



**SELECT BOARD
MINUTES
December 15, 2020
Via ZOOM**

Members present: Tom Alonzo, Chairman; Michael-Ray Jeffreys, Vice Chairman; Katey Adams, Clerk; Todd Dwyer, Jim Marino

Also Present: Heather Lemieux, Town Manager

Chairman Alonzo called the meeting to order at 7:00 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 the Lunenburg public access channel. In accordance with the Governor's Order Suspending Certain Provisions of the Open Meeting Law, G. L. c. 30A, § 20, all public meetings are being conducted remotely. Mr. Alonzo read the remote meeting information for anyone who would like to join the meeting. He asked if everyone was present by roll call.

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

PUBLIC COMMENT:

Mr. Jeffreys announced he would only be attending the meeting until 8:00 p.m. Ms. Adams had noticed the Town Hall front window boxes and thanked whoever filled and decorated them for the season.

Mr. Alonzo commended the Salvation Army on their very successful tollbooth fundraiser last Saturday and their organizers, bringing in around \$8,000. He also thanked the people who donated to it.

He then thanked the Police, Fire and School departments for their 1st Annual Holiday Lights Drive Thru Event.

Ms. Lemieux noted Town offices are closed effective yesterday, to the public except by appointment.

APPOINTMENTS:

1. INTERVIEWS/APPOINTMENTS/ RE-APPOINTMENTS/ RESIGNATIONS

Revote the Ratification of the Town Manager's Appointments of Police Lieutenant Jeffrey Thibodeau, Police Sergeant Joshua Mathieu, Full Time Police Officer Jeffrey Hill (effective April 25, 2021) and Full Time Police Officer Nicholas Marino (effective April 25, 2021)

Ms. Lemieux noted this is being voted on again as the appointments were not posted according to the Charter.

Motion: M. Jeffreys

2nd: T. Dwyer

To ratify the Town Manager's Appointments of Police Lieutenant Jeffrey Thibodeau, Police Sergeant Joshua Mathieu and Full Time Police Officer Jeffrey Hill (effective April 25, 2021

Vote: Ms. Adams- aye, Mr. Dwyer- aye, Mr. Marino- aye, Mr. Jeffreys –aye, Mr. Alonzo-aye

Motion: M. Jeffreys

2nd: K. Adams

To ratify the Town Manager's appointment of Full-time Police Officer Nicholas Marino effective April 25, 2021

Mr. Marino recused himself from this vote.

Vote: Ms. Adams- aye, Mr. Dwyer- aye, Mr. Jeffreys –aye, Mr. Alonzo-aye

OLD BUSINESS

1. Remaining Annual License Renewals (Continued)

Mr. Alonzo stated Conrad's Drive-In was renewing their common victualler license for 2021.

Motion: K. Adams 2nd: J. Marino

To approve the renewal of the common victualler license for Conrad's Drive In Inc. d/b/a Conrad's, 835 Massachusetts Avenue

Vote: Ms. Adams- aye, Mr. Dwyer- aye, Mr. Marino- aye, Mr. Jeffreys –aye, Mr. Alonzo-aye

Licensees that did not renew were Dippin Donuts (common victualler), 455 Mass Ave. and KB Agyeman d/b/a KB Cars LLC (Class II Auto dealer), 555 Chase Road.

I. CURRENT BUSINESS

1. Request to Issue Proclamation recognizing January 24-30, 2021 as School Choice Week

This request was sent via email to Mr. Alonzo from Andrew Campanella, President of National School Choice Week of Southlake, Texas, asking to raise awareness by issuing a proclamation. After some discussion, it was decided to take no action.

2. Discussion of future agenda topics

Ms. Adams requested discussing maintenance of town building envelopes (roofing and facades) in order to prevent further deterioration. Mr. Jeffreys wanted to discuss a process where residents can come to this board to request permission to hunt on Town property and what the approval process would be. Ms. Adams requested land transfers as a discussion topic.

3. Approval of October 31, 2020 Minutes

Motion: J. Marino

2nd: K. Adams

To approve the October 31, 2020 Minutes as presented

Vote: Ms. Adams- aye, Mr. Dwyer- aye, Mr. Marino- aye, Mr. Jeffreys -aye, Mr. Alonzo-aye

4. Warrants-

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

- Accounts Payable Warrant #26 21, dated 12/8/2020, in the amount of \$531,746.32
- Payroll Deduction Warrant #27 21, dated 12/9/2020, in the amount of \$594,135.92
- Payroll Warrant #12P21, dated 12/10/2020, in the amount of \$899,626.01

5. Action Items

Mr. Alonzo stated the Board had waived the Right of First Refusal on Chapter 61 property located on Holman Street and Northfield Road but the property owner is requesting the Town to acknowledge four lots rather than one lot on the document and the purchase price per lot, which

was originally in the purchase and sale agreement. The Board agreed Mr. Alonzo could re-sign the amended waiver.

6. Committee Reports

Mr. Alonzo reported Capital Planning Committee heard from the DPW Director regarding infrastructure, facilities and vehicle requests, laid out over a five year plan.

Mr. Marino reported he has found someone who could provide a conceptual rendering of the old Primary School property.

Mr. Jeffreys reported the TCP Building Design Committee continues to meet and are delving into the design and costs as a result of the design. They will also be reviewing how to keep the costs reasonable. They meet again Thursday. The Library Trustees will be meeting Thursday at 6:45 p.m. Use of the library continues and they have implemented a share drive for library communication purposes. The trustees had a performance evaluation with Library Director Muir Haman and are very pleased with his work.

