



**BOARD OF SELECTMEN
MINUTES
Via zoom
June 16, 2020**

Members present: Tom Alonzo, Chairman; Phyllis Luck, Vice Chair; Damon McQuaid, Clerk; Katey Adams, Michael-Ray Jeffreys

Also Present: Town Manager Heather Lemieux,

Others present: Adam Burney, Land Use Director; Emily DiFranco, Comprehensive Environmental Inc.; Steve Walker, Todd Dwyer, Richard Bursch

Chairman Alonzo called the meeting to order at 7:01 p.m. and announced in accordance with the requirements of the Open Meeting Law, please be advised that this meeting is being recorded and broadcast over Lunenburg Public Access channel.

Mr. Alonzo read the remote meeting information and everyone was present and could be heard.

The meeting opened with the Pledge of Allegiance that was recited by Ms. Adams

PUBLIC COMMENT:

Mr. McQuaid stated this was his last meeting and acknowledged Pat Slattery who welcomed him to the Historical Commission years ago and Dave and Betty Macdonald who encouraged him to run for Selectman. He thanked the community members who took the time to tell him he was doing a good job over the years; former Chairman Jamie Toale, Town Manager Heather Lemieux, his parents for all their help and support over the years, and his wife and kids. He wanted to inspire and remind all the kids out there that you are never too young to get involved in town government, there are lots of vacancies and you don't need to start at the top.

Ms. Adams thanked Mr. McQuaid and Ms. Luck for their service.

Ms. Luck thanked all the members of the board and all town boards who stepped up to serve our community as well as all the employees of the town.

Mr. Alonzo thanked both outgoing board members and presented a history of what boards they have served on, noting all their time and commitment. He always thought they had the best intentions for the town even when they disagreed on topics.

Ms. Lemieux thanked Mr. McQuaid and Ms. Luck for their service.

Dave MacDonald, 155 Island Road, thanked both board members and wished them well.

Mr. Alonzo announced town election on Saturday and announced a list is being circulated of people who are running for elected positions and referred them to the Lunenburg 2020 Facebook page and gave instructions on how to do a write in a vote.

Dave Rodgers, 82 Highland Street, stated unfortunately the town cemeteries were not tended to and maintained as they should have been for Memorial Day. The commission has no say except for policy matters. The cemetery superintendent was told to trim hedges and is not the problem here. Certainly cooperation is lacking. He requested the BOS investigate the neglect and report on it in an open meeting. In addition, that the Town Manager delegate custody and control of the cemeteries and their functions to the commission.

I. APPOINTMENTS

Municipal Vulnerability Preparedness Listening Session

Mr. Burney reported the Town was awarded a grant through the Municipal Vulnerability Awareness Program established by Governor Baker's Executive Order 569 to establish a comprehensive statewide approach to reduce greenhouse gas emissions and prepare for the impacts of climate change. Community resilience building workshops were held to have stakeholders work collaboratively to complete a climate change and natural hazard vulnerability assessment and develop prioritized actions to address vulnerabilities and improve strengths. Upon

completion of the Community Resilience Building (CRB) workshop process, Lunenburg will become a “MVP community, “and will be eligible to apply for MVP Action Grant funding from the Commonwealth. An interdisciplinary team of town staff worked to implement the CRB process with Comprehensive Environmental, Inc. (CEI) The core team included Mr. Burney, Police Chief Marino, Fire Chief Sullivan, DPW Director Rodriquez, COA Director Doherty, Ms. Lemieux and Conservation Administrator Marro. The core team scheduled the workshops, invited stakeholders and handled logistics. The May 6 and May 21, 2020 workshops were web-based due to Covid 19 limitations.

Ms. DiFranco, a senior scientist for CEI, presented a brief overview of the program and next steps.

