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**BOARD OF SELECTMEN
MINUTES**

**LUNENBURG TOWN
CLERK OFFICE**

**Joseph F. Bilotta Meeting Room, Town Hall
July 18, 2017**

The Board of Selectmen met in the Bilotta Meeting Room with Jamie Toale, Chairman; Robert Ebersole, Vice Chairman; Paula Bertram, Clerk; Phyllis Luck, Member; Damon McQuaid, Member and Town Manager Heather Lemieux.

Not present: Paula Bertram, Member

Note: Ms. Bertram participated remotely for the Planning Board appointment.

The meeting commenced at 7:00 p.m. with the Pledge of Allegiance.

PUBLIC COMMENT:

Sharon Jordan, 77 Burrage Street, Democratic Town Committee Chairperson, invited all to a presentation on Single Payer/Medicare for All, presented by Dr. Jackie Kane, who is a member of a group called Mass Care-Massachusetts Campaign for Single Payer Health Care. It will occur on July 30th at 2:00 p.m. at the Public Library.

Police Chief Marino stated because of the time of year, the town gets quite a few wild animal calls. The animal control policy states that neither the Animal Control Officer nor the Police Department are allowed to relocate wild animals. However, a recent call came in from residents who had a goose on their property and wanted it gone because they were having a function in their backyard the next day. The ACO and her husband went to the scene and shooed the goose away. A few days later, the ACO called the Chief and reported someone had called because they found a porcupine in the road and they thought it was sick. Ms. Comeau requested the Chief accompany her because the person who called was somewhat intimidating. They took the porcupine back to the Police Station because it appeared dead. Because Kathy is Kathy, she would not let me euthanize the porcupine. Thank God we did not because there was nothing wrong with it. We were able to release it back in to the wild. He stated the ACO will go out on these calls, no matter what. He read aloud a letter from someone regarding a snapping turtle being run over, stating the ACO went above and beyond and they were grateful for her coming out on the call.

Joint Appointment by Board of Selectmen & Board of Health to Board of Health vacancy

Board of Health Chairman George Emond reported they have opened their meeting. Members David Passios and Paul Fortin were also present. He noted applicant Warren Mayhew Jr. had been attending their meetings over the last three months.

Another candidate, Robert Verge, 315 Arbor Street, submitted a talent bank form. Mr. Mayhew, Flat Hill Road, introduced himself stating he moved to Lunenburg in September 2015. He has been a paramedic for 25 years. He applied to the Board of Health back in 2016. Ms. Schnepf contacted him when the vacancy arose. Mr. Ebersole asked if he would run for reelection next May if appointed. Mr. Mayhew responded yes. Mr. Verge stated he has been a resident since 1997. He is a pharmacist and is certified to administer vaccinations. He was on the Conservation Commission and Chairman for many years. He is familiar with septic systems. Mr. Ebersole asked if he would run for reelection next May if appointed. Mr. Verge replied yes. David Passios stated there had been attempts to contact Mr. Verge over the past few weeks and there had been no response. He was concerned about his availability for meetings. Mr. Verge stated he initially filled out the talent bank form and hadn't been checking his email regularly but once he did see a message, he responded. Mr. Emond nominated Mr. Mayhew for the BOH vacancy. It was seconded by another member.

Dave Rodgers, 82 Highland Street, stated he wanted to nominate Mr. Verge. Mr. Ebersole noted a citizen doesn't have the ability to nominate during a joint meeting; only the voting members of the Board of Health and Board of Selectmen. Mr. Rodgers stated this doesn't seem very constitutional or participative. Mr. Toale called for a vote on the nomination of Mayhew and both boards voted unanimously in favor. The Board of Health adjourned their meeting at 7:20 p.m. Mr. Toale encouraged Mr. Verge to continue his interest in the town and to keep them in mind if there is something else he would like to participate in.

Board of Registrars (Democratic Town Committee Nominee)- Karen Kemp

Democratic Town Committee Chair Sharon Jordan thanked Ms. Lemieux and Ms. Peterson for informing her of the need to appoint and to participate in the process. The committee would like to nominate Karen Kemp who has been doing this job admirably for 30 years.

