

**SELECT BOARD
MINUTES
October 12, 2021
Bilotta Meeting Room, Town Hall and via Zoom**

Members present: Tom Alonzo, Chair; Michael-Ray Jeffreys, Vice Chairman; Lou Franco, Clerk; Todd Dwyer, Jim Marino

Also Present: Heather Lemieux, Town Manager; Arthur Dragoslis, Judith Dragoslis, Robert Bowen, Maneerat Srisawad, Natalie Laohome, Steve Walker, Richard McGrath, Randy Moulton

Chairman Alonzo called the meeting to order at 7:00 p.m. and asked everyone to stand for the Pledge of Allegiance. He announced in accordance with the requirements of the Open Meeting Law, please be advised that this meeting is being recorded and broadcast over the Lunenburg public access channel and on Facebook Live on the Public Access Facebook page.

He noted Zoom is available for public comment only and gave the sign-in instructions.

The agenda lists all the topics which may be discussed at this meeting and are those reasonably anticipated by the Chair. Votes may be taken as a result of these discussions. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by Open Meeting Law.

PUBLIC COMMENT:

Peter Beardmore, Finance Committee Chair, 282 Pleasant St., announced their public hearing will be this Thursday at 7:00 PM in person and via ZOOM on the Special Town Meeting warrant articles. The public is invited to ask questions and provide comments. The Finance Committee will then make their recommendations on the STM articles. He announced the Finance Committee will be co-hosting a workshop with the School Committee on Chapter 70 funding on Thursday, October 28 at 7:00 PM. Members of the public are invited.

Mr. Alonzo reported Fitchburg Gas and Electric Light Company d/b/a Unitil requested that the Department of Public Utilities (DPU) approves the results of Unitil's most recent basic service supply solicitation for December 1, 2021 through May 31, 2022, for its small and medium customer groups. The proposed fixed basic service rate for residential and small commercial and industrial customers is \$0.19880 per kilowatt hour ("kWh"). If the DPU approves the Company's basic service rates as proposed, a typical residential (R-1) customer using 600 kWh per month will see an average monthly bill increase of \$61.96 (or 37.9 percent). The Department seeks written comments addressing the mitigation proposal no later than 5:00 p.m. on Monday, October 18, 2021.

He noted Lunenburg has a municipal aggregation agreement in place for three years at a rate of 0.11210/kWh versus Unitil's proposed increase to 0.1988 /kWh. If you are a resident and you have opted out of the municipal aggregation program, he recommended opting back in to get the lower rate.

Ms. Lemieux reported the Attorney General's office has filed comments with the DPU to request a 50% reduction in the proposed increase. In the meantime, the Municipal and Community Services Representative from Unitil, John DiNapoli, reached out to me to work on contacting residents that have opted out of the Municipal Aggregation Program to inform them that they would have the option of opting into the program. We will be working with them on that.

APPOINTMENTS:

Common Victualler License hearing-AJD'S Café LLC d/b/a Lunenburg Diner, 324

Electric Ave. # 3

Arthur and Judith Dragoslis presented for the license application. They would like to open up a diner and are experienced in the food industry. The hours they are seeking are Monday through Saturday from 6:30 am to 2:30 pm and Sundays from 6:30 am to 1:30 pm. They are going to be employing 20-25 people. They plan to open late October, early November. His biggest concern right now is acquiring restaurant food supplies.

Motion: J. Marino

2nd: L. Franco

To approve the common victualler license for AJD's Café LLC d/b/a Lunenburg Diner at 324 Electric Avenue

Vote: All in Favor

Mr. and Mrs. Dragoslis thanked the board and exited the meeting.

Common Victualler License hearing- BKK Group LLC d/b/a Bangkok Hill, 177 Mass. Ave.

Attorney Robert Bowen, 1686 Mass. Ave., presented on behalf of the applicants, BKK Group LLC, doing business as Bangkok Hill. He introduced the new owners, Ms. Maneerat Srisawad and Ms. Natalie Laohome, who were present. The business has been sold to them and they are seeking a common victualler license. Mr. Bowen stated the operation is not going to change other than there will be no alcohol served and they will be doing take out for the time being. Ms. Lemieux stated if the alcohol license lapses, they will have to apply for a new license.

