

Susan Zuscak

From: Susan Zuscak
Sent: Thursday, February 17, 2022 11:29 AM
To: 'Ashlyn Coyle'
Cc: Davis, Debbie
Subject: RE: Capital meeting minutes
Attachments: CIPC minutes 2.3.21- 10.20.21.pdf

Tracking:	Recipient	Read
	'Ashlyn Coyle'	
	Davis, Debbie	Read: 2/17/2022 11:46 AM

Hello Ashlyn,
Attached please find the meeting minutes as requested., with a few exceptions.
We do not have minutes for 10/20/2021.
There are 2 for 3/11 but if you look at the time stamps they were received, I believe there is one for 3/25 and they forgot to changed the date from the last meeting.
Enjoy you day.
Susan

-----Original Message-----

From: Ashlyn Coyle <ashlyncoyle@icloud.com>
Sent: Thursday, February 17, 2022 10:50 AM
To: Susan Zuscak <Zuscaks@leicesterma.org>
Subject: Capital meeting minutes

Susan,

Can you please send me the minutes from the Capital improvement planning for These dates please
2/3/2021
2/11/2021
2/25/2021
3/25/2021
8/18/2021
10/20/2021

Thank you,

Ashlyn Coyle

**Town of Leicester Capital Improvement Planning Committee
Meeting Minutes
February 3, 2021**

(Note: This meeting was held remotely using GoToMeeting)

MEMBERS PRESENT: Lucky Margadonna,, Bonnie Keefe-Layden, (arrived at 5:34 pm), Sharon Nist, Kurt Parliment, Brian Cooper, Ashlyn Coyle

MEMBERS ABSENT: Herbie Duggan

IN ATTENDANCE: David Genereux, Town Administrator, Kristen Forsberg, Assistant Town Administrator

Chairman Margadonna called the meeting to order at 5:31 pm

APPROVAL OF MINUTES

Chair Margadonna entertained a motion to approve the minutes of October 28, 2020. Motion was made by Mr. Parliment, seconded by Mr. Cooper. No discussion. Roll call vote: 5-0-0. Motion carried.

Chair Margadonna next introduced and welcomed new at large members Mr. Parliment and Ms. Coyle.

RESERVE FUND TRANSFER REQUEST

Mr Genereux explained that the Reserve Fund Transfer Request for a new fire sprinkler pump control panel for the High School went through the process of approval via the Select Board and Finance Advisory with both approving the \$12,000 replacement cost. It is now before Capital Improvement.

Chair Margadonna asked that Mr. Cooper explain the transfer request. Mr. Cooper explained that the fire sprinkler pump control panel controls the entire sprinkler system in the high school and is in dire need of repair. He stated that the pipelines were rotted and the panel needed to be replaced. The panel and parts were tried to be salvaged but to no avail.

Ms. Coyle asked for clarification as to who Mr. Cooper was. Chair Margadonna informed her that he was the Director of Facilities for the School Department.

Mr. Parliment questioned if it was only pipes in the panel room or were there bad pipes anywhere else in the school. Mr. Cooper stated that right now the focus is in the panel room but there could be more throughout the school and the only way to know is if they start leaking or if every pipe line is visually inspected.

Ms. Coyle asked if the panel will be brought up to code once it is fixed and approved. She also asked how often the panel gets checked. Mr. Cooper replied that it has to be up to code prior to the approval of the Fire Department. He also stated that he is in the panel room on a daily basis and would be aware of any problems that may occur.

Ms.Keefe-Layden inquired the panel will be warranteed for at least a year and what is the life expectancy of the panel. Mr. Cooper replied that the original panel was 26 to 30 years old and the new one should last for 15 to 20 years before the technology becomes antiquated.

Chairman Margadonna entertained a motion to approve the Reserve Fund Request for \$12,000 for a fire sprinkler pump control panel for the high school. Ms. Keefe-Layden made the motion, Ms. Nist seconded. No further discussion. Roll call vote: 6-0-0.

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FY22 CAPITAL PLAN AND FIVE-YEAR CAPITAL PLAN

At this time Chair Margadonna turned the meeting over to Mr. Genereux to explain the five-year Capital Improvement Plan packet.

Mr. Genereux explained that the first page was the FY21 plan and has not been revised. The second sheet was for the FY22 plan which includes columns for items to be funded, dropped items (moved to another FY), and monetary changes. The third sheet was the five-year plan. Also included were capital improvement requests from the various town departments.

Mr. Genereux also informed the Committee that a potential building change for Hillcrest Country Club will be coming before the Committee. He stated that architectural plans are in the works for the removing of the standing building and replace it with two steel buildings on site to keep the area active. The proposed architectural plans were included with the department requests. Mr. Genereux stated that items on page three requests for FY22 and what does not get funded should be moved to FY23.

Chair Margadonna asked the Committee how it would like to approach these requests – have all department heads come for one meeting or break it up. Ms. Forsberg informed the Committee that since there are so many virtual meetings now, Wednesdays are busy and asked if Thursdays would be okay for members. All were in agreement. Ms. Forsberg will contact Mr. Duggan.

The new meeting dates will be February 11, 2021 and February 25, 2021, both at 5:30 pm. Highway, Fire, and Library departments will attend the February 11, 2021 meeting and Police, School and Town Administrator departments will attend the February 25, 2021 meeting. Ms. Forsberg will inform the department heads.

At this time Chair Margadonna entertained a motion adjourn at 6:07 pm. Ms. Nist made the motion, Ms. Keefe-Layden seconded. No discussion. Roll call vote: 6-0-0.

Respectfully submitted,

Sharon J. Nist
CIPC Clerk

**Town of Leicester Capital Improvement Planning Committee
Meeting Minutes
February 11, 2021**

(Note: This meeting was held remotely using GoToMeeting)

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MEMBERS PRESENT: Lucky Margadonna, Sharon Nist, Kurt Parliment, Brian Cooper, Herbie Duggan Jr., Ashlyn Coyle

MEMBERS ABSENT: Bonnie Keefe-Layden,

IN ATTENDANCE: David Genereux, Town Administrator; Suzanne Hall, Town Librarian; Dennis Griffin, Highway Superintendent; Cady Maynard, School Department Director of Finance and Operations

Chairman Margadonna called the meeting to order at 5:32 pm and informed everyone that the meeting was being recorded

FY22 CAPITAL PLAN AND FIVE-YEAR CAPITAL PLAN

Chair Margadonna reminded members Departments that will be presenting tonight are the Library, Highway, and Schools

Chair Margadonna asked Ms. Hall to present. Ms. Hall stated that the request was for FY24 and was for the replacement of fifteen computers that are five to six years old and are "aging out". The estimated cost would be \$15,000. Ms. Nist asked if there was any grant money available. Ms. Hall stated that right now it would be too early to pursue that avenue, but would not have any problems looking when the time came. Ms. Coyle questioned if this request was placed correctly on the Five-Year Plan. Mr. Genereux stated that it was. Chair Margadonna thanked Ms. Hall for her presentation.