Top concerns that came out of the workshop were:

- Stormwater Infrastructure (roadway flooding)
- Bridges (in need of repair)
- Access to Critical Facilities (risk to emergency services)
- Electrical power lines (fallen tree limbs resulting in power outages)
- Septic Systems (in low lying areas being flooded)
- Sewer Pump Stations (in low lying areas being flooded)

Top concerns under ***Societal*** were:

- Vulnerable populations (Senior housing facilities)
- Emergency Shelters
- Evacuation Routes/Emergency Response (flooding of key roads)
- Air Conditioning in Public Schools (or lack of)
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Top ***Environmental*** concerns are:

- Phosphorus Loading (to Lake Shirley and Hickory Hills and nuisance algae growth/vegetation)
- Conservation Land (Lunenburg has no criteria for climate change)
- Forest Management (many town forests do not have cutting plans)
- Agricultural Lands (potential for impacts to land due to climate change)
- Wind Fetch (potential for vehicles to drift off roads)
- Cold Water Fisheries (potential impacts)
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Top Strengths were:

- Open Space Planning (recently updated and identifies priority parcels for conservation)
- Riverine Flooding (limited to forested areas around Catacoonamug and Mulpus Brooks)
- Tree-Trimming Program (Unitil has an aggressive program to protect power lines from outages)

Top Recommended Actions:

1. Stormwater Infrastructure : Assess, Replace, Maintain and Restore
2. Electrical Power Supply Infrastructure: Problem: aging structures and downed trees causing power outages; Solution: Conduct a town-funded tree survey by a certified arborist to develop a prioritized removal plan; continue to discuss adaptive management with Unitil
3. Public Safety Building Egress; develop a second route of egress possibly by purchasing adjacent parcel

Other High Priority Actions:

- Install a generator at the Senior Center to allow building to serve as a warming/cooling station for the elderly population
- Conduct a study to determine a potential location for a second egress to DPW facility at 520 Chase Road
- Install central air conditioning and generator at Pearl Brook Apartments (housing authority)
- Continue to protect key lands and work towards adding climate resiliency to the list of criteria for open

space and land acquisition

Next Steps:

- Municipal Vulnerability Program Community Designation
- Implement Prioritized Recommendations
- Apply for Action Grant Funding- 2 annual application rounds in spring and fall

A feedback survey is available at <https://arcg.is/0OPr8P> or you can direct questions and or comments to Adam Burney at aburney@lunenburgonline.com or Emily DiFranco at edifranco@ceiengineers.com. Any comments will be incorporated into the draft report and incorporated into it and then submitted as a final report to the MVP Program for approval. Once approved, you become as MVP Community and can apply for grant funding. The Board thanked Ms. DiFranco and Mr. Burney for the presentation.

Change of Manager for Lunenburg Zedas Inc. d/b/a Bad Larry's, License # 00049-RS-0636, 1 Main St., #4

Applicant/owner Alan Wernick was present for the request and stated his son was not able to fulfill the manager role anymore. So he was applying to be the acting manager on record.

Motion: D. McQuaid

2nd: P. Luck

To approve the change of manager for Bad Larry's as submitted

Vote: Ms. Adams- aye, Mr. McQuaid- aye, Ms. Luck- aye, Mr. Jeffreys- aye, Mr. Alonzo- aye

Review Applications for Outdoor Seating and Outdoor Liquor Sales from Kindred Spirits (324 Electric Ave., #4 and Lakeview Club (449 Whalom Road), both requested to be postponed to a later date.

1) Donnelly's Tavern, 43 Summer Street,

John Donnelly presented for the request. The Board reviewed his application that included a safety plan and diagram that allowed for 32 patrons outside as well as personnel assigned to shifts to ensure compliance. Parking is accommodated for up to 50 cars on the Summer Street side.

Motion: K. Adams

2nd: D. McQuaid

To approve the application from Donnelly's Tavern

Vote: Ms. Adams- aye, Mr. McQuaid- aye, Ms. Luck- aye, Mr. Jeffreys- aye, Mr. Alonzo- aye

2) Smokestack Roasters, 39 Massachusetts Ave., Jaclynn Nicoll presented for the request. Maximum capacity would be for 36 patrons. The area is fenced in with egress accessible through a garage door.