Motion: J. Marino

2nd: L. Franco

To approve the common victualler license for BKK Group LLC, d/b/a Bangkok Hill, located at 177 Massachusetts Avenue

Vote: All in Favor

Meet with PACC Chairman re: Letter to legislators re: Pending Bills on Streaming Video over Public Rights of Way

Steve Walker, PAC Chairman, 227 Pleasant Street, stated there is a bill to establish a state-wide policy concerning compensation for the use of digital infrastructure in the public right of way. There are two versions sitting in committee: S 2200 (Senate) and H 130 (House). He noted according to the Cable Act of 1984, a municipality can negotiate a franchise fee from the cable company for using a public right of way; which is what we have been doing with Comcast. The contract is negotiated every 10 years. We have three channels of broadcasting; public, education and government. We received a capital infusion of \$170,000 which we are keeping in reserve for our future studio space. Video services are moving to the internet and being streamed there. As people are doing that, the amount we receive should reduce. In addition, people are doing cable cutting which is not using the cable service and instead watching television via the internet. The bill would impose a statewide franchise fee on the use of public rights of way for streaming services. Fees would be collected by the state rather than the municipality and placed in a streaming entertainment fund and then be dispersed.

Twenty percent would go to the Commonwealth, forty percent to municipalities based on population and forty percent would go to the community media center such as PAC.

The impact of cable cutting will reduce fees to run public access cable, which is what we are using right now. We presently receive about \$200,000 per year in franchise fees and we have seen a slight reduction in income at this point. This bill would help reduce the loss of that revenue. The action being requested by PAC is for the Select Board to send a letter to the two bill committees from the Select Board based on a MassAccess model letter on behalf of the town. The House bill (H 130) is being sponsored by Representative Kushmerek. Mr. Walker

contacted Senator John Cronin's office but did not receive a response from his office. Mr. Alonzo noted the fees would be collected from every internet provider which would include for example, Verizon, which does not provide service in town. Discussion ensued about the possible consequences of these proposed bills.

The Board will read the proposed bills and the letters and discuss at their next meeting. Mr. Alonzo thanked Mr. Walker explaining the bills and for all his work on PAC.

Meet with the Historical Commission re: Demolition Delay Bylaw Amendment Article for Special Town Meeting

Chairman Richard McGrath submitted an amended warrant article with the following changes:
D.

If the building or structure is determined to be a significant building under this bylaw, the Building Commissioner shall impose a demolition delay of 540 days from the date of notification.

During the delay period the applicant must notify the Historical Commission *by means of submitting the document entitled, "Demolition Delay Bi-monthly Report" on a bimonthly basis, beginning with the first day of the second month following the imposition of the demolition delay*, that:

(1) Bona fide, reasonable attempts have been made to sell, preserve, move, rehabilitate or restore said building or structure. Evidence shall include:

- A. Listing of the building with a licensed real estate broker.
- B. An estimate of rehabilitation or restoration costs of the building or structure.
- C. An estimate for moving the building or structure *in its present condition*.
- D. *Name, address and contact information of a party or parties that have been located who have agreed to preserve, rehabilitate, restore or relocate the building or structure.*

(2) The applicant has agreed to alternatives to demolition and/or accept conditions noted in the applicability determination.

(3) Any owner failing to submit the bimonthly report on the prescribed schedule shall have the demolition delay period extended one day for each day of delay in filing.

(4) At any time during the delay period, the Historical Commission may advise the Building Commissioner, in writing, to issue a demolition permit without waiting for the period to expire, if the Commission decides that:

A. There is not a reasonable likelihood that any entity is willing to purchase, preserve, rehabilitate, restore, or move said structure.

B. For at least six months the owner has made continuing bona fide and reasonable efforts to locate a purchaser to preserve, rehabilitate, restore, or move the subject structure, and that such efforts have been unsuccessful.

§ 134-5 Emergency demolition.