Motion: R. Ebersole

2nd: P. Luck

To nominate Karen Kemp for the Democratic Party position on the Board of Registrars with a term to expire March 30, 2021

Vote: All in Favor

Town Clockwinders- Joseph Dettenrieder and John Lynch

Motion: R. Ebersole

2nd: P. Luck

To appoint Joseph Dettenrieder and John Lynch as Town Clockwinders with term to expire June 30, 2018

Vote: All in Favor

Personnel Committee- Mutual appointment w/Town Moderator -Susan Andrews

Mr. Toale reported this is a mutual appointment of the Town Moderator and the Board of Selectmen. He invited Susan Andrews up to introduce herself. Ms. Andrews, 91 Horizon Island Road, has lived in Lunenburg for twenty years and just recently retired from a personnel professional position of 45 years. Town Moderator Tim Murphy has met with Ms. Andrews and recommended her to the Personnel Committee appointment.

Motion: J. Toale

2nd: R. Ebersole

To appoint Susan Andrews to the Personnel Committee with a term to expire June 30, 2020

Vote: All in Favor

Town Manager Appointments

Reserve Police Officers- Whitney Mansfield and Gage Russell

Police Chief Marino was recommending the appointment of Whitney Mansfield, a graduate of Lunenburg High School, currently enrolled at Fitchburg State University 4 + 1 Program, Masters plus Police Academy Certificate. This is a new program at FSU.

He was also recommending Gage Russell, a graduate of Wachusett Regional High School, holding a Bachelor of Science, Criminal Justice degree from Worcester State University and currently working as a dispatcher for the Town of Leicester. Both Russell and Mansfield completed the Municipal Police Training Committee (345 ½ hours) Reserve Intermittent Police Academy in West Boylston.

Motion: R. Ebersole

2nd: P. Luck

To ratify the Town Manager appointments of Whitney Mansfield and Gage Russell as Reserve Police Officers

Vote: All in Favor

Applause resounded through the room.

Seasonal Lifeguard - Ethan Gengler

Motion: R. Ebersole

2nd: P. Luck

To ratify the appointment of Ethan Gengler as seasonal lifeguard

Vote: All in Favor

Animal Control Officer Reappointment Discussion

Mr. Toale stated tonight's posted agenda indicates an Executive Session under Reason #1 to discuss the reputation, character, physical conditions or mental health, rather than professional competence, of an individual, or discuss the discipline or dismissal of, or complaints or charges against a public officer, employee,

staff member or individual. (Animal Control Officer). Due to the nature of the discussion that will revolve more around procedural process and that Ms. Comeau has requested it be in open session, the Board will not enter into Executive Session. This is a June 13, 2017 agenda item follow up relative to the annual appointment of the ACO and the request to have the ACO in to have a discussion about how particular calls were handled. Mr. Ebersole thanked Ms. Lemieux for clarifying this; his intention for the discussion was to be more procedural. He had comments on the reporting procedure. The ACO reports to the Police Chief and we receive quarterly reports from the ACO from the dispatch log. It's important calls be recorded with the Police Department because if an owner is not taking care of their animal, that needs to be logged at the Police Department for legal purposes. On reviewing the ACO report, this is a report from the dispatch log but is not necessarily the complete report of the ACO. There are several situations where there was a complaint, the ACO was notified and nothing further is reported in the log. There needs to be a follow up process. We continue to have an incorrect understanding of the town bylaw regarding dogs that are not leashed. We do not have a leash law; we have a restrain law. "A dog is considered to be a public nuisance... when it is permitted to run at large and unrestrained on property other than its owner's." Looking through the report, there are four instances of a Howard Street property owner and the ACO reported they let their dog run free and that nothing should be done. This is not a correct interpretation.

Regarding wild animals, Mr. Ebersole agreed with Marino as far as healthy animals; neither the ACO nor the Police are expected to respond to these calls. What is the policy, when do we respond to sick or injured wild animals? Then closing the loop on these log entries so that I would know that this situation has been properly handled.