Motion: D. McQuaid

2nd: K. Adams

To approve the outdoor seating application form Smokestack Roasters

Vote: Ms. Adams- aye, Mr. McQuaid- aye, Ms. Luck- aye, Mr. Jeffreys- aye, Mr. Alonzo- aye

American Graffiti (113 Summer Street), Todd Jennison presented for the request.

Motion: D. McQuaid

2nd: K. Adams

To approve the application for American Graffiti for outdoor service

Vote: Ms. Adams- aye, Mr. McQuaid- aye, Ms. Luck- aye, Mr. Jeffreys- aye, Mr. Alonzo- aye

I. CURRENT BUSINESS

1. FY21 Annual Appointments by Board of Selectmen & Town Manager
Ms. Lemieux read aloud the list of her appointments.

Animal Control Officer

Kathleen Comeau- 806 West Street

Building Commissioner

Casey Burlingame

Dam Keeper term expires June 30, 2021

Ronald Wilson 701 Reservoir Road

Assistant Dam Keeper- term expires June 30, 2021

Rich Patry 655 Reservoir Road

Emergency Management Director /Forest Warden- term expires June 30, 2021

Fire Chief Patrick Sullivan

Field Driver- 1 year term

Kathleen Comeau

Fence Viewers- 1 year term

Vacancies

Hazardous Waste Coordinator

Heather Lemieux

Hearings Officer

Heather Lemieux

Inspector of Plumbing/Gas (recommended by Building Commissioner)

Gary Williams-34 Round Road

Assistant Inspector of Plumbing/Gas (recommended by Building Commissioner)

Richard Kapenas

Pound Keeper- term expires June 30, 2021

Jean Larkin- 17 Highland Street

Public Weighers- term expires June 30, 2021 (provided by P J Keating)

Rich Reynolds

Eric Morin

Brian Contois

Jay Valliere

Mike Reynolds

Britany Woodhouse

Inspector of Weights and Measures-term expires June 30, 2021

Stephen E. Cullinane-46 Goodrich Street

Inspector of Wires (recommended by Building Commissioner)

John (Jack) Biery- 15 Crescent Road

Assistant Wiring Inspector (recommended by Building Commissioner)

David Stone-83 Arbor Street

RACES Control Officer -term expires June 30, 2021

Ralph Swick 113 Townsend Harbor Road
Brian LeBlanc- Asst. Radio Operator- 67 Mulpus Road
Member;
Jeanine Swick- Member- 113 Townsend Harbor Road

Tree Warden-term expires June 30, 2021

Jack Rodriquenz

Veterans' Service Officer

T. J. Blauser

Motion: D. McQuaid

2nd: M. Jeffreys

To ratify the Town Manager appointments as presented

Discussion: Ms. Adams recused herself from the Wiring Inspector appointment.

Vote: Ms. Adams- aye (excluding wiring inspector), Mr. McQuaid- aye, Ms. Luck- aye, Mr. Jeffreys- aye, Mr. Alonzo- aye

Ms. Lemieux read the list of police officers up for appointment.

Full-time Officers

Chief James P. Marino
Lt. Thomas L. Gammel
Sgt. Sean J. Connery
Det/Sgt. Jeffrey M. Thibodeau
Sgt. Joshua B. Tocci
Sgt. Sean Zrate
Officer Jonathan J. Broc
Officer Ramon Cabrera
Officer Anthony Cappucci
Officer Jacob Lachance
Officer Kayla M. Leger
Officer Joshua M. Mathieu
Officer Bradley McNamara
Officer John Morreale, Jr.
Officer Kameran Munroe
Officer Gage Russell
Officer John M. Wagner

Reserve Officers

Officer Benjamin Campbell
Officer Erin K. Considine
Officer Robert R. DaCosta
Officer Robert D. DiConza
Officer Donald A. Letarte
Officer Jonathan G. May
Officer Lisa M. Melnicki
Officer Amanda J. Moore
Officer Chad Stateler