Nothing in this bylaw shall restrict the Building Commissioner or the Fire Chief from ordering the demolition of a significant building determined to present a clear and present danger to the safety of the public, which only demolition can prevent. *The appropriate commission shall be promptly notified of the decision.* (Submitted by the Historical Commission)

Mr. Alonzo asked, noting the words “appropriate commission,” if the demolition delay bylaw is outside of the Village District, it is applied by the Historical Commission; but inside the Village District, the same bylaw is applied by the APDC? Mr. McGrath confirmed.

Mr. Franco noted the changes to the article since the last meeting and they addressed the concerns he had previously had about the proposed article. Discussion about reformatting (4) and A. and B. and adding “and” or “or,” and 1. Other minor changes to punctuation were suggested to make the wording clearer as well. Mr. Alonzo was also satisfied with the changes.

Motion: L. Franco

2nd: T. Dwyer

To accept and approve the warrant article as amended

Vote: All in Favor

Request of Randy Moulton to bow hunt on 671 West Street parcel

Randy Moulton, 157 Wilder Road, Leominster, is requesting to archery hunt on the 671 West Street parcel. The parcel is 66.5 acres and has a lot of swampy areas. He is aware he needs to hunt 75 feet away from roads and 170 yards away from dwellings. Mr. Dwyer asked him if he intended to use a tree stand. Mr. Moulton stated no.

Mr. Jeffreys stated he would not support this request because this area is being used casually by residents for passive recreation and hay fields. There are no set guidelines on how it is to be used, nor a way to notify the many abutters, or how to alert people who use the land. Mr. Alonzo agreed adding the town has plenty of conservation areas that are open to bow hunting. Mr. Franco had not been against the request, but after hearing Mr. Jeffreys’ reasoning, he would not support it.

Motion: M. Jeffreys

2nd: L. Franco

To deny the request to bow hunt on the 671 West Street parcel **Vote: 3 in favor, 2 against (Dwyer, Marino)**

Mr. Moulton stated he understood and thanked the board for their time and exited the meeting.

INTERVIEWS/APPOINTMENTS/ RE-APPOINTMENTS/ RESIGNATIONS

APDC- Resident Representative, term to expire June 30, 2024- Laura McGrath, 22

Cushing Lane

Mrs. McGrath stated she has been a middle school social studies teacher in Leominster for over 35 years. She believes in preserving the past to protect our history for the future. She has been watching the APDC meetings since the pandemic began and oftentimes felt that she wanted to say something. She believes she could share and contribute to the commission and would like the opportunity to sit at the table and be an active participant.

Mr. Marino expressed concern about a husband and wife participating on the same committee.

Mrs. McGrath assured all that she had no hidden agenda. Mr. Dwyer while appreciating Mr. Marino’s comments, noted there are not a lot of candidates applying for vacancies, so he welcomed any volunteers. Mrs. McGrath noted that the commission has had difficulty at times achieving a quorum and she often attends the meetings and thought she could alleviate that problem as a member. Mr. Franco also agreed with Mr. Marino and thought it would set a bad precedent as well. Mr. Jeffreys stated he was opposed to the same members of a household serving on the same committee and the perception of others regarding fairness, added it had

nothing to do with her qualifications. Mr. Alonzo agreed as well but he suggested volunteering on another committee. Mrs. McGrath stated she would check the vacancies out, thanked the Board for their time and exited the meeting.

TOWN MANAGER REPORT

Announcement on Existing Vacancies:

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

- Architectural Preservation District Commission (2 vacancies-1 citizen at large and 1 representative from Historical Commission)
- Commissioner of Trust Funds (2 vacancies-joint appointment between CTF and SB until next ATE)
- Economic Development Committee (1 person recommended by the Open Space Committee, 1 citizen at large, and 1 ex-officio member that is business owner)
- Green Community Committee (1 vacancy, 2 associate vacancies)
- Personnel Committee (1 vacancy)
- Senior Work Off Program Committee (1 vacancy)
- Zoning Board of Appeals (1 Associate vacancy)

Interested persons can find application forms on the Town Website and completed forms can be sent to the Select Board's Office.

