



## PUBLIC NOTICE POSTING REQUEST OFFICE OF THE LEICESTER TOWN CLERK

**ORGANIZATION:** Select Board

**MEETING:** X

**PUBLIC HEARING:**

**DATE:** March 8, 2021

**TIME:** 6:30pm

**LOCATION:** Virtual Meeting – See Instructions Below

**REQUESTED BY:** Kristen L. Forsberg

Agenda packet and associated documents can be found at [www.leicesterma.org/bos](http://www.leicesterma.org/bos). This agenda lists all matters anticipated for discussion; some items may be passed over, and other items not listed may be brought up for discussion to the extent permitted by law. Select Board meetings are recorded by LCAC. Any member of the public planning to record the meeting must first notify the Chair. **PLEASE SILENCE ALL CELL PHONES DURING THE MEETING**

<https://global.gotomeeting.com/join/976305933>

-OR-

United States: +1 (571) 317-3122; Access Code: 976-305-933

### CALL TO ORDER/OPENING

#### 1. SCHEDULED ITEMS

- a. 6:30pm – Special Municipal Employee Designation
  - Treasurer of the Oxford Rochdale Sewer District
  - Treasurer of the Hillcrest Sewer District
  - Treasurer of the Hillcrest Water District
  - Commissioner of the Leicester Water Supply District
  - Commissioner of the Oxford Rochdale Sewer District

#### 2. PUBLIC COMMENT PERIOD

#### 3. REPORTS & ANNOUNCEMENTS

- a. Health Agent COVID-19 Update
- b. Student Liaison Reports
- c. Town Administrator Report
- d. Select Board Reports

#### 4. RESIGNATIONS & APPOINTMENTS

- a. Appointment – Paul Bennett – Zoning Board of Appeals Alternate
- b. Appointment – Vaughn Hathaway – Open Space and Recreation Committee Alternate

#### 5. OTHER BUSINESS

- a. Vote on Police, Fire and Highway Union Contracts
- b. Vote on FY21 2% COLA for Nonunion Employees
- c. Vote on Town Administrator Contract Extension
- d. FY 2022 Town Budget

#### 6. MINUTES

- a. February 22, 2021

**ADJOURN**



Town of Leicester  
OFFICE OF THE TOWN ADMINISTRATOR

Town Hall, 3 Washburn Square  
Leicester, Massachusetts 01524-1333  
Phone: (508) 892-7000 Fax: (508) 892-7070  
www.leicesterma.org

March 8, 2021

To: Select Board  
From: David Genereux, Town Administrator  
**RE: Town Administrator's report**

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The following is a report on the general activities of the Town Administrator through February 4, 2020.

**Citizen issues:** Topics discussed with various citizens

- Spoke with a resident about concerns with direct abutters to the Fire Station project
- I am currently speaking with a resident who is requesting a fine that she agreed to in 2005 concerning trees being removed from a public way to be refunded
- Finished furnishing information from a public records request on Memorial School

**Meetings:**

- Attended a meeting on the Waite Pond Dam. The entire right side of the dam area is completed. Project continues to perform under budget, with only one change order expected at this point, for excess rock removal. Completion is expected in early April
- Held a Department Head meeting – Topics discussed included reopening, budget & Town Meeting
- Attended a COA Meeting; discussed reopening plan, concerns about Becker.
- Attended an Advisory Committee meeting – Fire and Highway budgets were discussed
- Attended a CIPC meeting, where we discussed the needs of Police, Fire, and Town Administration, including the Hillcrest plans, were discussed.

**Activities:**

- We have spent time speaking with our representatives and reviewing options in preparation for the potential closure of Becker College. All of this is currently preliminary, as there has been no confirmation that the closure is official. I have informed our representatives of our potential interest.
- Closed out a veteran's case involving the overpayment of benefits
- Bid documents and advertising for Shared Winter Streets (Towtaid Park) and LED streetlight installation (Green Communities) has been completed. The Bid awards will be taking place later this month.
- We are increasing the FY 2022 budget by \$150,000 in Free Cash to allow for the Police Department to reopen for daily business activities as part of a pilot program. We believe that this service, which was lost when regional dispatch was implemented, is an integral service to the community, and residents would appreciate have the building open and available to business and high utilization hours.
- The draft Phase 1 Report for the water and sewer districts has been released. They are currently being reviewed by the districts. We will have Weston and Sampson reporting their findings at a future meeting.
- We have placed a grant application into the Dam and Seawall program for engineering services for the Greenville Pond Dam for a spillway adequacy evaluation, and for an NOI for vegetation management. The cost for the study is \$46,000; the Town's share of the study is \$12,000. This will be on the warrant for the Spring Annual Town Meeting.

- The former police detective car has been re-lettered and is now being used as an inspection vehicle. Thanks to Chief Antanavica and his staff for getting the car converted for civilian use.
- Closed out the Kaboom grant

Please feel free to contact me with any questions or concerns.



**TOWN OF LEICESTER**  
**Office of Development & Inspectional Services**

Leicester Town Hall, 3 Washburn Square, Leicester, MA 01524  
[www.leicesterma.org](http://www.leicesterma.org)  
508-892-7003 (Building/Health)/508-892-7007 (Planning, Conservation, ZBA)

Board of Health  
Building/Code Enforcement  
Conservation Commission  
Planning Board  
Moose Hill Water Commission  
Zoning Board of Appeals

**Memorandum**

TO: Select Board  
FROM: Michelle Buck  
Town Planner  
DATE: March 4, 2021  
RE: Committee Appointments

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Please appoint the following Committee members:

<b>Name</b>	<b>Position</b>	<b>Committee</b>
Vaughn Hathaway	Alternate (ZBA rep)	Open Space & Recreation Committee
Paul Bennett	Alternate	Zoning Board of Appeals

If you have any questions regarding this request, please feel free to contact me at 508-892-7007 or buckm@leicesterma.org.

