



LANCASTER BOARD OF SELECTMEN

Regular Meeting Minutes

Of October 7, 2019

I. CALL TO ORDER

Chairman Stanley B. Starr, Jr. called the Regular Meeting of the Board of Selectmen to Order at 6:00 P.M. in the Nashaway Meeting Room, located in the Prescott Building, 701 Main Street, Lancaster, Massachusetts. Present were Selectmen Walter F. Sendrowski, Jay M. Moody, and Town Administrator Orlando Pacheco.

II. PUBLIC COMMENT PERIOD

6:00 P.M. Opportunity for public to address their concerns, make comment and offer suggestions on operations or programs, except personnel matters. Complaints or criticism directed at staff, volunteers, or other officials shall not be permitted.

Katherine Holden, 372 Goss Lane – Alerted the Selectmen that a 61A property owned by Kilborne estate, should be coming up before the Board for a First Right of Refusal. She noted that this piece of property is adjacent to the 40B project.

Carol Jackson, 40 Farnsworth Way – Came before the Board to clarify her discussion concerning the school capacity with the Housing Production Plan (HPP) during the Selectmen's meeting of October 7, 2019 under *Public Comment*. She noted a discussion with the NRHS Principle as of November, 2018, regarding school needs capacity for at least 1100-1200 students, in which does not have it. She further stated that the school is currently relying on a trailer for additional classroom space.

Chairman Starr stated that he spoke to Superintendent Clenchy recently, and she stated that between October 2016-October 2019 showed no growth, no overcrowding at Nashoba Regional.

Town Administrator Pacheco clarified Mrs. Jackson's concern on why the HPP was not submitted or worked on from 2014-2015. He noted that that he was not working for the Town at that time, however, the HPP is not the reason that the 40B was allowed to move forward, the HPP is a component of the Safe Harbor Status, but the document in of itself does not do that.

Linnea Lakin Servey, 1394 Main Street, asked that the Selectmen to start working on the Community Preservation Act (CPA), for the Town of Lancaster; stressing the Town should be proactive not reactive.

Mrs. Servey noted that this month is ADA Awareness Month and pointed out the missing ramp on the Gazebo as well as the costs associated with the Gazebo.

Russ Williston, 4 Highfield Drive, came before the Board to encourage them to continue working on the Affordable Housing Trust. He expressed concern that without the Affordable Housing Trust in place, the

Inclusionary Zoning Bylaw cannot happen. He stated that the Town will face problems in the near future without the Inclusionary Zoning Bylaw. As a Planning Board member, Mr. Williston stated that with large developments coming in and requiring special permits, it only takes two votes to not pass on the Planning Board, thus denying a special permit.

Town Administrator Pacheco asked Mr. Williston if he is saying that no special permits will be passed in the Planning Board without the Inclusionary Zoning Bylaw. Mr. Williston explained that folks can choose to turn it down, noting that it is discretionary on the Planning Board.

Follow up discussion with Katherine Holden regarding the IPOD and North Lancaster Development.

Debra D'Eramo, 127 Harvard Road, came before the Board inquiring about the Warrant for Special Town Meeting. She raised concerns about Article 3 in the Warrant concerning Capital Items and the purchase of the Street Sweeper in the amount of \$225,545. She asked if there was an analysis done on these purchases, and could the Town look into leases, borrowing or sharing between other Towns.

III. APPROVAL OF MEETING MINUTES

Review and take action on Regular Meeting Minutes of September 16, 2019.

Selectman Sendrowski moved to approve the regular meeting Minutes of September 16, 2019, subject to changing the new "Fire Station" to new "Bay". Selectman Moody Seconded. Walter F. Sendrowski vote Aye, Jay M. Moody vote Aye and Stanley B. Starr, Jr. vote Aye. [3-0-0]

IV. SCHEDULED APPEARANCES & PUBLIC HEARINGS

1. Joint Meeting with the Board of Health – appoint new Member to the Board of Health

John Farnsworth introduced the candidate to become a member on the Board of Health, Jeff Paster. Jeff Paster stated that he is retired and had a 41 year career in Health Care. He noted that he is delighted and happy to contribute to the Board of Health.