Current Employment Opportunities with the Town:

The following is a list of current employment opportunities with the Town:

- Board/Committee Clerk (Part Time Non-Benefitted)
- Digital Services Staff Librarian (Part Time Benefitted)
- Assistant to the Sewer Business Manager (Part Time Non-Benefitted)
- Trash and Recycling Coordinator (Grant Funded, Part Time Non-Benefitted)
- Asst. Town Accountant (Part Time Benefitted)

More information on each position can be found on the job postings, which are located on the town website.

Legislative Updates:

I recently reached out to Senator Cronin, Representative Sena, Representative Kushmerek and their staff for updates on any pending bills that would affect Host Community Agreements, Property Tax Relief legislation for seniors, any possible legislation that would impact formula funding changes related to Chapter 70 and Chapter 90, the State supplemental budget bill, the State's plan for ARPA funding and the status of the Bond Bills that have funding earmarked for Lunenburg. We had a Zoom call last week and they provided the following updates:

- The legislators confirmed that any bills on Host Community Agreements will not be acted on this fiscal year, nor is there any impetus to move it forward.
- Senator Cronin was not aware of any bills that would adopt Tax Relief for seniors and did not believe the Senate had any appetite to act on such bills. The House has two bills that Representative Sena co-sponsored but they are not moving forward.
- The legislators did not foresee any changes to the funding formulas for Chapter 70 and Chapter 90 this fiscal year but do expect a Chapter 90 funding formula bill in the future.
- The Votes Act passed in the Senate and the House is expected to take act on this during this session.
- The legislators should have received the reprecincting maps this past Friday and will

have 21 days to review. At the time of speaking with them, they did not know if there are any changes for Lunenburg.

- Debate on the State supplemental budget bill occur before November 17th as formal session ends by this date and resumes in January. Realistically, when requesting earmarks, we should ask for projects that are between the range of \$10K-\$50K. It is highly unlikely we would receive an earmark for anything greater than \$50K. An upcoming agenda will provide my recommendations for earmarks to request in the supplemental budget bill.
- The State is currently in the process of holding hearings on the use of ARPA funds but are also in a holding pattern waiting for the federal government's infrastructure bill so there will not be duplication on the use of funding. I plan on putting together projects that are high priority to the Town, such as the Flat Hill Culvert project, to submit to the legislature as they are formulating on how best to use the state ARPA funds.
- In regards to the three Bond Bills that projects for Lunenburg were included in, the legislators were up front that we will never see that funding. Not only do we have a freshman delegation, but there have been zero projects for small towns that funding in Bond Bills has been released. I plan to extract the projects that were included in those bond bills that have not been completed and add them to our list of budget priorities that will be up for discussion, if they are not already.
- The Senate will be taking up a Mental Health Omnibus Bill between now and November 17th. This bill addresses mental health insurance reform and is not an appropriation bill.

The delegation has been invited to an upcoming meeting in November to meet with the Board and once I hear back from all three we will announce the date.

Budget Updates:

The Finance Director submitted the FY 2021 balance sheet to DOR last week and free cash was certified on Friday, October 8th. The General Fund Free Cash was certified at \$2,666,962, the Water Enterprise Retained Earnings was certified at \$54,544, the Solid Waste Enterprise Retained Earnings was certified at 49,413, the Sewer Enterprise Retained Earnings was certified at \$1,828,706, and the PEG Access Enterprise Retained Earnings was certified at \$835,969.

COVID-19 Update:

The weekly update from the Board of Health on the total number of new cases reported as of October 2nd was 80. The current positivity rate for Lunenburg as of October 2nd was 6.94%. Ms. Lemieux spoke to the Board of Health agent today on how we can promote education on this and an informational page will be inserted into the special town meeting warrant.