**SELECT BOARD MEETING MINUTES  
FEBRUARY 22, 2021 AT 6:00PM  
VIRTUAL MEETING**

**CALL TO ORDER/OPENING**

Chairwoman Provencher called the meeting to order at 6:00pm. 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, and Assistant to the Town Administrator Bryan Milward were in attendance.

**1. SCHEDULED ITEMS**

**a. 6:00pm – Public Hearing – Mill Town Wine Co. – Package Store Beer & Wine License – 1141 Stafford St.**

A motion was made by Mr. Antanavica and seconded by Mr. Shocik to open the public hearing at 6:03pm. Roll Call: 5:0:0

Michelle Cote, attorney for Mill Town Wine Co., presented the proposed package store and introduced her clients Patrick Mahoney and Molly Dickinson. Vaske Progri, a resident in the Rochdale area expressed concerns about parking and public safety. A motion was made by Mr. Brooks and seconded by Mr. Antanavica to come out of the public hearing at 6:20pm. Roll Call: 5:0:0

A motion was made by Mr. Brooks and seconded by Mr. Antanavica to approve the license for submission to the ABCC and bring back the license for final approval once the business has received its business license, announces its hours of operation, and after information regarding parking is provided by the Town Planner. Roll Call: 5:0:0

**b. 6:05pm – WRTA and Burncoat Pond Watershed District Updates – Doug Belanger**

Doug Belanger provided an update on the Worcester Regional Transit Authority including the extension of the free fare policy, the use of CARES Act funds to enhance passenger safety, and the addition of a stop at Polar Park in Worcester.

Doug Belanger updated the Select Board on activities of the Burncoat Pond Watershed District including the District's recommendation to expand trash removal before expanding watershed uses.

**c. 6:10pm – Becker College Rochdale Park Contract Discussion**

Town administrator David Genereux summarized the analysis of Rochdale Park expenses completed by Becker College at Rochdale Park. Frank Millerick, athletic director of Becker College, listed improvements and maintenance that was completed by Becker College during his time in his position. Bob Pinchdon of the Parks and Recreation Committee thanked Becker College for the work they had completed and their partnership at Rochdale Park. A motion was made by Mr. Antanavica and seconded by Mr. Duggan to require monthly reports from Becker College to the Town Administrator's office related to work completed on Rochdale Park. Roll Call: 5:0:0

**2. PUBLIC COMMENT PERIOD**

Leicester Resident Jan Parke commented that the Select Board should consider using liability forms at the start of volunteer events.

### **3. REPORTS & ANNOUNCEMENTS**

#### **a. Health Agent COVID-19 Update**

Health Agent Francis Dagle summarized recent developments on COVID-19 including the potential approval of the Johnson and Johnson vaccine. Emergency Management Director Jason Main discussed the Town's efforts to set up a vaccination clinic and the Governor's plan which has shifted focus towards mass vaccination sites and away from local boards of health.

#### **b. Student Liaison Reports**

Student Liaison Jacob Stolberg provided an update on upcoming school activities.

#### **c. Town Administrator Report**

Town Administrator David Genereux summarized the decision-making process regarding the use of the practice field for high school football. He presented a proposal for allowing the football team to practice at the field at Memorial School after it has been cleared of snow by the highway department. Select Board members expressed support for the plan. Mr. Genereux also read highlights from his report including recent grants, the cost of living adjustment for employees, and the status of the Water/Sewer District study.

#### **d. Select Board Reports**

Select Board members discussed the football team practice issue, the future use of liability forms for volunteers on Town or School property, fire station drainage engineering, the drainage issue at the Library, and Paul Pepin's appointment as Police Officer. Mr. Duggan requested that a thank you letter be sent to Jan's Package Store for their many years of business in Town.

### **4. RESIGNATIONS & APPOINTMENTS**

#### **a. Appointment - Eric Montiverdi - Per Diem/On Call EMT Basic**

#### **b. Appointment – Antranic Bahnan – Per Diem/On Call EMT Basic**

A motion was made by Mr. Shocik and seconded by Mr. Antanavica to appoint Eric Montiverdi and Antranic Bahnan as Per Diem/On Call EMT Basics. Roll Call: 5:0:0

#### **c. Appointment – Duane Amos – Alternate Building Inspector**

A motion was made by Mr. Antanavica and seconded by Mr. Shocik to appoint Duane Amos as Alternate Building Inspector. Roll Call: 5:0:0

### **5. OTHER BUSINESS**

#### **a. Senior Center Donation**

A motion was made by Mr. Antanavica and seconded by Mr. Shocik to accept the Senior Center Donation. Roll Call: 5:0:0

### **6. MINUTES**

#### **a. February 8, 2021**

A motion was made by Mr. Antanavica and seconded by Mr. Shocik to approve the February 8, 2021 Select Board meeting minutes as written. Roll Call: 5:0:0

A motion to adjourn was made by Mr. Antanavica and seconded by Mr. Shocik at 8:13pm. Roll Call: 5:0:0