Chief Marino stated with respect to the open-ended comments in the dispatch log, I am going to take some of the responsibility for that. There is a training issue involved here. We try to get a follow-up comment on almost every log entry; that doesn't happen all the time. There has been some disconnect, but that is a piece of the problem. Secondly, people have to understand, Ms. Comeau is not in a patrol car driving around 24 hours or even 8 hours a day. She gets a call at her house from dispatch. I recently found her home phone number online again, so people are still calling her house. They need to call dispatch and dispatch will call her. She writes down where she has to go and if she needs a police officer, she lets them know. When she clears the call, she is supposed to call in and report what she did. That is not always logged in for whatever reason; we have been trying to deal with that. This is not just happening on ACO calls. When I come in in the morning, I have to hunt down the officer who was on duty and find out what happened. We are working on some changes with respect to dispatch to help with these issues. It's easy for officers to get back in the car and call in and report and they are supposed to put that in the log. Ms. Comeau doesn't have that luxury. The vehicle she's driving barely runs and that's going to become an issue. The Town Manager and I are working on trying to resolve the animal control issue with respect to regionalizing and obtaining money to build a facility. In the interim, Ms. Comeau wants to stay. The only resolution right now is to get her radio communications. With respect to wild animals, if they are sick or injured, of course we go out. Sometimes we know they are sick and we have to euthanize them. Further discussion ensued about possible solutions.

Mr. Toale opened up the meeting to other comments. Ana Lockwood, 91 Main Street, noted the wrong number on the town website for Ms. Comeau. She asked what is the money situation? Maybe we need to put this on town meeting. She suggested providing information to the citizens and letting them know what is needed. Ms. Lemieux stated we have grant funding for a feasibility study and design of an animal control regional facility. Once that is completed, we will know the construction cost.

Chief Marino stated Ms. Comeau is providing many services at no cost to the town and we will have to pay for all that when we regionalize. We need a facility, a kennel, etc. The animal control policy is posted on the website for everyone to view. It lays out all the responsibilities of the Police and ACO. He welcomed any suggestions from the public.

Jessica Fellows, who had run over a large snapping turtle with her car recently relayed her story. She stated after numerous calls to several agencies, she received a call from Ms. Comeau. Ms. Comeau came out and calmed me down. Fellows noticed when she came to the scene, she did not have proper equipment. She called me days after to report on the turtle's progress. She didn't have to do that, but she did.

Chris Comeau, 819 West Street, stated this happens year after year after year. We have to come to these meetings to explain about a leash law versus a restraint law versus what my mother (Ms. Comeau) is supposed to do versus what she is not supposed to do. She's been doing this since 1977 and she is still here doing it now. I think she is doing the right job. As far as the restraint law goes, you can read it and interpret it any way that you want. That is part of the problem because any dog that is out that you want to deem nuisance because it out on their property or in the street, now what you are doing is trying to take a restraint law and turn it into a leash law. The leash law has been proposed to Lunenburg three or four times over the years. The problem with that is you have to be able to fund it. Now you are trying to go regional. There's a lot involved and a big chunk of money here. If you have to pay for all the dogs you are going to pick up under a leash law, you will not be able to afford it. Maybe you need to address the wording of the restraint law further and clarify some things because the whole idea behind the restraint law is that it gave latitude to the Police and the ACO to decide what animal was a nuisance. If it becomes a bigger issue then it comes to the Board of Selectmen to decide if that animal was a nuisance and the Board over the years has had to make that determination.

You also ask why this ends up on your agenda twice a year; because someone when it becomes reappointment time decides they want to complain that the job that's being done is not good enough. You can't make everybody in this town happy. The reason this is coming up all the time is because someone didn't like the answer that they got. It's a reappointment; if you don't want her, it takes a majority vote; say no, we don't want you. From what I saw last time this was discussed at a meeting, it was one person that had an issue. If the rest of the Board was here and no one else had an issue, you should have acted on it then. There is no need to call up everybody who has to come in and you have to go through all of this. If you have issues and a Selectman is being called, then call those issues out at your meeting, address it at a meeting or address it with her boss. It should have nothing to do with the appointment procedure. That is the issue I have, that is something that should be handled at your level with the Chief in a discussion; or you call her in and have a discussion with her. This is why you keep seeing this come up. You need to put a stop to it; it doesn't have to be unanimous but if you have a majority, vote.