Chair Margadonna next asked Mr. Griffin to present. Mr. Griffin presented FY22 request for overhead garage door, oil dispensing unit, and compressor. The garage doors are twenty-five to thirty years old, are operated by a hoisting chain (safety concern) and are showing signs of rusting and overall wear and tear. The oil dispensing unit is leaking, is oversized, and needs to be updated. Right now, the department trucks use three different oils. The oils are being purchased in small quantities which is becoming cost prohibitive. The new dispenser will meet the needs of all the trucks. The compressor is probably the original compressor. There are no updated safety features making it dangerous to operate. It needs to be updated. The estimated cost for these items is \$30,000.

Mr. Griffin next presented FY23 request for the replacement of truck #2 (one-ton single rear wheel) with an F550 dump truck. Truck #2 was recently in an accident and was able to be patched up enough to make it useable. Mr. Griffin also stated that this was a scheduled replacement with upgrades for improved snow removal. Ms. Coyle asked how many trucks Highway had. Mr. Griffin replied that there were three trucks. Mr. Duggan supported that the truck in question is in dire need of replacement. Chair Margadonna asked if there has been any insurance reimbursement yet. Mr. Griffin replied that there has not. Chair Margadonna asked if the new truck will have a wing on it. Mr. Griffin replied that yes it would. Mr. Parliment asked if there is enough equipment for the miles of roads that need to be plowed in town. Mr. Griffin replied that there was enough equipment, but not enough drivers. The estimated cost for the truck is \$140,000 to \$145,000. Discussion of FY24, FY25, and FY26 requests was put on hold for now. Chair Margadonna thanked Mr. Griffin for his presentations.

At this time, Chair Margadonna asked Mr. Cooper to present for the School Department. Mr. Cooper reminded members that he came "on board" in June and is still playing catch up. Mr. Cooper presented for Mr. Berthiaume (Director of Technology). The FY21 networking and infrastructure requests for both Middle and Elementary Schools were pushed to FY22. The networking and infrastructure for both schools is old and needs to be upgraded for increased safety and expansion of service. The estimated cost of the Middle School upgrade is \$35,000 and the estimated cost of the Elementary School upgrade is \$25,000. Again, Mr. Cooper presented for Mr. Berthiaume for FY22 for the Elementary School phone system and the Middle School phone system. Both are for upgrades, scheduled replacement, expanded service and increased safety. Estimated cost for the Elementary School is \$18,000 and the estimated cost for the Middle School is \$18,000. Discussion of FY23 requests was put on hold for now.

Mr. Cooper next presented as the School Department Director of Facilities. Mr. Cooper presented carryover FY21 High School Hallway Cameras Phase II. Ms. Nist asked about the completion of Phase I. Ms. Maynard stated that Phase I has been completed and was funded by a state grant. Phase II would be the continuation of the project for increased safety (second floor). It would increase LPD accessibility to the interior of the High School. Chair Margadonna asked if it was a state law to have hallway cameras. Mr. Cooper stated that he would check into it. There was discussion of also tying the system in with the LPD cruisers. Estimated cost for Phase II is \$30,000.

Mr. Cooper next presented FY21 (bumped to FY22) track repairs request. This is a safety issue. The track in its present condition is unusable for home meets since it does not meet state regulations. It is also unsafe due to its uneven surface. Estimated cost for track repairs is \$120,000.

Next, Mr. Cooper presented FY22 request for the High School gym floor sanding and refinishing. This is just for standard maintenance and repair of the floor. Mr. Cooper stated that he has already received some proposals. The estimated cost of the gym floor maintenance is \$25,000. Another FY22 request presented was for High School sidewalk repairs. The curbing is separating from the sidewalks, the sidewalks are crumbling or are in very poor condition. These repairs are needed for safety and in order to be in ADA compliance. Chair Margadonna stated that some repairs have been done, but many more are needed. Mr. Cooper also stated that the flag pole is leaning and must be repaired. Chair Margadonna asked Mr. Cooper to check with Mr. Griffin about highway continuing with the repairs. The estimated cost of the high school sidewalk repairs is \$75,000. Mr. Cooper presented FY22 request for the replacement of AC systems in the labs/offices in the high school. Because of the age of the present systems, the computer labs and office locations require an updated AC system to prevent any potential damage in the warmer months for the electronics which are located in those locations. Estimated cost for the AC replacement systems is \$50,000.

Mr. Cooper presented FY23 request for the baseball field repairs. This is for ongoing maintenance of the field which is used by not only LHS/LMS teams, but also town teams during the spring, summer, and fall seasons. Mr. Cooper stated that he is in current need of proposals. The estimated cost for the baseball field repairs is \$75,000.

Mr. Cooper presented FY24 request for High School parking lot repairs. Again, this is for safety issues and ADA compliance. Repairs would include the upper lot which has issues during the winter months with drainage and water issues. Estimated cost for the High School parking lot repairs is \$200,000. Also presented for FY24 was a request for multi-purpose field repairs. These are ongoing repairs and maintenance on the multi-purpose field (interior of track). The field are used by both LHS/LMS teams as well as town teams during spring, summer, and fall seasons. The field will require further upkeep beyond the normal annual maintenance program. Estimated cost for the multi-purpose field repairs is \$80,000.

Chair Margadonna thanked Mr. Cooper for his presentations.

APPROVAL OF MINUTES

Chair Margadonna entertained a motion to approve the minutes of February 3, 2021. Mr. Cooper made the motion, Mr. Parliment seconded. No further discussion. Roll call vote: 6-0-0. Motion carried.

OTHER

Chair Margadonna asked Mr. Genereux if he had anything to present to the Committee. Mr. Genereux stated that he was all set.

Chair Margadonna asked members to work on ranking the FY22 and FY23 requests for the next meeting. The following departments will be presenting at the next meeting: Fire, Police, and Town Administrator. The next meeting will be held remotely using *GoToMeeting* on Thursday, February 25, 2021 at 5:30 pm.

Chair Margadonna entertained a motion to adjourn the meeting at 6:26 pm. Ms. Nist made the motion, Mr. Duggan seconded. No further discussion. Roll call vote: 6-0-0. Motion carried.

Respectfully submitted,

Sharon J. Nist
CIPC Clerk

**Town of Leicester Capital Improvement Planning Committee
Meeting Minutes
February 25, 2021**

(Note: This meeting was held remotely using GoToMeeting)

MEMBERS PRESENT: Lucky Margadonna, Sharon Nist, Kurt Parliment, Bonnie Keefe-Layden,, Brian Cooper, Herbie Duggan Jr., Ashlyn Coyle

MEMBERS ABSENT: None

IN ATTENDANCE: David Genereux,, Town Administrator; Kristen Forsberg, Assistant Town Administrator; Ken Antanavica,, Police Chief; Michael Dupuis, Fire Chief

Chairman Margadonna called the meeting to order at 5:32 pm.

Chair Margadonna reminded the members that the "job" of the Capital Improvement Planning Committee is to rank the needs of each department presented, and not to come up from where the money/funding is coming.

