

Town of Lunenburg
Select Board Meeting Minutes
Town Hall, 17 Main Street and via Zoom
Tuesday, February 3, 2026

Members Present: Chair Caesar Nuzzolo, Member Brian Lehtinen, and Member Glenn McLeod

Members Absent: Vice-Chair Amanda Moore and Clerk Renee Emkey

Also Present: Jennifer Warren-Dyment, Town Manager

Public Comment Participants are listed in the minutes

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Caesar Nuzzolo called the meeting to order at 7:00 PM and led the Pledge of Allegiance. Chair Nuzzolo advised those present that the meeting was being recorded and broadcast live over the Lunenburg Public Access Channel, on Facebook Live, and would be uploaded to the Lunenburg Access YouTube Channel following the meeting. He explained that the agenda listed topics that may be discussed, but not all items may be addressed and other items not listed could be brought up as permitted by open meeting law.

II. ANNOUNCEMENTS

Chair Nuzzolo made the following announcements:

- The Citizens Party Caucus will be held on Monday, March 9 at 7:00 PM at the Lunenburg Middle/High School auditorium. Residents interested in serving on an elected board were encouraged to attend and seek nomination. A full list of vacancies is available on the Town website and Facebook page.
- Dog licenses are due by April 1 and will be available at the Town Clerk's office and online within the coming weeks.
- A forum on the FY25 school budget variance will be held on Wednesday, February 4 at 4:00 PM at the Lunenburg Adult Activity Center, hosted by the School Committee.
- A public presentation by the Fire Chief on the fourth shift proposal for the Fire Department will be held on February 24 at 5:00 PM, also at the Lunenburg Adult Activity Center, and will be recorded by PACC.

III. PUBLIC COMMENT

Public Comment

No public comment was received from those present in the room or attending remotely via Zoom.

Board Comment

No public comment made by Select Board members.

IV. PUBLIC HEARINGS AND SCHEDULED MEETINGS

Presentation of Commendation to School Resource Officer Bradley McNamara for his Ongoing Cryptocurrency Fraud Investigation and Recovery of More Than \$100,000

Police Chief Jeffrey Thibodeau presented a commendation to School Resource Officer Bradley McNamara for his work on an ongoing cryptocurrency fraud investigation that resulted in the recovery of more than \$100,000 in stolen funds.

Chief Thibodeau recounted that in April 2025, the Lunenburg Police Department received a report from a Worcester County resident who had been defrauded of approximately \$13,000 through a cryptocurrency ATM in town. Officer McNamara initiated an investigation in partnership with the New England State Police Information Network, the Worcester County District Attorney's Office, and the FBI. Through the filing of search warrants and subpoenas, Officer McNamara traced the stolen funds to a Tether digital wallet containing more than \$109,000 in assets, which were subsequently seized and frozen. Chief Thibodeau quoted Mark Sanders of the New England State Police Information Network as stating that this represented "the first Tether seizure by a local law enforcement agency in the state of Massachusetts," completed by a school resource officer in Lunenburg. Chief Thibodeau noted that numerous elderly victims stand to recover a portion of their losses as a result of Officer McNamara's efforts, and that the investigation has opened a pathway for other Massachusetts agencies to pursue similar seizures. A formal letter of commendation was issued to Officer McNamara.

Officer McNamara thanked Chief Thibodeau for his foresight in directing him toward cybercrime training and for establishing the federal partnerships that made the investigation possible. Officer McNamara explained how cryptocurrency scams targeting seniors operate, describing a specific case in which an elderly woman was manipulated through a series of fraudulent pop-ups and impersonators posing as Microsoft and the FBI. He emphasized that residents of Lunenburg are better served in this area than most communities in North County due to the Police Department's established resources and partnerships.

Hawkers/Peddler License Application for Wayne Bolz with Power Home Remodeling Group

Wayne Bowles, appearing remotely via Zoom on behalf of Power Home Remodeling Group, presented an application for a Hawkers/Peddler License. He described the company as an exterior home remodeling business with offices in Waltham and Worcester, offering services including windows, roofing, siding, trim, gutters, attic insulation, and entry doors. He clarified that solicitation would be limited to offering free estimates and that the company has already completed several installations in Lunenburg. He confirmed that no drones are used in the course of business. Mr. Bowles indicated that solicitation would occur Monday through Friday, with hours from 10:00 AM to 7:00 PM, noting that his shift typically concludes by 6:30 PM. He confirmed he holds a Massachusetts state hawkers and peddlers license as well as peddlers licenses in numerous communities across Worcester County. Town Manager Jennifer Warren-Dyment reported no issues with the application.

Motion by Chair Nuzzolo to approve the Hawkers/Peddler License Application for Wayne Bowles with Power Home Remodeling Group, with hours of operation from 10:00 AM to 7:00 PM, Monday through Friday. Seconded by Member Brian Lehtinen. Call for Vote: Three-Aye. The motion passed (3-0-0).