Motion: M. Jeffreys

2nd: D. McQuaid

To ratify the Town Manager's appointments to the Lunenburg Police Department

Vote: Ms. Adams- aye, Mr. McQuaid- aye, Ms. Luck- aye, Mr. Jeffreys- aye, Mr. Alonzo- aye

Ms. Lemieux read aloud the following appointments to Special Police Officers:

Townsend Special Police Officers

James Sartell	Chief of Police
Mark Giancotti	Lieutenant
Kimberly Mattson	Sergeant
George Reidy	Patrol Officer
Mark Francis	Patrol Officer
David Phillips	Patrol Officer
Jeffrey Giles	Patrol Officer
Michael Marchand	Patrol Officer
Christopher Low	Patrol Officer
James Landi	Patrol Officer
Eric Modica	Patrol Officer
Christopher Tucker	Patrol Officer
Tony Brennan	Reserve Officer
Christopher VanVoorhis	Reserve Officer
Austin Cote	Reserve Officer
Thomas Kalil	Reserve Officer
James Marchand	Reserve Officer

Motion: M. Jeffreys

2nd: K. Adams

To ratify the Town Manager's appointments of Special Police officers to the Lunenburg Police Department

Vote: Ms. Adams- aye, Mr. McQuaid- aye, Ms. Luck- aye, Mr. Jeffreys- aye, Mr. Alonzo-aye

Mr. Alonzo read aloud the following reappointments:

Architectural Preservation District Commission-term expires June 30, 2023

Richard McGrath- 22 Cushing Lane
2 vacancies

Agricultural Commission- 3 years

Ryan Stober-2023

Conservation Commission- 3 year terms-term to expire June 30, 2023

Catie Childs-14 Kimball Street
Richard Bursch-308 Electric Avenue

Clock Winders-term expires June 30, 2021

Louis Franco-250 Arbor Street
Mike Kidney- 86 Lancaster Ave.
Tom Alonzo- 284 Lancaster Ave.
William Tyler-5 Graham St.
Chuck Venezia-1402 Massachusetts Ave.
John Lynch- 453 Page Street

Constable- term expires June 30, 2021

Kevin Rice-14 Iris Rd. Leominster
Alan Herget- 79 Beachview Road
John Godek- 321 Pearl St. Fitchburg

Council on Aging- 3 year terms-term expires June 30, 2023

Cheryl Moisan- 625 Goodrich Street
Sarah Grant- 110 TriTown Drive
Diane Nowd-175 Island Road

Public Access Cable Committee (PACC)-term to expire June 30, 2021

Steve Walker-227 Pleasant Street

Personnel Committee- term expires June 30, 2023

Susan Andrews- 81 Horizon Island Road
Erik Arnold- 105 Hemlock Drive
1 vacancy

Senior Citizen Property Taxation Work Off Program- term expires June 30, 2021

Myleen Mallari-Treasurer/Collector
Sue Doherty-COA Director
Sheila Craigen- Principal Assessing Clerk
1 vacancy

Town Counsel-term expires June 30, 2021

Mead, Talerman & Costa
Mirick O'Connell

Zoning Board of Appeals - term expires June 30, 2025

Alfred Gravelle-445 Townsend Harbor Road

PACC Chairman Steve Walker and Conservation Commissioner Richard Bursch were invited to speak. Mr. Walker thanked the Board for the reappointment and noted the 3rd Public access channel for Education would be coming on line on Thursday. He added an appeal for a permanent studio space for Public Access TV as soon as possible. Mr. Bursch thanked them for the opportunity to serve. Discussion ensued about the reappointment process. Mr. Alonzo noted this was an unusual circumstance year due to the pandemic and reaching people was difficult. Ms. Lemieux reported the Executive Assistant had contacted all the persons who have submitted talent bank forms in the past and informed them of the upcoming appointments and had received no response back. Those same talent bank forms were forwarded to the pertinent Chairs that they were interested in serving on.