FY22 CAPITAL PLAN AND FIVE-YEAR CAPITAL PLAN

Chair Margadonna reminded members Departments that will be presenting tonight are Fire, Police, and Town Administrator.

Chair Margadonna asked Chief Dupuis to present. Chief Dupuis presented FY22 request for Engine 1 replacement. Engine 1 is the oldest (1986) in the fleet and is in rough shape. Chief Dupuis explained that trucks should be replaced after twenty-five years and at fifteen years should be used as a spare. Replacement is long overdue. A member of the Department has done some exploring on-line and has found a series of eight to nine trucks that are ten years old and within the budget request. Chief Dupuis stated that Engine 1 was evaluated. The company that built the truck is no longer around and parts are now hard to come by. The truck has all sorts of problems, among them are a broken spring, the interior is a mess, and pumping problems. The trade in value is practically nil. Mr. Duggan suggested that perhaps the chassis could be used by the Highway Department. Chief Dupuis stated that he has looked into new trucks (reserve style pumpers) at the cost of \$643,000, \$534,00, and \$504,000. It would take at least a year or more to build these trucks. He also stated that Engine 4 is from 1999 and is next in line for replacement. Engine 1 needs to be replaced now. Ms. Keefe-Layden asked why only \$300,000? Chief Dupuis stated that this was a suggestion from the Town Administrator because of the overall availability of funds and the equitable distribution of such funds. Ms. Keefe-Layden also asked if this could go out to bid. Chief Dupuis stated that yes it could. Discussion ensued about the pros/cons of bonding and leasing. In the end the Town would end up losing money. There was also discussion about buying new v used. Ms. Keefe-Layden asked how this would be presented on Town Meeting floor. Mr. Genereux stated that if approved, the money is earmarked until it is used since Chief Dupuis will now be able to "shop around" and get the best for the money allotted. If more funding is needed, then it would be requested at the next Town Meeting or a purchase/lease agreement could be done. This would depend on what is available on the market at the time. Chief Antanavica made a point that a new truck would cost about \$600,000 and last thirty-five years and a ten-year old truck at about \$300,000 would last twenty-five years – ten years were lost but the cost was cut in half. The estimated cost of a replacement for Engine 1 is \$300,000.

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Chief Dupuis next presented FY23 request for Station Three (Rochdale) roof replacement. Chief Dupuis explained that Station Two (Cherry Valley) repairs/replacements became a priority. Instead, Station Three's roof was repaired in 2018 and is still holding up but does need to be replaced. The roof was replaced in 1989. Chair Margadonna asked if there was any rotting. Chief Dupuis replied that the rubber insulation is resting on metal and eventually will rot. There are leaks around the roof drain area and also where the roofs meet. The rubber membrane and the water-soaked insulation will need to be removed and be replaced with new insulation and membrane. The estimated cost for the roof replacement for Station Three is \$80,000.

Lastly Chief Dupuis presented FY24 request for extrication tools. The first set of tools was donated by the Lion's Club in the late 80's. The second set was replaced through a grant around 2001-2003. This would be the first set to be actually purchased by the Town. Chief Dupuis stated that he has also submitted a grant for the extrication tools. The current tools used to extricate victims from motor vehicle accidents are worn and becoming obsolete. The boron steel used on vehicles today is extremely strong making it difficult to cut with these older tools. These tools were run by hydraulics, making them cumbersome to move and use. The new tools are battery operated which makes them more lightweight and more versatile which will help extricate victims quicker and help in increase survivability of an accident. Chief Antanavica supported the replacement of the tools. Chief Dupuis and Mr. Duggan stated that Senator Moore supports this and will do what he can to put it through the State's budget. Chief Dupuis stated that he has also applied for a grant through AFG which is a grant from FEMA. He also stated that the Fire Department received a grant from them last year, so chances are slim for a second year of funding. Ms. Coyle asked when would Chief Dupuis would know about the grant. Chief Dupuis replied that COVID-19 has put things behind. The grant was submitted on February 12, 2021. He should hear by the end of March/beginning of April. Chief Dupuis stated that this request could be bumped to Fall Town Meeting in anticipation of not receiving the grant. The estimated cost of new extrication tools is \$72,000.

Ms. Keefe-Layden asked Chief Dupuis how he would rank his requests. He would rank them in the order presented. Chair Margadonna thanked Chief Dupuis for his presentation.

Chair Margadonna next asked Chief Antanavica to present. Chief Antanavica explained that the FY22 request for taser replacement has been withdrawn. The Department received a grant for the purchase of six tasers and other accessories as a package deal for \$18,000.

Chief Antanavica presented FY22 request for firing range safety and maintenance upgrades. The system needs upgrades. There is trouble with the target system. It is too far gone and a complete replacement is needed. The backstop barrier needs replacement and more rubberized pellets added. The foundation for the target system is badly rotted and is listing to one side and must be replaced. It is a big project but is absolutely necessary for the range to be up to current standards. Chief Antanavica explained why the Department needs its own range as opposed to going to an indoor or outdoor firing range. This offers more and better training options for Department officers. The range can be used at night with blue lights. Mr. Parliment asked if the Department is behind in training because of the problems. Chief Antanavica replied that the system just went down and that the Department is "thinking outside the box" to come up with some alternatives for the spring. The Department will be able to meet the minimum standards for spring training. Chair Margadonna asked if the Department could work with the State Police in the meantime. Chief Antanavica stated that he could check into it. Ms. Keefe-Layden asked if there are any grants available. Chief Antanavica stated that he has an officer "grant surfing". Ms. Keefe-Layden also asked if the firearms course used the range. Chief Antanavica replied no. Ms. Coyle asked if Highway could do the tree removal and chipping. Chief Antanavica replied that yes it could, but due to its own heavy schedule, it could not be counted on. Ms. Coyle asked about the other tools. Chief Antanavica stated that they are kept at the range for maintenance (lop shears, leaf blower etc.).

Chief Antanavica next presented FY22 request for a new copy machine. The current machine is nine years old and breaks down a lot. The quality of the copies it produces is poor. It color copies, collates, stacks, and staples documents. The cost of this replacement has decreased on the State bid list. The estimated cost of a new copy machine is \$10,490.

Lastly, Chief Antanavica presented FY22 request for tile floor replacement on the center level of the Police Station. It is a safety issue. The area is used a lot every day, but is not open to the public per se. The tiles start flying when cleaned, they are cracked and broken. They would be replaced with a life time floor. The plywood would be replaced and/or recondition as needed. The tiles would be replaced with rubberized tiles, the baseboards would be replaced, and the wall would be painted up to the chair rails. Chief Antanavica explained that this request has been moved up from FY23 due to the creation of trip and fall hazards. The estimated cost of the tile floor replacement is \$14,900.

Chief Antanavica stated that discussion of FY23, FY25, and FY26 requests are on hold for now. Chair Margadonna thanked Chief Antanavica for his presentation.