Meetings, Events and Other Announcements:

- Halloween Trick or Treat hours will be on Sunday, October 31st; 6-8 PM
- The fall Special Town Meeting will be Tuesday, November 16, 2021 at 7 PM

Ms. Lemieux was copied on an email sent to the DPW from a new resident on Valley Road thanking them for a quick response on a request to cut back vegetation on the same road. She also read a note from a resident to the Select Board stating the ambulance crew that transported her to the hospital was wonderful as well as the Police officer who responded. The whole team was professional and kind, as well as compassionate and gentle, noting she had a great experience during a stressful and difficult time. Ms. Lemieux thanked all of those departments. Mr. Alonzo stated it was nice to hear good things about town staff.

FY22 Budget Adjustments from 5/1/21 ATM to 11/16/21 STM				
Article 1, 11/17/2020 STM - FY21 Budget Adjustments				
Line #	Appropriation	Voted 5/1/21	11/16/21 STM Adj	Amended Appropriation
6	Group Health Insurance	\$ 2,392,473.31	\$ (78,500.00)	\$ 2,313,973.31
15	Medicare-Town Share	\$ 260,700.00	\$ 39,935.00	\$ 300,635.00
23	Town Accountant	\$ 228,955.30	\$ 4,912.00	\$ 233,867.30
29	Technology Director	\$ 236,448.68	\$ 65,352.00	\$ 301,800.68
	Subtotal FY22 Omnibus Budget Adj	\$ 3,116,577.29	\$ 31,699.00	\$ 3,148,276.29
	Total FY22 Omnibus Budget Adjustments from Above		\$ 31,699.00	
	Change in Sewer Enterprise		\$ (5,360.00)	
	Change in State Assessments	\$ 1,177,736.00	\$ 122,551.00	\$ 1,300,287.00
	Prior Year Expense		\$ 7,519.70	\$ 7,519.70
	Total Expenditure Adjustments		\$ 156,409.70	
	5/1/21 ATM Revenue Surplus - Raise & Appropriate		\$ 0.20	
	Change in Sewer Enterprise		\$ 10,824.31	
	Change in Cherry Sheet	\$ 9,444,372.00	\$ (4,001.00)	
	Change in New Growth		\$ 149,664.00	
	Total Revenue Adjustments		\$ 156,487.51	
	Current Surplus Available		\$ 77.81	

Line 23 is for \$4,912 for additional hours for the Assistant Town Accountant position. Line 29 is for \$65,352 for the Technology Department for software and equipment upgrades and some minimal consultant hours, if the grant funding is not approved. Line 15 is \$39,935 to cover our Medicare account rather than doing a year end transfer to cover those costs. Line 6 is to transfer \$78,500.

Article B. pays prior fiscal year expenses of \$7,519.70 from the Technology Department. Other adjustments are for changes to the Sewer Enterprise Account, State Assessments, the Cherry Sheet and New Growth.

After talking to the Finance Director, Article D. appears to have no budgetary impact to the overlay account.

Article E. accepts the easement on Leominster-Shirley Road from Lunenburg Central.

Article F. amends the Sewer Enterprise budget. Article H. was discussed earlier this evening.

Article I. amends the Salary Administration Plan with the position of Seasonal Cemetery Laborer to be added and assigned to Grade 1, the position of Alternate Building Commissioner to be added and assigned to Grade 16 and to change the class title of PACC Production Assistant to PACC Production Technician.

Article J. is to hear an interim report from the TCP Building Design Committee

Article K. is to pay costs of designing, renovating, furnishing and equipping the TC Passios Building, and for the payment of all costs incidental and related thereto, which building will be used for Town offices, school and community purposes, to determine whether this appropriation shall be raised by borrowing or otherwise; provided, however that any borrowing for this project would be contingent upon the approval by the voters of a debt exclusion related thereto.

Ms. Lemieux reported the Finance Committee asked for specific information on Article K. related to the debt schedule impact; that will be presented on Thursday at their meeting.

Mr. Alonzo reported the Finance Committee had said that clearly Articles K and L are linked and it was discussed if there was enough information coming from the new study that was added on the Annual Town Meeting to look at what new construction would be to make a determination that K. could have been on the Annual Town Meeting. Mr. Alonzo stated his understanding was the TCP Building Design Committee got word from the engineers that they won't have a number until November. If that is true, that will not give us 6 weeks, but 1 ½ to 2 weeks to discuss something that is brand new. He reiterated his objection to this article as there is not going to be any time to talk about this and come up with any reasonable comparison.