License Application for Joyce Higgins with Weathervane Home Services for door-to-door solicitation (Renewal of license issued October 14, 2025)

Joyce Higgins appeared remotely via Zoom to request a renewal of her door-to-door solicitation license on behalf of Weathervane Home Services. Ms. Higgins described the nature of her work as canvassing on behalf of Mass Save to determine whether homeowners are interested in scheduling a no-cost home energy assessment, conducted on a two-year cycle. She noted that her previous Lunenburg license expired December 31 and that she had since been operating in Ashby and Townsend. No concerns were raised by the Select Board or Town Manager.

Motion by Chair Nuzzolo to approve the License Application for Joyce Higgins with Weathervane Home Services for door-to-door solicitation. Seconded by Member Lehtinen. Call for Vote: Three-Aye. The motion passed (3-0-0).

V. APPOINTMENTS, RATIFICATIONS, AND RESIGNATIONS

- **Acknowledgment of the retirement of Police Officer Jonathan Broc effective February 2, 2026**

- **Acknowledge the appointment of Jonathan Broc as Reserve Officer**

The Select Board acknowledged the retirement of Police Officer Jonathan Broc from his full-time position with the Lunenburg Police Department, effective February 2, 2026, and his concurrent appointment as a Reserve Officer.

Chief Thibodeau recognized Officer Broc's service, noting that he joined the Department as a Reserve Officer in August 2011 and was hired full-time in 2013 following graduation from the MPTC Boylston Police Academy. Prior to his law enforcement career, Officer Broc served 22 years with the United States Marine Corps, retiring as a Master Sergeant. During his 15 years with the Department, Officer Broc served as a firearms instructor, department armorer, field training officer, and Allison Alert instructor. Chief Thibodeau recognized Officer Broc's character, citing his longstanding practice of working holidays so that officers with young children could spend time with their families.

Officer Broc expressed gratitude to Chief Thibodeau and to the Department, and indicated that his retirement from full-time service was a decision to allow the younger officers to advance, not a reflection of readiness to leave the profession. He will remain with the department in a reserve capacity.

VI. TOWN MANAGER REPORT

Town Manager Jennifer Warren-Dyment delivered a comprehensive report covering the following

matters:

FY27 Budget Preparation: Finance Director/Town Accountant Karen Barrett officially joined the Town on January 27, 2026, and has begun work on the FY27 budget alongside the Town Manager. Town Manager Warren-Dyment advised that the FY27 budget cycle will be challenging, as major cost drivers including health insurance, retirement assessment, and school transportation are projected to exceed revenue growth. She stated that absent service reductions, an override is likely required. She cautioned that while there is interest in receiving preliminary FY27 figures as soon as possible, accuracy and data integrity must be ensured before numbers are presented publicly.

FY25 Close-Out: The Town has not yet submitted its Schedule A and accompanying balance sheet for FY25 to the Department of Revenue's Division of Local Services (DLS), which was due November 30, 2025. The Town has received notification that communities failing to submit the Schedule A by February 13, 2026 will have local aid withheld. Town Manager Warren-Dyment confirmed she requested an official extension from DLS on January 26, following consultation with Karen Brochu, and had not yet received a response. She reported that Ms. Brochu has encountered a significant volume of errors in the close-out process, including one-sided entries, transposed numbers, and incorrect adjustment amounts, and that cash reconciliation which should be completed monthly appears not to have been performed since the close of FY24. Town Manager Warren-Dyment stated that it cannot be confirmed whether an extension through the end of February will be sufficient. She described the situation as "serious," noting the cascading effects on Free Cash certification, Capital planning, Town Meeting Warrant preparation, and the snow and ice deficit.

FY27 Capital Plan: A preliminary Capital plan was submitted to the Select Board and Finance Committee on February 4 in accordance with Town Charter requirements. It was developed using a conservative Free Cash estimate and is expected to be revised once Free Cash is certified. The two largest items in the current plan are the Flat Hill Road bridge and the Public Safety building roof.

Snow and Ice Deficit: As of January 30, 2026, the Town had experienced 18 snow events. The snow and ice budget of \$355,571.39 had been expended at 147.2 percent, totaling \$523,418.07. Town Manager Warren-Dyment clarified that deficit spending in snow and ice is permissible under Massachusetts law and is considered a normal occurrence, provided the appropriation equals or exceeds the prior year's amount.

Stormwater Utility: The DPW Director and Stormwater Task Force have been developing a stormwater utility for Lunenburg. A budget presentation will be made to the Finance Committee on February 5, and a joint meeting of the Select Board, Planning Board, and Stormwater Task Force is scheduled for the following week to discuss the utility and associated Bylaw.