At this time Chair Margadonna asked Mr. Genereux to present. Mr. Genereux presented FY22 request for the Town Hall emergency generator hook-up. Mr. Genereux explained that the generator came from the Water Street Fire Station. The conduit has been done, but it needs to be hooked up to be functional. A large propane tank is also needed (gas supply should be good for a week). Mr. Genereux stated that when the power goes out now, the Town Hall is not functional. This generator will keep the Town Hall as functional as possible with heat and light. It will also allow it to be used as a shelter if needed. The request would be used for the purchase of the propane tank and to upgrade the electrical system for the generator. Ms. Nist asked why the \$20,000 increase from the prior request. Mr. Genereux replied because of the expected cost escalation that this is a buffer and that electrical work is expensive. The estimated cost of the Town Hall emergency generator hook-up is \$50,000.

Mr. Genereux next presented FY22 request for remodeling the Town Hall first floor bathrooms. These are the bathrooms by the meeting rooms and are used by the employees from the Office of Development &

Inspectional Services. The restrooms are in very poor conditions and need to be upgraded to meet ADA requirements. It would also involve adding a unisex handicapped accessible bathroom across from the Office of Development & Inspectional Services where there is existing plumbing. Mr. Parliment asked if the men's room would have to be expanded to make it handicap accessible. Mr. Genereux stated that the architect said that it would be able to be worked out. The estimated cost for the remodeling the Town Hall first floor bathrooms is \$60,000.

The next request Mr. Genereux presented was for FY22 for architectural services for Hillcrest Golf Course. This is for architectural services to design new replacement facilities at the golf course. The present bar/banquet facility is in poor condition and is not ADA compatible. The replacement facilities would include a one-story steel building, to be located elsewhere on the property to provide a modern, updated replacement. There would also be a separate building for storage of landscaping and other equipment. The old building would eventually be torn down after the new facility is put into service, therefore not causing any disruption of golf course service. The new facility would also allow for outside dining along with banquet/function facilities. The plans would be applicable for many years after their completion. This is the beginning stage. The estimated cost for architectural services for Hillcrest Golf Course is \$103,500.

Mr. Genereux explained that FY23 request is on hold for now. Ms. Keefe-Layden asked if an ADA grant is available. Mr. Genereux stated that he has applied for ADA grants twice to no avail, but will try again. He also stated that discussion of FY24 request is also on hold. Chair Margadonna thanked Mr. Genereux for his presentation.

Mr. Cooper stated that the High School request for the replacement of air conditions systems in the labs/offices has been withdrawn due to the fact that the computer labs are now classrooms. Mr. Cooper also stated that live view of police cruisers from the hallway cameras could happen at no cost. Chief Antanavica stated that there is a \$7,000 fee for licenses to tie into the Genetec system. Mr. Cooper stated that the FY22 request for High School sidewalk replacement should not be removed. He stated that three bids are needed. The sidewalks need to be checked out without any snow/ice on them. He asked that the request still be considered at \$75,000. He stated that there is still a good chance that the Highway Department will be able to do the repairs, but would need to be reimbursed for supplies.

Ms. Keefe-Layden asked why weren't some of the School Department's requests put into its maintenance budget especially since many of these requests are for normal wear and tear upkeep. Chair Margadonna explained that even if it is in a budget, if the cost is over \$10,000 and for five years or more it still must come before Capital Improvement. Mr. Genereux stated that it would be nice if every department could have its own maintenance budget.

OTHER

Chair Margadonna asked members to work on ranking the presented requests as per the CI ranking sheet. Ms. Forsberg will make the sheets available to members. At this time Ms. Keefe-Layden left the meeting (8:04 pm). Chair Margadonna stated that the next meeting will be on Thursday, March 11, 2021 at 5:30 pm. Department presenters will be invited. Ms. Nist asked if Mr. Berthiaume could also be invited. Mr. Cooper stated that he would ask him. The ranking meeting will be on Thursday, March 25 at 5:30 pm. These rankings will then be presented to the Select Board and Finance Advisory Board for recommendation on Town Hall floor at Spring Town meeting.

APPROVAL OF MINUTES

Chair Margadonna entertained a motion to approve the minutes of February 11, 2021. Mr. Cooper made the motion, Ms. Coyle seconded. No further discussion. Roll call vote: 6-0-0. Motion carried.

Chair Margadonna entertained a motion to adjourn the meeting at 8:14 pm. Ms. Nist made the motion, Ms. Coyle seconded. No further discussion. Roll call vote: 6-0-0. Motion carried.

Respectfully submitted,

Sharon J. Nist
CIPC Clerk

**Town of Leicester Capital Improvement Planning Committee
Meeting Minutes
March 11, 2021**

(Note: This meeting was held remotely using GoToMeeting)

MEMBERS PRESENT: Lucky Margadonna, Sharon Nist, Kurt Parliment, Brian Cooper, Herbie Duggan Jr., Ashlyn Coyle

MEMBERS ABSENT: Bonnie Keefe-Layden (arrived at 5:39 pm)

IN ATTENDANCE: David Genereux,, Town Administrator; Kristen Forsberg, Assistant Town Administrator; Ken Antanavica,, Police Chief; Michael Dupuis, Fire Chief; Dennis Griffin, Highway Superintendent; Jeff Berthiaume, Director of Technology & Digital Learning, School Department

Chairman Margadonna called the meeting to order at 5:31 pm.

APPROVAL OF MINUTES

Chair Margadonna entertained a motion to approve the minutes of February 25, 2021. Mr. Duggan made the motion, Ms. Coyle seconded. No further discussion. Roll call vote: 6-0-0. Motion carried.

FY22 CAPITAL PLAN AND FIVE-YEAR CAPITAL PLAN

Chair Margadonna asked that Mr. Cooper update the Committee with any changes with the items previously presented to the Committee. Mr. Cooper stated that the High School request for the replacement of air conditions systems in the labs/offices has been formally been withdrawn due to the fact that the computer labs are now classrooms. He also stated that there was not enough information to verify the project. The estimated cost for the project was \$50,000.

Mr. Cooper reported that he has received one proposal so far for the estimated cost of the sanding of the high school gym floor. The estimate was for both the High School and Middle School gym floors and was less than \$5,000. The vendor stated that the floors did not need the level of detail that was presented to the Committee which was a complete refurbishing of the floors. Mr. Cooper agreed with the vendor's recommendation. He is also planning on obtaining several other proposals since he is concerned that this first proposal is rather low for two gym floors. Chair Margadonna stated that the floors should be on a two-year maintenance plan, Mr. Cooper agreed. Chair Margadonna reminded Mr. Cooper and the Committee that if indeed the cost was less than \$10,000, and was for less than five years it does not come under the review of the Committee and then would be removed from the request list.

Mr. Cooper next updated the request for the High School track repair (estimated cost \$120,000). He stated that this estimate is not even remotely close to what the actual repair costs would be. The track is not up to standards as far as its width and length, ("the dimensions are way out of whack"). It should be ripped up and completely redone which would put the cost more in the \$300,000 price range. Mr. Griffin agreed that the track should be completely redone. The question arose as to should the money be spent when there is still a need for

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a new middle school. Both Chair Margadonna and Mr. Genereux recommended that this item be taken off FY22 request list and be placed on a future FY when there is more solid information/plans. At this time (5:42 pm) Mr. Cooper had to leave due to a maintenance emergency at the High School. Chair Margadonna thanked Mr. Cooper for his updates.