Mr. Jeffreys noted Article K. is to fund a rehabilitation of the TCP Building, we had that dollar amount provided in the spring and it hasn't changed. Article L. is not to fund a new building, but to obtain funding for construction documents. We are plugging in an estimate of \$250,000 as a number. He did not understand why the cost of a new building is being vetted to the Finance Committee if that is not being proposed to the town. The Finance Committee should concern themselves with the financial impact of what's actually in front of the town.

Mr. Alonzo stated the Finance Committee will be asked at town meeting for a recommendation on an article of a high monetary value in terms of \$23 million. One of the pieces that is going to be discussed about is what it is going to cost to do something similar in the same footprint of new construction; a number that is still not known and won't be known until 2 weeks before. That leaves no time for discussion unless people want to have a very lengthy discussion at town meeting that has almost 20 articles on it; he did not believe town meeting was the place to have those discussions.

Mr. Jeffreys stated what the TCP Building Design Committee discussed with the architects was that we had a 60 day contract with them, and the expectation was all the information would be completed within 60 days. There was a lengthy negotiation process and the contract was not signed until the end of August, so our 60 day period ends somewhere at the end of October. The commitment we have with the architects is to expect to get a number from them around the 27th of October for discussion at our November 3rd meeting. That is two weeks before town meeting which is not without precedent,

Dave Passios, 56 Whiting Street, stated the Finance Committee has scheduled a date for an additional public hearing on November 4th. He agreed we are pushed up against the deadline way later than we were promised and expressed frustration by that as well. The TCP Building Committee will have another public forum the next week and the Town meeting is the week after that.

Ms. Lemieux reported the Finance Committee has requested additional information; the debt schedules for the renovation project as well as Turkey Hill Elementary School and what that looks like up against our debt policy as well as the effect on the tax rate.

Mr. Jeffreys stated we all share a common goal, which is to move forward in a way we can get the most buy-in from the community to resolve the building situation. We had all the information for Article K in the spring. He would not be in favor of Article K as a new building would cost about the same. He had some suggestions for amendments to Article L.

The following is the change to the article wording; Town Counsel has not reviewed this yet:

- To see if the Town will vote to raise and appropriate or transfer from available funds, \$250,000 for the design and engineering required to construct a new building, Lunenburg Town Hall and Community Center, that consolidates town offices, school uses, and community space at the location of the building and land known as the TC Passios, located at 1025 Massachusetts Avenue, shown on Assessor's Map 060, Lot 055, and any and all incidental and related costs, including but not limited to, site evaluation, engineering, final design services, and bid preparation for construction; or take any other action relative thereto.

The following are the changes noted in blue:

- To see if the Town will vote to raise and appropriate or transfer from available funds ~~a sum of money,~~ **\$250,000** for the design and engineering required to construct a new building ~~for the,~~ **Lunenburg Town Hall and Community Center,** ~~that~~ **consolidation**es of town offices, school uses, and community space at the location of the building and land known as the TC Passios, located at 1025 Massachusetts Avenue, shown on Assessor's Map 060, Lot 055, and any and all incidental and related costs, including but not limited to, site evaluation, engineering, ~~and final design services,~~ **and bid preparation for construction;** or take any other action relative thereto.

He was hoping these changes would identify the new building, provide a dollar amount for the construction documents and add language for bid preparation for construction. He also requested the Select Board be changed as the submitters of Article L. in the warrant. Mr. Jeffreys has also been working on the presentation of the article and would like to present it in a couple of weeks to the Select Board for approval. The presentation needs to remind the community of the work that has been done over the last 20 years, educate the public what the building design process in municipal government looks like; where we are at currently in that process and to identify the needs that exist in our community and how this meets those needs going forward. He added also to set a better expectation of what we intend to learn from this such as actual costs. This will give

us a better position in the spring time to be able to give the town all the information that they will need to make a decision on whether or not to move forward on constructing this new building. He was concerned that if we do not set aside this funding to do this and we start this process in the spring time, the building cost will be \$500,000 more.