Dave Rodgers, 81 Highland Street, stated he would like to refocus this because the verbiage that he read regarding this hearing, was concerning the character, the integrity, the physical and mental condition and he did not understand how we can go so far askew because we certainly haven't talked about that. He also wanted to thank Veterinarian Fallon. People have no idea what kind of services he and his Dad and the practice have given to the town, day and night. You folks are about to open up Pandora's box. You have no idea what it is going to cost to do it and maintain it adequately.

Priscilla DesChamps from the Pat Brody Shelter wanted to relate their relationship with Ms. Comeau. I have known her over thirty years and we work hand in hand with the cats. She will call us and we take cats in to the shelter and have them fixed and so forth and adopt them out. Animal rescuing is a calling. The welfare of the animal comes first over the opinions of people. She related her work with feral cat control. The shelter does have funds to donate for a situation like this (referring to the lack of a radio in the ACO vehicle). We would be willing to donate \$500 towards a radio.

Joan Hoyt, 39 Kilburn Street, has known Ms. Comeau for 29 years and has tremendous respect for her. She loves animals, a lot of times more than people. Following up on Mr. Comeau's and Mr. Rodgers' remarks, if this meeting was to discuss the ethics, integrity and honesty of Ms. Comeau, she felt very confident in saying that she would get the highest marks from anyone that she knows. She's doing a tremendous job, much of it volunteering. She and Wayne (Ms. Comeau's husband) are out all hours of the day and night spending their own money. It's too bad that this keeps coming up every year because the Chief has come up with some very good ideas to improve documentation. It's great that we are looking at funding. One of the best things the Board of Selectmen can do right now is to acknowledge Ms. Comeau and thank her for everything she has done for years and really support her. I know if it were me, it would feel like a big slap in the face to me. I hope you do something so this doesn't keep coming up once a year. Applause resounded through the room.

Mr. Toale clarified that the Executive Session agenda listing is a requirement of Open Meeting Law and what it was intended to do was if this discussion ventured into those listed reasons, we would need to go into Executive Session for the purpose of protecting the individual. It was never our intent to question Ms. Comeau's integrity or anything else.

Motion: P. Luck

2nd: D. McQuaid

To reappoint Kathy Comeau as Animal Control Officer with a term to expire June 30, 2018

Vote: 3 in favor, 1 opposed (Ebersole)

Applause resounded through the room.

Joint Appointment by Board of Selectmen & Planning Board to Planning Board vacancy

Planning Board Chairman Greg Bittner called their meeting to order. Also present were Ken Chenis, David Prokowiew and Matt Allison.

Mr. Toale announced Paula Bertram was participating remotely by telephone due to significant geographic distance. He stated this mutual appointment is to fill the vacancy on the Planning Board until the next election. There are two applicants for the position. Both submitted talent bank forms and responded to questions submitted by the Planning Board and Board of Selectmen. Kate Adams and Michael-Ray Jeffreys met with the Planning Board and answered their questions.

Kate Adams, Williams Drive, stated she grew up in town and has lived her slightly over thirty years. She has always been interested in civic involvement and volunteerism. She has always been active with the town, especially with the school. She became more active in town government beginning in January, starting to attend meetings as an advocate, then more interested in being involved. On May 10th she launched a write-in campaign for Selectman. She wants to understand and follow what is happening in her town and find a way to contribute. She started attending Planning Board meetings in the spring and following their review of their bylaws, a proposed car wash, the monopole and evolving issues. Mr. Ebersole asked Ms. Adams if appointed, would she would be running for Planning Board at the next election. She stated if she is not a Planning Board member, she can't predict what she would do. If it is a good fit for her and them, then yes.

Michael-Ray Jeffreys thanked the boards for inviting him in and for asking thoughtful and provocative questions. He is a business owner, property manager and a home improvement contractor. He joined the Army Reserve in 1999 at the age of 17. From then until now he has committed his life to service and our common defense. He stated, to reference our military creed, I am an American soldier, a warrior and a member of a team. I serve the people of the United States and I live the Army values. I will always place the mission first. I hope to continue this service to our town. Thank you for your consideration.