At this time Chair Margadonna asked Mr. Berthiaume to update the Committee on the status of the High School security cameras. Mr. Berthiaume explained that in FY19 a grant was received for \$53,000 for Phase I of the camera installation. Phase I included the infrastructure service, licenses, and nine internal cameras. Phase II was to complete the interior camera installations. In the meantime, there were several attempted break-ins at the High School so Phase III was implemented instead. Phase III included installing the exterior cameras of which there were seven (\$12,000). Mr. Berthiaume is now requesting the completion of Phase II which would be approximately thirteen cameras (\$28,000). Mr. Berthiaume stated that both Worcester and Leicester dispatch offices should have access to the cameras, but Leicester has a problem with viewing them. The LP would need approximately \$8,000 worth of work so the cameras could also be viewed at the station. The School Committee has approved access to the cameras in the Leicester Police Department cruisers. They will have live view access. Playback devices in the station will be in the added cost. Ms. Keefe-Layden asked if the cameras could be moved to a new location (a new school). Mr. Berthiaume replied that yes, they could but it would depend on how old the cameras were at the time of the move. It might be more cost effective to purchase newer up to date cameras. Chair Margadonna reminded the Committee that the \$28,000 would complete Phase II of the security camera installation at the High School. Chair Margadonna thanked Mr. Berthiaume for his update.

Chair Margadonna next asked Mr. Griffin to present updates for the Highway Department. There was one unexpected change that has not been "officially" submitted to the Committee but has been mandated by the State. Mr. Griffin explained that the fuel fill tubs at the Highway Department need to be replaced because they are not up to DEP standards because of various problems. The replacements need to be completed by the end of 2021 to be in compliance with DEP otherwise the Town will be forced to pay the fines initiated by the DEP. There are four fill tubs that need to be replaced with double walled tubs with proper venting and piping. The concrete platform will also need to be restructured and the diesel tank will need to be drained and cleaned. Mr. Griffin stated that the whole process should take no more than two weeks to complete. One side of the island would be shut down and refurbished one week and the second side shut down and refurbished the second week. This would still allow the Town access to fuel. The estimated cost is \$55,000. Ms. Keefe-Layden asked that since this was a mandated project is there any grant money out there. Mr. Griffin replied that there probably was not anything available "you gotta do what you gotta do when mandated". Mr. Griffin stated that the fuel island not only is used by the Highway Department but also by EMS and the Fire Department. The next update Mr. Griffin presented was the replacement of truck #2 which was involved in an accident (refer to minutes of February 11, 2021). Mr. Griffin stated that he has done research as to the cost of the repairs. The cost of the repairs (~\$10,000) will probably exceed the insurance settlement (~\$7,000). The other point Mr. Griffin made was what would be the life expectancy after the repairs – would it be more cost effective to purchase a new truck. The estimated cost of a new truck (2021 F550 dump truck) is \$47,000 minus the insurance settlement. Mr. Genereux stated that once approved on Town Hall floor, the truck can be ordered. Ms. Keefe-Layden asked Mr. Griffin for his rating for the Highway Department requests. Mr. Griffin stated that replacement of truck #2 would be first, the fuel island fill tubs replacement/upgrade second, and the garage doors/compressor replacement third with the oil dispensing unit replacement moved to FY23. Chair Margadonna stated that the oil dispensing unit should be kept in with the garage doors/compressor request for safety reasons for the estimated cost of \$80,000. The Committee agreed. The total estimated request for FY21 for the Highway Department is \$182,000. Chair Margadonna thanked Mr. Griffin for the updates.

Chair Margadonna asked Chief Dupuis for a Fire Department update. Chief Dupuis reiterated that he has Department members looking for a replacement for Engine #1 (refer to minutes of February 25, 2021). Chief Dupuis reported that a 2017 Pierce Arrow pumper with 27,000 miles for \$325,000 was found, but it is like going to a used car lot, what you want might be gone the next day. It was suggested to have a place holder for the May Town Meeting of \$300,000 to purchase a suitable used truck. Chief Dupuis stated that the estimated roof replacement cost for Station Three (Rochdale) (\$45,000) has been based on the three-year-old cost of the roof replacement for Station Two (Cherry Valley). Chief Dupuis stated that he has not heard anything yet from the grant application and is still waiting to hear from Senator Moore's office for support for the replacement of the extrication tools. Chief Dupuis requested that this item be moved to FY24. Chair Margadonna thanked Chief Dupuis for the update. At this time, Mr. Genereux stated that there was a new addition to the Fire Department requests for FY22. The Town is in need of new town wide communications equipment. No "official" request has been submitted to the Committee yet. Chief Dupuis explained that the Fire/EMS works off repeaters that spread out to the whole town, and that there are dead zones in various areas. The repeaters used are located on the Hillcrest Water District tower located on the Memorial School property. The repeaters are nine years old and the Town does not have a backup if these fails. This request would include replacing the nine-year-old repeaters which would have more options for Fire and EMS. It would also allow for the purchase of a new repeater for the Highway Department and a backup for the Fire/EMS repeater to be located at the Town Hall. The Town Hall was chosen because of its elevation. Chief Antanavica stated that the Police and Fire repeaters are not compatible and cannot work together. Chair Margadonna asked Mr. Genereux if this request could be put into another category since it involves the use by several departments. Mr. Genereux stated that it could go under TA requests or he could create a new category/column of "Town Wide". It was also suggested that the Highway Department request for the fuel fill tub replacements be included in this new category. It was agreed that a Town Wide category would be the best option.

Chair Margadonna asked Chief Antanavica for updates. Chief Antanavica stated that he had none and reminded the Committee of his ranking of the Police Department requests. First priority is the upgrade of the firing range, second is a new copier, and third is station floor replacement (refer to minutes of February 25, 2021). The estimated cost of these requests is \$92,000. Chair Margadonna thanked Chief Antanavica for the update.

Chair Margadonna lastly asked Mr. Genereux for updates. Mr. Genereux placed the Hillcrest architectural study as first (reasoning was that once it was done, it could be used anytime in the future), second was the Town Hall generator hook-up, and the first-floor bathroom replacements third. The Town Hall door replacements was pushed backed for at least year. Chair Margadonna thanked Mr. Genereux for the update.

During the presentations, Mr. Genereux was updating the spreadsheet plan. Prior to the updates, there was approximately \$865,000 in requests. After the updates, the requests increased to approximately \$900,000. Because of this increase, Chair Margadonna asked that the Committee look over all requests and rank them very carefully. Chair Margadonna asked Mr. Genereux if he would make a new spread sheet for the Committee that would show just what was being ranked for FY22 for Town Meeting in May.