FY25 School Budget Forum: A public forum will be held on February 4 at 4:00 PM at the Lunenburg Adult Activity Center.

Fire Department Fourth Shift Proposal Forum: A public forum is scheduled for February 24 at 5:00 PM at the Lunenburg Adult Activity Center, to present and discuss the proposal to transition the department from a 48-hour week with three shifts to a 42-hour week with four shifts.

TC Passios (TCP) Building Operating Costs: The Lunenburg School Department vacated TCP in the summer of 2025. Annual operating and maintenance costs for the building are approximately \$120,000. The expected 50 percent reduction in energy costs following partial decommissioning of the building has not been realized; gas usage has decreased by only 20 to 22 percent. Town Manager Warren-Dymont stated that she has begun reaching out to current users of the building to discuss the long-term sustainability of its operation, with meetings scheduled for the current and following week. She acknowledged that wind-down of remaining building operations may have varying levels of impact on different user groups.

MassDOT Community Culvert Grant: DPW Director Bill Bernard submitted a grant application in the amount of \$150,000 to fund the design phase of the Goodrich Street culvert over Easter Brook. Goodrich Street is a key east-west corridor; failure of the culvert would require a detour of approximately 5.25 miles.

Correction to Prior Statement: Town Manager Warren-Dymont clarified a statement she made at the January 27 Tri-Board meeting regarding a community whose Fire Department faced layoffs. She confirmed the town in question was Dudley, which experienced multiple failed override attempts in 2023, resulting in a temporary removal from area run cards. The override was ultimately passed and services restored. She also corrected her earlier characterization that residents were "losing their homeowners insurance," clarifying that reduced staffing can affect a community's ISO rating, which in turn may affect the rates homeowners pay — not a direct loss of coverage.

Recruitments and Vacancies: Open staff positions include Staff Librarian, Payroll and Benefits Coordinator, Outreach Coordinator, Recreation Director, and Dietary Aide. Vacancies on appointed boards include the Architectural Preservation District Commission, Cultural Council, Green Communities Committee, Historical Commission, Parks Commission, Personnel Board, PACC, ZBA, and the representative position to the First Middlesex Small Town Collaborative. Vacancies on elected boards include the Planning Board, Sewer Commission, Trust Fund Commission, and School Committee.

Chair Nuzzolo thanked Town Manager Warren-Dymont and welcomed Finance Director Karen Barrett to the Town, expressing confidence in her experience. He also extended gratitude to Karen Brochu for returning to assist with the FY25 close-out, acknowledging the seriousness of the accounting errors encountered.

Member McLeod asked whether additional staffing resources could be brought in to accelerate the close-out. Town Manager Warren-Dymont noted that outside consultants had previously been engaged but that both Karen Barrett and Karen Brochu are of the opinion that they will be more efficient navigating the issues themselves. She committed to keeping the Select Board updated as the cash reconciliation proceeds month by month.

VII. NEW BUSINESS

1. Vote on Continued Representation by Attorney Marc L. Terry, formerly of Mirick, O'Connell, DeMallie & Lougee, LLP now of Stoneman, Chandler & Miller, LLP

Chair Nuzzolo introduced the matter of continued labor counsel representation by Attorney Marc

L. Terry, who has joined the firm Stoneman, Chandler & Miller, LLP after departing Mirick, O'Connell, DeMallie & Lougee, LLP. Chair Nuzzolo expressed strong support for continuing the relationship with Attorney Terry, citing his effectiveness and the Town's long history with him.

Town Manager Warren-Dyment concurred, noting that Attorney Terry brings institutional knowledge spanning multiple contract cycles, which is of significant value in labor negotiations. She noted that his new firm has a stronger public sector focus than his prior firm, and that this transition is expected to yield cost savings for the Town over time.

A motion by Chair Nuzzolo for the Town of Lunenburg to continue representation by Labor Counsel Marc L. Terry at his new firm, Stoneman, Chandler & Miller, LLP.

Seconded by Member Lehtinen. Call for Vote: Three-Aye. The motion passed (3-0-0).

2. Request for Legislative Earmarks in the FY27 State Budget

Chair Nuzzolo introduced the topic of FY27 state budget legislative earmark requests, noting that the Select Board must compile a list of requests to submit to the Town's state delegation. Town Manager Warren-Dyment provided supporting documentation including a five-year history of earmarks received by Lunenburg and example earmarks from other communities drawn from the FY26 state budget, organized by category. Chair Nuzzolo noted that the largest earmark categories tend to be fire and public safety, with economic development as a broader catch-all. He observed that much of the Town's recent earmark history has benefited the Schools and expressed a preference for prioritizing the Town side in this cycle.