Mr. Ebersole asked Mr. Jeffreys if appointed, would he would be running for Planning Board at the next election. He responded at the Planning Board meeting he had stated he wasn't sure. For clarification, this year he did intend to run for Planning Board. Unfortunately, his father passed away in March and it consumed him. It is his intention to offer his services to this town for the foreseeable future. He stated he would be running for election to the Planning Board.

Mr. Toale opened up the opportunity for further questions. He referred to the question "What role should the Planning Board play in economic development?"

Ms. Adams stated a lot of what the Planning Board deals with is outside development coming in and in some ways you can't control who wants to come here. She thought the whole town could work as a place to be attractive for people to come. It's not just the Planning Board, it's the entire town of boards and committees looking for ways and what sort of Master Plan it wants and what direction it wants to head in together. She added as a brand new member of something either one of us is the probably the least qualified to answer these complex questions.

Mr. Jeffreys responded the Planning Board is responsible for working in the community to develop and revise a Master Plan and M.G.L. c.41, § 81D requires the Master Plan to have an "economic development element which identifies policies and strategies for the expansion or stabilization of the local economic base and the promotion of employment opportunities." Our town charter states in section 3-10 (b) that the Planning Board shall make careful studies of the resources, possibilities and needs of the town and shall make plans for the development of the town. He believed the Planning Board's role in economic development is defined; its members should consistently offer viable short-range and long-range solutions to the legislative body, in the form of proposed and revised bylaws that advance the strategic planning for the town. The board is expected to routinely assess whether current zoning and regulatory processes promote the desired economic effect. The

board should be proactive in following regional population and transportation trends, understand needs within neighborhoods in town and purpose to enhance the quality of life throughout town through the effective use of land. I think that when contractors and developers go before a Planning Board to get approval for a project, they make assessments on whether or not a community is business-friendly. I think the Planning Board members who review proposals in advance; come to board meetings with prepared questions, concerns and recommendations; and who treat all people with professionalism and respect, help promote the economic development of town.

Mr. Ebersole noted the term for Planning Board is five years due to such long-term issues that we would expect a long-term commitment. Mr. McQuaid stated this is going to be a tough decision not only because you are both good candidates but because it's tough for anyone to be qualified for Planning Board right out of the gate. It's more or less having a personality that is going to work and be willing to learn and do what's best for the town. Whichever way we vote tonight, I encourage you to pursue another avenue and to volunteer for the town any way you see fit. Ms. Luck agreed and stated we are very fortunate to have two great candidates. Ms. Bertram echoed Ms. Luck and encouraged whoever does not get appointed to pursue some role in town government. She appreciated them both coming forward and believed both would be an asset.

Ms. Adams wanted to reiterate in terms of commitment, in preparation of doing this, she has spent hours and hours attending meetings, often times being the only one in the audience. I got involved in things like whether or not we should still have monuments. I don't think I explained enough how in seeing myself volunteering for this, I prepared by putting myself in that position and following specific agenda items; not just saying what my vision or plan is, but what I've already done. What I've done is follow their bylaw review so if I did have the good fortune of being chosen I can be an active contributor as immediately as possible. This is not a whim, I began preparing for this before the election.

Mr. Toale asked for closing comments. Mr. Jeffreys thanked the board as our leaders of the community and the Planning Board noting that we all have had to commit a significant amount of time to this process. He thanked them for the opportunity. He also thanked Ms. Adams. He was appreciative and grateful that this experience with her has been pleasant.

Mr. Toale explained the voting process going forward. He will accept a nomination for the Planning Board position and he will accept other nominations assuming they are seconded. We will then vote and the majority vote gets the seat. Each member gets one vote. He asked if the Planning Board has a recommendation for appointment. They did not.

Motion: K. Chenis

2nd: M. Allison

To nominate Kate Adams

Motion: G. Bittner

2nd. D. Prokowiew

To nominate Mr. Jeffreys

Roll call vote for Ms. Adams

Vote: K. Chenis- aye, M. Allison-aye, D. McQuaid- aye, P. Bertram -aye (4 In Favor)

Roll call vote for Mr. Jeffreys

Vote: D. Prokowiew- aye, G. Bittner- aye, P. Luck- aye, R. Ebersole- aye, J. Toale- aye (5 in Favor)

Mr. Toale congratulated Mr. Jeffreys and advised him to be sworn in before the Town Clerk. He asked Ms. Adams to continue her interest in town government.