Chair Margadonna asked if anyone had any other questions/comments. Ms. Nist asked Mr. Genereux about the new doors and plexiglass installations that the Town Hall offices now have. She asked why this did not come before the Committee since it probably cost over \$10,000 and was for more than five years. Mr. Genereux replied that the installations were funded strictly through a Cares Grant and did not entail any cost to the Town.

Chair Margadonna reminded the Committee to rank very carefully due to the budget restrictions. The next meeting (Thursday, March 25, 2021) will be for ranking all of the requests. Chair Margadonna also reminded the Committee to include the School Department's request for concrete repairs in the rankings. Mr. Cooper had to leave before he could update the Committee on this request (refer to minutes of February 11, 2021). Chair Margadonna reminded the Committee that the Spring Town Meeting is May 4, 2021.

Chair Margadonna entertained a motion to adjourn the meeting at 7:26 pm. Ms. Nist made the motion, Ms. Coyle seconded. No further discussion. Roll call vote: 6-0-0. Motion carried.

Respectfully submitted,

Sharon J. Nist
CIPC Clerk

3/25?
Town of Leicester Capital Improvement Planning Committee
Meeting Minutes
March 11, 2021

RECEIVED

2021 MAR 29 PM 4:09

TOWN CLERK'S OFFICE
LEICESTER, MASS.

(Note: This meeting was held remotely using GoToMeeting)

MEMBERS PRESENT: Lucky Margadonna, Sharon Nist, Kurt Parliment, Brian Cooper, Herbie Duggan Jr., Bonnie Keefe-Layden

MEMBERS ABSENT: Ashlyn Cole

IN ATTENDANCE: David Genereux,, Town Administrator; Kristen Forsberg, Assistant Town Administrator; Ken Antanavica,, Police Chief; Michael Dupuis, Fire Chief; Dennis Griffin, Highway Superintendent

Chairman Margadonna called the meeting to order at 5:31 pm. Chairman Margadonna informed the Committee that the meeting was being recorded.

FY22 CAPITAL PLAN AND FIVE-YEAR CAPITAL PLAN

Chairman Margadonna asked Mr. Griffin to update the Committee on the new updates for the Highway Department requests. Mr. Griffin stated that upon further investigation, the repair costs for Truck #2 exceeded the value of the vehicle. He also stated that he had been in correspondence with the insurance adjuster and it seems that the level of the policy could cover the full replacement of Truck #2 for approximately \$92,000 (without a plow). This would leave the requested \$47,000 for Truck #2 open to cover the cost of a new mechanic's vehicle for the department. It would not have a snow plow. It would be dedicated for service only, similar to the Verizon/National Grid trucks that are used for maintenance only. Chair Margadonna thanked Mr. Griffin for the update.

Chair Margadonna asked Mr. Genereux if he had any update for Town Administrator requests. Mr. Genereux stated that the architectural plans request for Hillcrest does not fall within the realm of Capital Improvement since it is not dealing with a specific piece of equipment. It is really a Select Board item. It should be a general budget item for both the Select Board and Finance Advisory Board to consider for funding. Mr. Genereux asked that this request be removed.

Mr. Genereux also reminded the Committee that there is not a lot of funds available for Capital. There are the host monies, but he is not sure how they can be distributed until the procedures are made available to the Town from the Cannabis Control Commission (CCC). He reminded the Committee to look very hard at what needs to be fulfilled this year because of the finances available. He suggested to rank from top to bottom as to what could be put off until next year. It comes down to what is a "must have" v what can be a "make do" until next year. Mr. Genereux stated that there is about \$500,000 available for funding and requests total \$887,000. Chair Margadonna thanked Mr. Genereux for the updates.

Chairman Margadonna asked for members to look at their rankings, needs, and priorities before beginning the actual ranking process. He reminded the Committee that the spill tubs for the Highway Department are DEP mandated

At this time, Chair Margadonna asked Ms. Forsberg if she could keep a running calculation of the results of the members' rankings. She stated that she will set up an Excel sheet for all to view and will place the results accordingly. Members went through ranking each request. (see Excel sheet #1).

Chair Margadonna Ms. Forsberg to create another Excel sheet ranking the items numerically (highest first) and the amount requested. Chair Margadonna thanked Ms. Forsberg for compiling the Excel sheets.

After the ranking was complete, Chair Margadonna next asked Mr. Cooper for any School Department updates. The issue of the concrete repairs was revisited. Mr. Cooper, with support from Mr. Griffin, stated that in order for the repairs to be done properly and be ADA compliant, the entire area would need to be reconfigured. Highway can do more "patch-up" repairs, but there will still be problems. Mr. Griffin stated that the repairs that need to be done, and be done properly are more involved than what the Highway can do. Ms. Keefe-Layden asked if the School Department had any funding in the maintenance budget for the repairs. Mr. Cooper replied that no it did not. Chair Margadonna thanked Mr. Cooper for the update.

Chairman Margadonna asked Chief Antanavica for any input. Chief Antanavica stated that the Department can do alternate firing range drills elsewhere to get by for this year, but repairs *must* be done for next year. Mr. Parliment asked if some of the repairs could be done now and the rest later. Chief Antanavica stated that due to the logistics of the range set up, it would not make sense. The range needs to be repaired all at once so that no repairs/new equipment would risk the chance of being ruined. Chair Margadonna thanked Chief Antanavica for the input.

Chair Margadonna asked Chief Dupuis for input for the Fire Department. Chief Dupuis stated that the Rochdale Station roof repair could wait until next year. He also stated that the Town wide communication replacement is important as is the new Highway truck. Chair Margadonna thanked Chief Dupuis for the input.

Ms. Keefe-Layden asked Ms. Forsberg for a total cost of the requests minus the Engine #2 fire truck. It was approximately \$580,000, which was still more than the \$500,000 available. She also asked if any of the requests could be grant funded and could any be pushed to fall Town meeting. Chair Margadonna stated that the Committee must maximize what it can afford. There was also discussion about moving the Highway truck request in the event the insurance payoff does not work. It was decided to keep the request where it is in the event the insurance money does not come through.

At this time the Committee discussed the items that should go before the Select Board and the Finance Advisory Board. Chair Margadonna asked Ms. Forsberg to update the second Excel sheet.

Mr. Genereux again reminded the Committee that the host monies will continue to increase, but the Town will not be able to do anything with them until the CCC informs the Town how it can be used. Ms. Nist made a motion to send a recommendation as to what the Committee has agreed to fund to the Select Board and the Finance Advisory Board for their next meeting (see Excel sheet #2). Seconded by Mr. Duggan. Roll call vote: 6-0-0. Motion carried.

APPROVAL OF MINUTES

Chair Margadonna entertained a motion to approve the minutes of March 11, 2021. Mr. Cooper made the motion, Ms. Keefe-Layden seconded. No further discussion. Roll call vote: 6-0-0. Motion carried.

Next meeting date to be determined.

Chair Margadonna entertained a motion to adjourn the meeting at 6:35 pm. Mr. Duggan made the motion, Ms. Keefe-Layden seconded. No further discussion. Roll call vote: 6-0-0. Motion carried.