Mr. Alonzo was open to seeing the presentation. He asked Mr. Jeffreys if he thought a RFP could be advertised, receive full bid documents and have a building design in six months for Annual Town Meeting. He did not think one could design a 55,000 square foot building in six months. Mr. Jeffreys clarified that they already had a design but what they needed was having the engineering aspect drafted. Mr. Alonzo disagreed noting just the RFP process alone would take up to six weeks, placing us into 2022, not including holding meetings for community engagement and input.

Mr. Dwyer agreed that Articles K and L go hand in hand; adding it appears we will have numbers from the TCP Building Design Committee to make our decision on which we would like to support. He also agreed keeping Article L on the warrant, but that there was no way we would have construction documents ready in six months. It would be more like twelve to eighteen months.

Mr. Alonzo pointed out that some members of the Finance Committee have a problem about using free cash as a funding source at a Special Town Meeting. They will be advising Town Meeting, which could be an obstacle that we are putting in front of ourselves.

Discussion continued to go back and forth regarding timing and available options.

Mr. Alonzo moved on to Article M, which is needed for the culvert installation:

To see if the Town will vote to authorize the Select Board to acquire, by gift, purchase, eminent domain or otherwise, temporary, permanent and permanent utility easements in, along, over, under and through certain properties situated along Flat Hill Road, said easement interests each determined to be unique, which properties are identified in the Assessor's records as Parcel ID Nos. 122-0015-0000, 122-0016-0000, 122-0052-0000, 122-0054-0000, 122-0055-0000, 122- 0062-0000, as well as another property unidentified in said Assessor's records, but all as shown on a plan of land entitled "Temporary Construction Access Plan of Land in Lunenburg, Massachusetts," prepared for the Town of Lunenburg, prepared by VHB, Inc., Scale 1 inch = 10 feet, dated May 2021, identifying the owners-of-record of the aforesaid parcels and further specifying the temporary, permanent and permanent utility easements to be acquired, and the square footage of each, which plan is on file with the offices of the Town Clerk and the Select Board, said easements to be for all purposes necessary or desirable in connection with anticipated replacement of an existing and construction of a new culvert in the approximate area thereof; or take any other action relative thereto. (Submitted by the Town Manager)

Article N is a correction to a previous article to correct the parcel identification:

To see if the Town will vote to transfer the care, custody, and control of certain property known as and numbered 970 Rear New West Townsend Road, more specifically identified in the Assessor's records as Map 4, Parcel 2, from the Select Board for general municipal purposes to the Conservation Commission for conservation and passive recreation purposes;

Article O:

To see if the Town will vote to transfer the care, custody, and control of certain property known as and numbered 781 Rear Page Street, more specifically identified in the Assessor's records as Map 85, Parcel 1, from the Select Board for general municipal purposes to the Conservation Commission for conservation and passive recreation purposes; or take any other action relative thereto. (Submitted by the Conservation Commission)

Article P:

To see if the Town will vote to amend the sewer service area map by adding the parcel known as Marshall Park / Pond, 100 Chestnut Street (known as parcel id 060-0018-00) to the Lunenburg sewer service area and sewer service zone; or take any other action relative thereto. (Submitted by the Lunenburg Park Commission)

The last two articles were submitted by the Planning Board and described in detail in the October 5th minutes. Land Use Director Burney will be present next week if there are any questions on them:

To see if the Town will vote to amend the Code of Lunenburg, Section 250-3.1, which is a Section of the Protective Bylaw entitled "Types of Districts,"

and

To see if the Town will vote to amend the Code of Lunenburg, Section 250-4.9, which is a Section of the Protective Bylaw entitled "Water Supply Protection District," Subsection B(1) District delineation as depicted below, with additions underlined and deletions stricken-through, and to modify the Zoning Map to reflect the new Water Supply Protection District Boundaries depicted on the same;

CURRENT BUSINESS

1. Discussion on Evaluation of Proposals for Landscape Design Services for 30 School Street

Ms. Lemieux reported the Asst. Town Manager was doing reference checks on all three applicants. Mr. Alonzo requested everyone complete their evaluation forms by this Thursday as the next meeting will involve the board interviewing each firm.