Motion: D. McQuaid

2nd: P. Luck

To approve the reappointments as listed

Vote: Ms. Adams- aye, Mr. McQuaid- aye, Ms. Luck- aye, Mr. Jeffreys- aye, Mr. Alonzo-aye

2. Follow Up from Annual Town Meeting

Mr. Alonzo thanked everyone who made Town Meeting through the planning, the execution, the attendees, etc., a successful event.

Ms. Lemieux stated for next steps and follow up the Library Trust fund article, the Home Rule petition for an additional all alcohol license for Jaxx Country Store as well as the Earth Removal Bylaw need to be addressed. Ms. Adams requested the earth removal bylaw be a future agenda item. Ms. Luck believed a workshop to be more educated for future applications. Discussion ensued about the process of communicating with stakeholders before drafting another bylaw and actual wording of it. Then it moved on to how the Board could do their job as the issuing authority with the current bylaw.

3. Minutes- there were none this evening

4. Warrants:

Mr. Alonzo reported he signed the following warrants last week:

- FY 20 4th Quarter Water Commitment: \$9,630.44
- Accounts Payable #61 20 dated 6/9/2020 in the amount of \$472,101.30
- Payroll Deduction #62 20 dated 6/10/2020 in the amount of \$553,909.92
- Payroll #25 P20 dated 6/11/2020 in the amount of \$835,525.18

5. Action Items- Ms. Adams asked about the town beach being opened and swimming lessons.

Ms. Lemieux stated last week she had reported the Parks Commission would be discussing this in July for later in the summer. She suggested contacting them directly and noted the playgrounds and basketball courts are open. Ms. Lemieux stated the guidelines for town beaches were more stringent than those for playgrounds and basketball courts.

6. Committee Reports – there were none this evening

OLD BUSINESS

1. Discussion on Vacant Elected Positions for the Annual Election

Mr. Alonzo noted there is no one running for Commissioner of Trust Funds (3 year term) or Housing Authority (4 year term) and there was still time to get your name out for a write-in campaign.

2. Authorization for BOS Chairman to sign the Purchase & Sale Agreement and closing documents to effectuate sale of 17 and 23 West Street Property

Motion: K. Adams

2nd: D. McQuaid

To authorize the BOS Chair to sign the Purchase & Sale Agreement and closing documents to effectuate the sale of 17 and 23 West Street Property

Vote: Ms. Adams- aye, Mr. McQuaid- aye, Ms. Luck- aye, Mr. Jeffreys- aye, Mr. Alonzo-aye

TOWN MANAGER REPORT AND COVID-19 UPDATES

Announcement on Existing Vacancies:

The following is a list of vacancies on the following committees:

- Agricultural Commission (2 alternate vacancies)
- Americans with Disabilities Act Commission (1 vacancy)
- Architectural Preservation District Commission (1 design professional; craftsperson or building contractor familiar with historic renovation)
- Finance Committee (2 positions appointed by the Finance Committee Appointing Committee)
- Open Space Committee (1 vacancy-citizen at large)
- Zoning Board of Appeals (2 Associate vacancies)

Ms. Lemieux added there is also a vacancy on the Senior Tax Work Off Program Committee- citizen-at-large, 1 vacancy on the Personnel Committee and vacancies for Fence Viewers.

Talent bank forms can be obtained on the Town Website and can be forwarded to the Board of Selectmen's Office.

CARES Act FY20 Expense Reimbursement Submittal:

On Wednesday, June 3rd we submitted a reimbursement request for CARES Act funding in the amount of \$147,421 and we received the reimbursement on Thursday, June 11th.

Update on Special Act for Lanni Orchards:

Representative Hay's Office contacted me that the Special Act for an additional off premise wine and malt license for Lanni Orchards was endorsed by the House and now will move forward to the Senate.

Route 2A/Route 13 Intersection Update:

Last meeting I reported that I contacted MassDOT about the status of the work order for the Route 2A/Route 13 intersection and our contact replied that she would check-in with the District Traffic Maintenance Engineer who manages the traffic signals and will update me when she hears back. On June 10th I heard back from our contact at MassDOT and the traffic improvements should be implemented by their traffic signal contractor by the end of June.