Motion: K. Chenis

2nd: D. Prokowiew

To adjourn the Planning Board meeting.

Vote All in Favor

The Planning Board adjourned their meeting at 8:41 p.m.

Ms. Bertram exited the meeting at 8:42 p.m.

Council on Aging Supplemental Nutrition Assistance Program (SNAP) Program

Council on Aging Director Sue Doherty presented on the **SNAP Outreach/Application Assistance Partner Reimbursement Project**. This is the former Food Stamp program. The Department of Elder Affairs and the

Department of Transitional Assistance (DTA) are working to increase the quality of applications submitted to DTA, reduce staff time, help eligible clients navigate the application process and secure food assistance access to SNAP benefits. They are seeking Councils on Aging to become third party partners to lessen the burden on their agencies. SNAP Outreach receives federal funds as reimbursement for allowable SNAP activities as well as training and technical assistance to ensure project outcomes are met. Ms. Doherty applied for and received \$11,700 towards fiscal year 2019. Ms. Doherty, Faith Anderson and Amanda Koeck will be trained on the program this September. Mr. Toale asked if the program funding ended, what would be the cost to the town. Ms. Doherty stated staffing would be mostly affected. This is not a grant program but a reimbursement program. You need to apply annually for it. The Board and Town Manager thanked Ms. Doherty for her work.

Amend Paul Doherty's ZBA Associate appointment to Zoning Board of Appeals Member-term expires 6/30/2022

This is to amend the appointment from associate to Zoning Board of Appeals member and the term to 2022.

Motion: R. Ebersole

2nd: P. Luck

To amend Paul Doherty's previous appointment of associate to ZBA member and the term to expire June 30, 2022

Vote: All in Favor

Review of Board of Selectmen Policies and Procedures and Vote to Adopt/Amend Policies and Procedure

Ms. Lemieux reported the version received has all the edits that were discussed at the workshop held on July 11 as well as additional personnel policies at the end of the document.

Motion: R. Ebersole

2nd: P. Luck

To adopt the policies as amended and to include the five policies that are also in the employee handbook Discussion:

Ms. Luck noted some minor typographical errors and will provide them to Ms. Lemieux. Mr. Ebersole amended his motion to add "subject to correction of typographical errors identified" Ms. Luck seconded the amended motion.

Ms. Luck referred to Section 2.01 Access to Town Counsel, she stated the policy was contradictory to what we are trying to accomplish with the new town counsel. Ms. Lemieux stated it is important that the Town Manager is aware of all legal matters being discussed. Further discussion ensued.

Vote: All in Favor

Motion: R. Ebersole

2nd: P. Luck

To approve the proposed policies for the employee handbook as submitted, noting there is work being done on other policies (FMLA, Sexual Harassment, Protected Class Harassment, Alcohol and Drug Testing for Employees with Commercial Drivers License (CDL), Social Media, Parental Leave, Domestic Violence Leave, Workplace Violence, Drug Free Workplace, ADA, Conflict of Interest, Standards of Conduct)

Vote: All in Favor

Discussion on Painting of the Town Hall

Ms. Lemieux reported with the project coming up, she has put together a bid proposal package and sent it to the DPW Director for review. Prior to going out to bid she wanted to have this discussion as it may be potentially important to townspeople. She has reached out to the Historical Commission and the Historical Society for feedback on the paint color. Mr. McQuaid provided some background on the last time the Town Hall was painted and how the color was chosen. According to testing it was the color it is presently. That is what he would stick with personally. Mr. Ebersole stated the windows were often painted a different color than white. What period do you pick from history? The Board welcomed feedback on the color. It was decided to wait until the next meeting.

Minutes/ Warrants/Action File Issues

The Board approved minutes of June 6, June 13, June 20, 2017. The Board signed accounts payable warrants in the amounts of \$1,437,897.63; \$142,158; \$5228.76 and \$391,151.04. There were two proclamations to be signed for a retiring employee and an outgoing Lions Club President.