Respectfully submitted,

Sharon J. Nist
CIPC Clerk

EXCELL SHEET #1

Hwy Spilltops	27	28	21	28	24	28	156
Fire Engine	26	28	24	28	24	24	154
Town-Wide							
Communic.	26	28	22	24	23	25	148
PD Firing Range	26	22	21	27	24	24	144
Fire Station Roof	24	21	20	19	20	24	128
Hwy Truck #2	12	19	23	23	21	25	123
LHS Hall Cameras	20	28	19	25	16	12	120
PD Copy Machine	21	20	15	20	24	18	118
LHS Concrete Repairs	21	18	22	22	16	19	118
Hwy Garage							
Equipment	22	23	14	20	16	20	115
PD Floor	20	24	18	15	16	12	105
TH 1st Fl Bathroom	20	18	16	14	16	15	99
TH Generator	18	20	15	14	12	11	90

EXCELL SHEET #2

Capital Item	Member 1	Member 2	Member 3	Member 4	Member 5	Member 6	Total Pts	Total \$\$\$	Proposed
Hwy Spilltops	27	28	21	28	24	28	156	\$55,000	\$55,000
Fire Engine	26	28	24	28	24	24	154	\$300,000	\$300,000
Town Wide Comm.	26	28	22	24	23	25	148	\$54,243	\$54,243
PD Firing Range	26	22	21	27	24	24	144	\$65,969	
Fire Station Roof	24	21	20	19	20	24	128	\$45,000	\$45,000
Hwy Truck #2	12	19	23	23	21	25	123	\$47,000	\$47,000
LHS Hallway Cameras	20	28	19	25	16	12	120	\$30,000	
PD Copy Machine	21	20	15	20	24	18	118	\$10,490	\$10,490
LHS Concrete Repairs	21	18	22	22	16	19	118	\$75,000	
Hwy Garage									
Equipment	22	23	14	20	16	20	115	\$80,000	
PD Floor	20	24	18	15	16	12	105	\$14,900	
TH 1st Fl Bathroom	20	18	16	14	16	15	99	\$60,000	
TH Generator	18	20	15	14	12	11	90	\$50,000	
								\$887,602	\$511,73

Town of Leicester Capital Improvement Planning Committee
Meeting Minutes
August 18, 2021

RECEIVED

2021 SEP -9 AM 8:33

(Note: This meeting was a hybrid meeting using GoToMeeting)

TOWN CLERK'S OFFICE
LEICESTER, MASS

MEMBERS PRESENT: Lucky Margadonna, Sharon Nist, Kurt Parliment, Dan Ayala (School Department Facilities Director)

MEMBERS ABSENT: Ashlyn Coyle, Herbie Duggan Jr., Bonnie Keefe-Layden

IN ATTENDANCE: David Genereux,, Town Administrator (virtually); Kristen Forsberg, Assistant Town Administrator; Rick Antanavica,, Select Board substitute for Mr. Duggin Jr.; Dave Mero, Finance-Advisory (arrived at 6:00 pm).

Chairman Margadonna called the meeting to order at 5:35 pm. Chairman Margadonna informed the Committee that the meeting was being recorded. He also stated that the meeting was a joint meeting between Capital Improvement and Finance-Advisory. He stated that at this time he would not be entertaining any comments from the public, that only Capital Improvement, Finance-Advisory, School Committee, Planning, and Select Board members will be recognized.

At this time Chair Margadonna asked Ms. Forsberg to review articles three and four from the Special Town Meeting Warrant for September 14, 2021 at 7:00 pm. (see attached articles)

Article Three Discussion

This purchase would involve a twenty-year borrowing period with no debt in the first two years. Mr. Antanavica stated that there is only a short period of time to act on this purchase. If the vote fails then the bid/offer will go out to other interested parties. There have been inquiries about the whole parcel and/or breaking it up into smaller parcels. The Town will have no control over what happens if Becker is bought by "outsiders". A plus in purchasing Becker is that it will keep the historical integrity of the Town Common area.

The Select Board (aka the Town) will be in charge of maintenance of the buildings. The School Department will be in charge of the custodial services for the buildings.

Mr. Parliment asked what was the estimated cost to repair/renovate the Middle School. Mr. Genereux replied that it would be in the range of eighteen million dollars. He also stated that the Town would be in control of all the buildings, not the School Department. He added that the DPW will eventually be taking over the maintenance of the buildings, including **all** Town buildings (Town Hall, Library, Sr. Center etc.)

Chair Margadonna entertained a motion. Ms. Nist made a motion to approve the purchase of the Becker property as written in article three in the Special Town Meeting Warrant on September 14, 2021 at 7:00 pm, seconded by Mr. Parliment. At this time Chair Margadonna took a roll call vote. In favor – five, opposed – none, motion carried.

Article Four Discussion

Mr. Genereux explained that the estimated cost (not including mowing costs) for operational costs for the first two years would be around \$350,000. The money cannot go into Capital if the buildings are sold. The Town is not allowed to take money that is borrowed for Becker to be used for any other funding. It can only be used for Becker, no other purpose. Any other Town properties that get sold can go into Capital. Mr. Genereux also explained that the size of free cash will determine what gets funded for the Fall Town Meeting. If there is not enough, then it will go to Spring Town Meeting.

Chair Margadonna entertained a motion. Ms. Nist made a motion to approve the funding operational cost of the former Becker College Campus. Seconded by Mr. Parliment. At this time Chair Margadonna took a roll call vote. In favor – five, opposed – none, motion carried.

Chair Margadonna reminded members that not only do these two articles have to pass at the Special Town Meeting, but also the Special Election to be held on Tuesday, September 21, 2021 from noon to 8:00 pm. If they do not pass at the Special Town Meeting, then the Special Town Election would be a moot point.

Chair Margadonna stated that approval of the minutes of March 11, 2021 and reorganization of the Committee will take place at its next meeting (TBD).

Ms. Nist made a motion to adjourn at 6:03 pm, seconded by Mr. Parliment. Chair Margadonna took a roll call vote. In favor – five, opposed – none, motion carried.

Respectfully submitted,

Sharon J. Nist
Clerk
Capital Improvement.