Town Manager Warren-Dyment advised the Select Board to be mindful that FY27 may be a difficult budget year at the state level, cautioning against requests that are either too high or too low, and suggesting that presenting projects at varied dollar amounts may allow the delegation to match requests to available funding more effectively.

Chair Nuzzolo indicated that he preferred to continue this discussion with the full Select Board present at a subsequent meeting.

VIII. OLD BUSINESS

1. Discuss Warrant Articles to be Sponsored by the Select Board

Chair Nuzzolo reviewed the status of Warrant Articles being considered for Select Board sponsorship. He noted that Kids Kingdom may be addressed as a joint Article with the School Committee and that he would follow up to clarify the preferred approach and any language changes. The Notice of Town Meeting article is being developed through an upcoming meeting with Town Counsel and will be returned to the Select Board. Two Warrant Articles related to the Town's 300th Anniversary were noted: a multi-year allocation of \$15,000 and a Gift Fund Article for donations and sale of merchandise, both with draft language prepared. Chair Nuzzolo noted that additional Articles are beginning to come in from other boards and committees, and reminded the public that the submission deadline for Warrant Articles is March 16.

2. Discussion and Approval of Appointment Policy

Chair Nuzzolo deferred approval of the appointment policy to a future meeting when the full Select Board would be present. He noted that the Town's volunteer page has been updated with a link to

current board and committee vacancies and that an online application form has been built out on the back end by staff. Town Manager Warren-Dyment indicated that the online form may be ready for Select Board approval at the next meeting. The Select Board reviewed the draft form and requested that the complete version be shared prior to the next meeting.

IX. MINUTES*/WARRANTS/ACTION ITEMS

- June 4, 2024
- July 9, 2024
- July 16, 2024
- July 23, 2024
- January 13, 2026
- January 22, 2026
- January 13, 2026 Executive Session (not for release)
- January 22, 2026 Executive Session

Minutes

The minutes from June 4, 2024; July 9, 2024; July 16, 2024; and July 23, 2024 were deferred to the following meeting, as Member McLeod indicated he would abstain because he was not serving at the time, leaving insufficient votes for approval with only three members present.

Motion by Chair Nuzzolo to approve the minutes from January 22, 2026; the January 13, 2026 Executive Session (not for release); and the January 22, 2026 Executive Session. Seconded by Member Lehtinen. Call for Vote: Three-Aye. The motion passed (3-0-0).

Warrants

No warrants were presented.

Action Items

None.

X. COMMITTEE REPORTS

Member Lehtinen reported on two committees:

Lunenburg Municipal Building Design Committee: The committee met on the preceding Monday and discussed a revised design approach for the Ritter building that would involve demolishing the existing addition and constructing a new addition in its place while renovating the original structure, with the goal of reducing costs and consolidating building users. The committee is expected to meet again in February.

School Committee: At its January 21 meeting, the School Committee formally announced a vacancy on the committee and notified the Town Manager accordingly. The Committee voted to redirect funds originally designated for a literacy coach toward compensating existing skilled staff through stipends. A revised preschool tuition structure was approved, adding a five-day/five-half-day option and a four percent annual tuition increase, providing additional options for families. The Committee also discussed two Warrant Articles one related to turf fields and one related to Kids Kingdom as well as the School budget, noting that healthcare cost figures had since been revised downward and

that the budget would need to be adjusted accordingly.

Chair Nuzzolo noted that the Bylaw Review Committee needs to convene to meet with several groups, including the Open Space Committee, Trust Fund Commission, and Council on Aging, regarding pending Bylaw matters. He also noted that the Capital Planning Committee is scheduled to meet the following Wednesday.

XI. UPCOMING MEETINGS/EVENTS SCHEDULE

Chair Nuzzolo noted that the February 9, 2026 Tri-Board Meeting may need to be rescheduled due to scheduling conflicts. Town Manager Warren-Dymont confirmed that one additional Select Board member had indicated support for cancellation but that cancellation had not yet been confirmed. The Select Board and public were advised to watch for any updates.

The Select Board's next regular meeting is scheduled for February 10, 2026. Chair Nuzzolo noted that no meeting is anticipated on February 17 due to the school vacation week.

XII. PUBLIC COMMENT**

• PUBLIC

No public comment was received.

• TOWN MANAGER

Town Manager Warren-Dymont noted that February 4, 2026 marks her one-year anniversary with the Town of Lunenburg. She expressed gratitude to the Select Board, all boards, committees, and commissions, as well as Town staff, for their welcome and their resilience throughout a demanding first year.

• BOARD

No comment by the Select Board.

XIII. ADJOURNMENT

Motion by Member Lehtinen to adjourn at 8:00 PM. Seconded by Member McLeod. Call for Vote: Three-Aye. The motion passed (3-0-0).

Respectfully Submitted,
Renee Emkey

These Minutes were reviewed and approved by the Select Board on: Tuesday, August 18, 2026