Meetings, Events and Other Announcements:

- The Conservation Commission has a meeting via Zoom on Wednesday, June 17th at 7 p.m.
- The School Committee has a meeting via Zoom on Wednesday, June 17th at 6:30 p.m.
- The Library Board of Trustees has a meeting via Zoom on Thursday, June 18th at 6:45 p.m.
- The Agricultural Commission has a meeting via Zoom on Thursday, June 18th at 7 p.m.
- The Planning Board has a meeting via Zoom on Monday, June 22nd at 6:30 p.m.
- The Sewer Commission has a meeting via Zoom on Tuesday, June 23rd at 5 p.m.
- Annual Town Election is on Saturday, June 20th at the TC Passios Building from 7 am until 5 pm.

COVID-19 in Lunenburg and Board of Health Notices:

The Board of Health issued their weekly update dated June 12th and it will be put on the COVID-19 Information Center page on the town website under News & Announcements on the homepage. As of June 15th, there are 67 confirmed positive cases in Lunenburg and one death.

Re-opening of Town/School Playgrounds, School Fields, and Town Beach:

The town and school playgrounds are open, the town and school basketball courts are open, the school tennis courts are open to singles play only, the MS/HS track and turf field is open, and all town fields have remained open throughout the pandemic.

Town Facilities:

Town facilities re-opened to town employees on June 2nd in adherence with a number of state requirements and best practices and opened to the public by appointment only on June 8th.

Tax Payments:

Tax payments are now also being accepted in the black box on the right side of the entrance outside of Town Hall. Tax payments can also still be mailed to the town's lockbox or can be paid online.

COVID-19 in Massachusetts (as of 6/15/20):

As of June 15th there are 105,690 COVID-19 cases and 7,647 deaths 712,875 patients have been tested to date by the MA State Public Health Laboratory, hospitals and commercial laboratories.

Baker-Polito Administration Announces Pop-Up Testing Sites for Participants of Large Gatherings

The Baker-Polito Administration announced the availability of pop-up COVID-19 testing sites throughout the Commonwealth for individuals who have recently participated in large gatherings. These free testing sites will be available at over 50 sites throughout the Commonwealth on Wednesday, June 17th and Thursday, June 18th. The Administration is urging anyone who has attended a large gathering in the past two weeks to get tested for COVID-19 at one of these sites. Test results will be provided to each participant confidentially, and participants are encouraged to share these results with their doctors. A full list of all testing sites is available at www.mass.gov/gettested.

UPCOMING MEETING/EVENTS SCHEDULE

Mr. Alonzo reviewed the upcoming meetings:

BOS- June 23, 2020

Annual Town Election June 20, 2020 at TCP Building

PUBLIC COMMENT

Carl Luck, 50 Sunset Lane, regarding the Municipal Vulnerability Program, asked for confirmation that if a program isn't listed on the vulnerability list then it could not be funded. Ms. Lemieux confirmed. Mr. Luck's concern was the Conservation Commission was updating their regulations to help with resiliency and it takes effort and money. He requested it be kept on the list as professional help is needed. He will follow up with Mr. Burney.

Mr. Jeffreys, speaking to Ms. Luck, described her past year's behavior as resolute and date-driven as well as fierce, being reliably protective of the environment and of people's wallets. He thanked her for her service.

To Mr. McQuaid, Mr. Jeffreys stated he respected him and appreciated his dynamic with his parents his commitment to our town. Mr. Alonzo added it was an honor to serve with (both of) you and wished them well.

Motion: D. McQuaid

2nd: P. Luck

To adjourn the meeting at 9:01 p.m.

Vote: Mr. McQuaid-aye, Ms. Adams-aye, Mr. Jeffreys-aye, Ms. Luck- aye, Mr. Alonzo-aye

Respectfully submitted,



Elaine M. Peterson

Executive Assistant to the Town Manager