ARTICLE 3 AUTHORIZATION FOR ACQUISITION/DISPOSITION OF FORMER BECKER COLLEGE CAMPUS/CONTINGENT DEBT EXCLUSION BORROWING AUTHORIZATION FOR PURCHASE OF SAME, AND OTHER ASSOCIATED COSTS

To see if the Town will vote, contingent upon the approval of a debt exclusion in the sum of \$19,900,000 pursuant to MGL c. 59 §21C(j), to authorize the acquisition by purchase of the interests in real estate and assets of the former Becker College campus wherever located in the Town of Leicester, which includes, but may not be limited to, the real property described below: Approximately 24 acres of land, with buildings thereon having street addresses of 7 Washburn Square, 9 Washburn Square, 11 Washburn Square, and 13 Washburn Square, 962 Main Street, 964 Main Street and 968 Main Street, Leicester, shown on Assessors Map 20, Block A1, (being the location of Marsh Hall, Borger Academic Center, Knight Hall, Swan Library, Fuller Campus Center, Alumni Field and May House) and described in the deed recorded in the Worcester South District Register of Deeds in Book Town of Leicester Special Town Meeting – September 14, 2021 - Final 8 6136, on Page 187, together with all rights held by Becker College in and to a portion of the Town Common; Approximately 9.500 acres of land, with buildings thereon having street addresses of 950 Main Street, 952 Main Street, 954 Main Street and 960 Main Street, Leicester, shown on Assessors Map 20B, Block A39, (being the location of Hampshire Hall and Berkshire Hall) and described in the deed recorded in the Worcester South District Register of Deeds in Book 6136, on Page 187; Approximately .752 acres of land, with buildings thereon, identified as 1003 Main Street, Leicester, shown on Assessors Map 20C, Block A10, (being the location of Winslow Hall), and described in the deed recorded in the Worcester South District Register of Deeds in Book 6136, on Page 187; Approximately .312 acres of land having a street address of 997 Main Street, Leicester, shown on Assessors Map 20C, Block A11, (being the location of Hitchcock Hall), and described in the deed recorded in the Worcester South District Register of Deeds in Book 6136, on Page 187; Approximately 1.250 acres of land having a street address of 993 Main Street, Leicester, shown on Assessors Map 20C, Block A12, (being the location of Lane Hall) and described in the deed recorded in the Worcester South District Register of Deeds in Book 6136, on Page 187; Approximately .689 acres of land, with buildings thereon having a street address of 981 Main Street and 2 Flint Way, Leicester, shown on Assessors Map 20C, Block A13, (being the location of 1812 House and Barrett Hall) and described in the deed recorded in the Worcester South District Register of Deeds in Book 20538, on Page 114; Approximately .344 acres of land having a street address of 0 Main Street, Leicester, situated to the rear of 981 Main Street, shown on Assessors Map 20C, Block A14, described in the deed recorded in the Worcester South District Register of Deeds in Book 20611, Page 41; Approximately 6.800 acres of land having a street address of 955 Main Street, 959 Main Street, and 963 Main Street, Leicester, with buildings thereon, shown on Assessors Map 20C, Block A15, (being the Lenfest Animal Health Center and Russell Hall), and described in the deed recorded in the Worcester South District Register of Deeds in Book 6136, on Page 187; Approximately .747 acres of land, with buildings thereon, identified as 77-79 South Main Street, Leicester, shown on Assessors Map 20C, Block A22, and described in the deed recorded in the Worcester South District Register of Deeds in Book 42876, Page 112; and further to authorize the expenditure of funds for: the landscaping, alteration, remediation, rehabilitation or improvement of public land, the construction, reconstruction, rehabilitation, improvement, alteration, remodeling, enlargement, demolition, removal or extraordinary repair of public buildings, facilities, assets, works or infrastructure, pursuant to M.G.L. c. 40, §§ 4, 14, including: (i) the cost of original equipment and furnishings of the buildings, facilities, assets, works or infrastructure; (ii) the cost of engineering, architectural or other services for feasibility studies, plans or specifications as part of any acquisition or project; provided that the interest in Town of Leicester Special Town Meeting – September 14, 2021 - Final 9 land, asset acquired or project shall have a useful life of at least five years; provided however that the period of such borrowing shall not exceed the useful life of the interest in land, asset acquired or project; said appropriation to be contingent upon successful passage of a Proposition 2 ½ debt exclusion vote; and further to authorize the Select Board to sell, rent, lease, or otherwise dispose of any or all of the interests in real estate and assets of so acquired, with proceeds of sales, if any, to be used to reduce the final borrowing cost associated with this authorization upon appropriation by vote of Town Meeting. PROPOSED MOTION I move the Town vote to approve the article as written. ADVISORY COMMITTEE RECOMMENDATION – Favorable Action (5-0-0) CAPITAL COMMITTEE RECOMMENDATION – Favorable Action (4-0-0) SELECT BOARD RECOMMENDATION – Favorable

Action (5-0-0) DESCRIPTION The Town of Leicester has been offered the opportunity to purchase the real and personal property of the former Becker College within the borders of the Town for \$17,830,000. The total property to be acquired is 19 buildings and 44.394 acres. We are seeking to raise an additional \$2,070,000 for unforeseen repairs, consultant services, feasibility studies, and other necessities. This is a twenty-year borrowing. There will be no permanent debt issued in the first two years (FY23 & FY24), as the Town will take that time to study the campus and surplus any buildings that have no municipal use. Any funds received from those transactions will go towards reducing the overall project borrowing amount when the debt goes to permanent financing. During this period of temporary borrowing, the forecast interest payment would cost \$0.35 on the tax rate, or \$90.86 to the average home assessed at \$259,606. Once the debt goes to permanent financing in FY25, the forecast effect of the Becker debt exclusion on the tax rate is \$1.18 per thousand-dollar valuation. This translates into an annual cost of \$306.33 for the average home, which is an increase of \$218.07 from the previous fiscal year. However, in FY25, the impact of debt exclusions on the average home will decrease by \$106.44 because the Police Station, Hillcrest and Highway equipment debt will be paid in full, dropping the cost of debt exclusions on the tax rate by \$0.41 per thousand. This reduction of \$106.44 results in a net increase of \$111.63 for all excluded debt to the average home in FY25. Please see the table below for a better illustration of the forecast cost of the campus in the coming years when combined with the existing debt exclusions: Fiscal Year Current Debt Exclusion Rate Cost to Average Home Becker Debt Exclusion Rate Cost to Average Home Total Debt Exclusion Rate Cost to Average Home Difference from prior fiscal year 2022 1.01 262.20 0.00 0.00 1.01 262.20 n/a 2023 0.99 257.00 0.35 90.86 1.34 347.86 85.67 2024 0.98 254.41 0.34 88.26 1.32 342.67 -5.19 2025 0.57 147.97 1.18 306.33 1.75 454.30 111.63

Town of Leicester Special Town Meeting – September 14, 2021 - Final 10 VOTE REQUIRED FOR PASSAGE: 2/3rd's Majority vote under M.G.L. c. 59 S §21C(j) and c. 40, §§ 4, 14.

ARTICLE 4 FUNDING OPERATIONAL COSTS OF THE FORMER BECKER COLLEGE CAMPUS

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to fund operational costs for the former Becker College Campus or take any action thereon. PROPOSED MOTION I move the Town transfer \$350,000 from Free Cash to fund operational costs for the former Becker College Campus. ADVISORY COMMITTEE RECOMMENDATION - Favorable Action (5-0-0) SELECTBOARD RECOMMENDATION – Favorable Action (5-0-0) DESCRIPTION This article seeks funding for the costs to operate the former Becker College campus, including utilities, insurance, grounds maintenance, and security. The buildings would not be open during this period. Free cash funding is requested to be used while the Town determines the actual long-term cost of operating the portions of the campus retained for municipal use. VOTE REQUIRED FOR PASSAGE - Requires a simple majority vote per M.G.L. c. 40, §