2. Vote on Revised Massachusetts COVID-19 Emergency Paid Sick Leave Policy

Ms. Lemieux reported the Governor has extended the sick leave time to April 1, 2022 and Section III. Purposes for which leave may be granted, has been amended. Another change from the original policy was made to the grid for employees who have been on leave who have been exposed (what they are required to do as far as active monitoring). Also "Note," under Section V. has a minor wording change to AND/OR.

Motion: T. Dwyer

2nd: J. Marino

To approve the Revised MA Covid-19 Emergency Paid Sick Leave Policy

Vote: All in Favor

3. Approval of Minutes of October 5, 2021

Motion: M. Jeffreys

2nd: L. Franco

To approve the minutes of October 5, 2021 as presented

Vote: All in Favor

4. Warrants:

The Board signed an Accounts Payable warrant in the amount of \$1,261,490.85, a Payroll Warrant in the amount of \$923,708.19 and a Payroll Deductions warrant in the amount of \$605,318.76.

5. Action Items:

Mr. Jeffreys reported he had requested from Ms. Lemieux the costs of what has been paid for the Tappe and Vertex studies as well as other funding spent related to building plans, in preparation for his presentation.

Mr. Jeffreys reported the speaker on the new crosswalk sign from Memorial Drive across Main Street continues to ask for a password. Ms. Lemieux stated she was aware of that.

6. Committee Reports

Mr. Jeffreys reported the Council on Aging met but were unable to make a quorum. They informally discussed different needs as well as the TCP Building project and their support for it, or not.

The TCP Building Design Committee met and discussed the timeline of these cost estimates and worked out the rest of the program schematic design for the new build with the civil engineer. They also worked on parking areas. The engineer will make their markups on what the roadways will look like and the architect will make some modifications. Once complete they will engineer their design over the next two weeks and will have cost estimates no later than November 2nd. Following up on the last Library Trustees' committee request to have the Library be open on Fridays and the resulting feedback, the Library Director and Chair of the Library Trustees will be making their increased budget requests for FY 23. They would like to present this to the Select Board sometime this year to get the information out about why they are looking for the additional funding.

Mr. Jeffreys reached out to 8th grade Civics teacher Lisa LeBlanc and new requirements state 8th graders need to complete a community project. She is looking to attend the November 2nd meeting along with the School Supt. and a curriculum specialist in case of any additional questions.

Mr. Jeffreys attended a Community Foundation meeting in Fitchburg attended by different community leaders. They have approved a \$20,000 grant to the Council of Aging.

Mr. Alonzo attended the Finance Committee meeting and their public hearing on the STM warrant is this Thursday night at 7:00 p.m. As mentioned earlier they will be holding another public hearing concerning the two warrant articles concerning the TCP Building because they will not have the numbers by tomorrow night.

UPCOMING MEETING/EVENTS SCHEDULE

This board meets again on the 19th. There will be a Chapter 70 presentation on October 28th cohosted by the Finance Committee and School Committee.

PUBLIC COMMENT-there was none

Mr. Alonzo reported they would be entering Executive Session.

Motion: J. Marino

2nd: T. Dwyer

To enter into Executive Session pursuant to MGL c. 30, Section 21, Paragraph 3 and to adjourn after exiting Executive Session to discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the public body and the Chair so declares. (Municipal Employees Union, Fire Union)

Vote: Mr. Marino- aye, Mr. Dwyer-aye, Mr. Franco-aye, Mr. Jeffreys- aye, Mr. Alonzo-aye

*****Executive Session Minutes are Separate*****

The meeting adjourned at 9:47 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Elaine M. Peterson". The signature is written in a cursive, flowing style.

Elaine M. Peterson

Executive Assistant to the Town Manager

APPROVED NOVEMBER 23, 2021.