TOWN MANAGER REPORT AND COVID-19 UPDATE

Announcement on Existing Vacancies:

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

- Architectural Preservation District Commission (1 vacancy)
- Cultural Council (1 vacancy)
- Historical Commission (1 vacancy)
- TCP Building Design Committee (1 vacancy appointed by Select Board and Town Moderator for member at large)
- 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.

Purchase of Streetlights from Unitil:

We have received an updated value of the street lighting assets from Unitil as of November 30, 2020. The value is \$89,161.56. Unitil relayed that this value will change (up or down) until the transfer of title on the assets which has been recorded and there will be a "trueing up" of the final cost after the transfer, which could take an additional 60 to 120 days. If the town owes Unitil for any additional cost Unitil will bill the town. If the town is due a credit, Unitil will then issue the town a check for the difference. As part of the next step of the process, I have provided Unitil with our legal counsel's contact information so that Unitil's legal counsel can communicate directly regarding necessary documentation.

925 Mass Ave. (TM Goal #1)

I received notification from MassDevelopment that we did not receive funding for the grant application I submitted in September through the Brownfields Redevelopment Funding program. I spoke with MassDevelopment about the process for resubmitting an application and they are very interested in this site as a project but we are not yet at a point that we are eligible for funding. I will continue to work with MassDevelopment and submit an application again in concert with their guidance.

FY 2021 State Budget Update:

The Governor signed the FY2021 budget on Friday, December 11th and the Division of Local Services will be sending out Charry Sheets by this Thursday. We were notified by Rep. Sena's office that Lunenburg was the recipient of one earmark for \$25,000 towards upgrading the fire alarm system at the Primary School. As you may recall, \$100,000 for a fire alarm upgrade at the Primary School was included in a Bond Bill of Chapter 151 of the Acts of 2020.

Pleasant Street over Pearl Brook Replacement Project

We received 8 bids in the response to the invitation to bid for the project. The low bidder was R. Bates and Sons in the amount of \$294,855, and they were deemed a responsible, qualified bidder. A notice of award was issued to the contractor and we are in the process of finalizing the contract. This project is slated to be completed no later than October of 2021.

Disposition of Parcel of 7 of 671 West Street:

As discussed and agreed upon by the Board, our office proceeded to put out to bid parcel 7 of the town-owned land at 671 West Street. This was advertised in the local newspaper and the person that originally inquired about purchasing the land and the other direct abutter to this parcel were notified that it was out to bid. Today was the due date for bids and we did not receive any bids. Due to the lack of response from the original party that inquired about purchasing the property we will not proceed any further.

Meetings, Events and Other Announcements:

- The School Committee has a meeting through Zoom on Wednesday, December 16th at 6:30 p.m.
- The Conservation Commission has a meeting through Zoom on Wednesday, December 16th at 7 p.m.
- The APDC has a meeting through Zoom on Wednesday, December 16th at 7 p.m.
- The TCP Building Design Committee has a meeting through Zoom on Thursday, December 17th at 5:30 p.m.
- The Library Board of Trustees has a meeting through Zoom on Thursday, December 17th at 6:45 p.m.
- The Historical Commission has a meeting through Zoom on Thursday, December 17th at 7:00 p.m.

Ms. Lemieux wanted to thank Mr. Marino and Chief Gammel's spouse who connected them to the CAD instructor at Monty Tech who will draft the conceptual drawing of the old Primary School grounds. Mr. Alonzo suggested compiling their comments as a result of the site walk and inviting the CAD instructor to walk the grounds as well.

Ms. Lemieux also noted the Holiday Drive-Thru and Salvation Army tollbooth fundraiser were both huge successes. She thanked Board members Alonzo and Dwyer, the Police, Fire and School departments, business owners and the Recreation Director for all their work as well.

COVID-19 in Lunenburg:

The Board of Health issued their weekly update and the cumulative laboratory confirmed number of COVID-19 cases reported to the Town was 280 as of December 11th. The State report shows 259 as of December 8th.

Town facilities are closed to the public and are open by appointment only, this was done as a precautionary measure in response to the increase in positive Covid-19 cases generally, as well as amongst staff at different town facilities that have tested positive or had to quarantine due to being in close contact. So for the health and safety of both employees and the public, it was deemed to be the best

Action at this time. This went into effect on December 14th and for anyone who wants to visit town offices, contact information is on the town website (www.lunenburgma.gov). This will be in effect until further notice.

Upcoming Meetings

The Board meets again on January 5, 12 and 19, 2021.

PUBLIC COMMENT

Ms. Adams gave a Merry Christmas and Happy New Year shout out to everyone.

Mr. Alonzo stated these are obviously unique times and wished everyone to take care, and to stay well and safe while still enjoying the holidays as well as can be expected.

Mr. Dwyer wished everyone a wonderful holiday season and hoped everyone would be careful while driving in the first big storm of the season.

Motion: K. Adams

2nd: M. Jeffreys

To adjourn the meeting at 8:00 p.m.

Vote: Mr. Dwyer-aye, Ms. Adams- aye, Mr. Marino-aye, Mr. Jeffreys- aye, Mr. Alonzo-aye

Respectfully submitted,



Elaine M. Peterson

Executive Assistant to the Town Manager