaurant All Alcohol – 1205 Main Street
- Northeast Pizza – Common Victualler - 1205 Main Street
- Leicester Walmart – General Entertainment – 20 Soojian Drive
- Leicester Walmart – Games (10) Licenses – 20 Soojian Drive
- Entwistle's Garage – Auto Body Repair – 800 Main Street
- Entwistle's Garage – Class II License – 800 Main Street
- Entwistle's Garage – Motor Vehicle Repair – 800 Main Street
- Leicester Drive In – General Entertainment – 1675 Main Street

- Leicester Drive In – Common Victualler – 1675 Main Street
- Leicester Drive In – Theater – 1675 Main Street
- Buckley Auto Body – Auto Body Repair – 22 Mill Street
- Buckley Auto Body – Class II License – 22 Mill Street
- Buckley Auto Body – Motor Vehicle Repair – 22 Mill Street
- Warren’s Auto Wrecking – Class III License – 20 Pryor Road
- Jan’s Package Store – Package Store All Alcohol – 385 Main Street
- Leicester Package Store – Package Store All Alcohol – 869 Main Street
- Barber’s Crossing – Common Victualler – 861 Main Street
- Barber’s Crossing – General Entertainment – 861 Main Street
- Barber’s Crossing – Restaurant All Alcohol – 861 Main Street
- Cherry Valley Legion Post 443 – Vets Club All Alcohol – 167 Main Street
- Cherry Valley Legion Post 443 – Common Victualler – 167 Main Street
- Cherry Valley Legion Post 443 – General Entertainment – 167 Main Street
- Cherry Valley Legion Post 443 – Sunday Entertainment – 167 Main Street
- Cherry Valley Legion Post 443 – Games (2) Licenses – 167 Main Street
- Hillcrest Country Club – Restaurant All Alcohol – 325 Pleasant Street
- Hillcrest Country Club – Common Victualler – 325 Pleasant Street
- Hillcrest Country Club – General Entertainment – 325 Pleasant Street
- Hillcrest Country Club – Games (1) License – 325 Pleasant Street
- Prestige Auto Service – Class II License – 200 South Main Street
- Prestige Auto Service – Auto Body Repair – 200 South Main Street
- Prestige Auto Service – Motor Vehicle Repair – 200 South Main Street
- Dippin Donuts – Common Victualler – 1181 – Main Street
- Breezy Bend R.V. Center – Motor Vehicle Repair – 418 Pine Street
- A-C Used Cars & Trucks – Class II License - 719-721 Pleasant Street
- Bill’s Pizza and Restaurant – Common Victualler – 1141 Stafford Street
- Bill’s Pizza and Restaurant – BYOB – 1141 Stafford Street

A motion was made by Mr. Antanavica and seconded by Mr. Brooks to approve all the licenses as listed on the agenda for renewal with the exception of the licenses for Prestige Auto and Buckley Auto which would be granted 30-day licenses pending inspection. Roll Call: 5:0:0

## **6. MINUTES**

### **a. November 16, 2020**

A motion was made by Mr. Antanavica and seconded by Mr. Shocik to approve the minutes of the November 16<sup>th</sup>, 2020 meeting. Roll Call: 5:0:0

A motion to adjourn was made by Mr. Brooks and seconded by Mr. Shocik at 7:26pm. Roll Call 5:0:0