Mr. Toale reported he was signing budget revision request #23 for the projector mounting stabilization bars for the school. The work has been completed and the bill has been paid.

Motion: R. Ebersole

2nd: P. Luck

To sign budget revision request #23

Discussion: Mr. Ebersole suggested going forward on these budget revisions request items, we should be made known of it before we sign the warrant. That is the opportunity to not approve the payment. We want to have a dialogue before the work is done.

Vote: All in Favor

Committee Reports

Mr. McQuaid reported most of the Planning Board meeting was interviewing the candidates. They also talked about some bylaw changes and what they would like to bring to a special town meeting versus an annual town meeting.

Ms. Luck reported the School Committee reached a Memorandum of Understanding with the paraprofessionals and cafeteria workers at their June 21st meeting. The Storm Water Task Force did not have a quorum on June 22nd, but we did not know that ahead of time. Matt Allison and I met with two of the consultants and discussed their accomplishments to date. The MS4 permit has been postponed until July 1, 2018. The current permit stays in place until then. A new date for the Notice of Intent to be filed which was originally September 29th has not been rescheduled.

Ms. Luck attended the Worcester County Selectmen's Association meeting on June 15. They sent a letter to the State Senate and House asking that the Right of First Refusal timeline of agricultural land be expanded from 120 to 180 days. Dracut and Chelmsford have just passed stormwater utilities; she is going to reach out and find out how they did so. The Central Mass Regional Stormwater Coalition steering committee met on June 26th.

Ms. Luck and Adam Burney attended the meeting. They discussed how the MS4 permit has been consolidated with the New Hampshire appeal.

Mr. Toale reported the Finance Committee met on the 13th. They discussed debt limit percentages. The purpose of the guidelines is to be very conservative. They meet again in August.

Town Manager Report

Ms. Lemieux reported the DPW Director received quotes on the Town Hall mold abatement project in the basement that will include the removal of wood flooring, wallboard, insulation and non-load bearing framing. Any remaining exposed building materials with mold growth will be treated, HEPA vacuumed, cleaned and HEPA vacuumed again. After cleaning all the areas, it will be encapsulated with a clear paint. The approximate cost will be \$46,000. The Finance Committee approved a reserve fund transfer of \$29,993 in June to supplement funding the DPW had remaining in their budget to cover the cost. The contractor has been contacted and work will commence this summer. After this phase of the project is done, we will have a company come in and collect air samples for evidence of mold spores to make sure all the mold has been abated. Following that, the DPW will need to install a sump pump and cover the foundation walls and floor with a plastic membrane and install a commercial dehumidifier that will be connected to the sump pump. We will continue from there to identify what resources we need to complete the project.

The Treasurer/Collector is proceeding with the public auction of six foreclosed properties; 1162 Mass Ave, 425 W. Townsend Road, 485 Townsend Harbor Road, 98 Youngs Road, 360 West Street, and 1263 Mass Ave. Property owners will be notified according to Massachusetts General Law. The Town has accepted a proposal for auctioneer services from Sullivan and Sullivan Auctioneers and the auction date will be August 29th at 1:00 p.m.

MRPC reached out to its members for submitting a regional application through the Department of Energy Resources for technical assistance funding. Lunenburg has been included in this grant application and if awarded it would provide us the technical assistance to apply for competitive funding for the next round of Green Communities. It would also assist for grant administration that would include reporting, which is very time consuming.

The IT Director, Executive Assistant and I will be setting up computer tablets for each of the Board members that will eliminate the need for paper at our meetings. We will provide a document sharing solution that will enable Ms. Peterson to upload the agenda and any related documents to an account that is associated with each

of your tablets. In order to help the process, if you would identify anything you would like in paper format versus just electronically in advance.

Mr. Toale reported the Board's next two meetings are August 1 and 8. Another workshop meeting will occur on August 15.

Public Comment: Mr. Ebersole asked Ms. Lemieux to check when the Planning Board will take up the marijuana bylaw. There was no further public comment.

Motion: D. McQuaid
To adjourn the meeting at 9:17 p.m.

2nd: R.Ebersole
Vote: All in Favor

Respectfully submitted,



Elaine M. Peterson
Executive Assistant to the Town Manager