Board of Health Chair John Farnsworth moved to appoint Jeff Paster to the Board of Health. Board of Health member Katherine Holden Seconded. John Farnsworth vote Aye and Katherine Holden vote Aye. [2-0-0]

Selectman Sendrowski moved to appoint Jeff Paster to the Board of Health. Selectman Moody Seconded. Walter F. Sendrowski vote Aye, Jay M. Moody vote Aye and Stanley B. Starr, Jr. vote Aye. [3-0-0]

V. BOARDS, COMMITTEES AND DEPARTMENTS REPORTS

1. Update from the Planning Director

Planning Director Michael Antonellis gave a rundown of his office:

As it relates to Planning Board:

- 17 Permits (Site Plans, Special Permits and 1 A&R)

Mr. Antonellis noted that the number of permits is pretty much in line from last year.

As it relates to Zoning Board of Appeals:

- 5 Applications – Special permits and Variances

Mr. Antonellis noted that one application has taken considerable amount of time.

Mr. Antonellis stated the he working with Mr. Pacheco's office on the Complete Streets and Public Rights of Way Program. He noted that he is assisting with the Thayer Memorial Park.

Long term he is looking at the rezoning of AUC and South Lancaster.

2. Update from the Conservation Commission Agent

Conservation Agent David Koonce reported on matters before the Conservation Commission:

- Current Projects
Goodridge Brook Estates. Notice of Intent (NOI) Mr. Koonce noted that the Commission is in the process of obtaining peer review regarding the project.
- Potential Projects: Notice of Intent (NOI)
Capital Group Property
Maharishi Property – George Hill Road
Mobile Storage Facility – Fort Pond Road
Solar Array - 267 Brockelman Road
Solar Array – Old Union Turnpike
- New Bridges at the Cook's Conservation

VI. TOWN ADMINISTRATOR REPORT

Town Administrator Orlando Pacheco will update the Board on the status of current projects pending.

- 1) **ADA Right of Way Self Evaluation-** The Town has been working with MRPC and their consultant, Stantec Engineering, to complete a right of way evaluation of sidewalks. Town Administrator Pacheco would like to have a public presentation at the next meeting for the Board to close out the project.
- 2) **Municipal Aggregation Status Report-** The Municipal Aggregation saw a decrease in savings from the previous quarter of \$11,356 for residential meters. Town Administrator Pacheco noted that they expect this to go back up with the new rate filing by National Grid.
- 3) **Devens HHW Update-** Town Administrator Pacheco reported that the Devens Household Hazardous Waste Center has a successful year with Lancaster having 84 attendees recycling 1002 gallons of material for FY19. Usage for FY 20 is also trending upwards with 33 attendees to date and 264 gallons of material through September 7. Income and expenses remain steady and it has been recommended that the annual assessments remain flat at \$3,500.
- 4) **Atlantic Union College-**They have recently hired the real estate marketing firm Colliers International to assist in selling the South Lancaster campus. Mr. Pacheco did inquire with AUC about the possibility of selling a piece of vacant land to the Town that abuts the Town Forest (Map 29 Lot 20). No formal commitment can be made until the items are discussed with their leadership.
- 5) **Town of Shirley Sewer/Shirley Water District-Over** the last few months Town Administrator Pacheco has been having some discussions regarding North Lancaster Utility Service from the Town of Shirley. The Shirley Water District currently services North Lancaster. There has been an interest from various parties about expansion and additional commercial (transportation/distribution related) development if water and sewer service can be made available. He would like to have a presentation at the Board's first meeting in November so the Selectmen are more familiar with the proposals given there may be a request to apply for a Massworks grant to support these efforts.

VII. ADMINISTRATION, BUDGET, AND POLICY

1. Discuss and review the disposition of 0 Packard Street

Town Administrator Pacheco gave a brief background on the disposition of 0 Packard Street. He explained that this parcel of land, which is located across from the new Thayer Playground, went out to Request for Proposal (RFP) using the assessed value. The Cutler's, who has property adjacent to this property, submitted a bid, which is far below the assessed value of the property. Further Mr. Pacheco stated that the assessed value was not matching up to the actual value of the property, therefore an appraisal was suggested at the expense of the proponent. However, the appraisal would have been cost prohibitive to the Cutler's purchasing the property. Town Administrator Pacheco reached out to the Division of Capital Asset Management, (DCAM), who oversee real estate dispositions, noting that there is a mechanism without getting an appraisal. He continued to explain that the Town can accept a bid lower than the assessed value, as long as the Town explains to the Inspector General's office as to why the bid is accepted less than the assessed value.

Mr. Pacheco is asking the Board of Selectmen to declare the parcel as surplus property and available for disposition.

Chairman Starr noted that this property is 86' x 86', which is a small parcel and is not a buildable lot.

Victoria Petracca, 67 Woodland Meadow Drive, asked the Selectmen to consider the possibility of using the parcel in question as satellite parking for the Memorial School. She explained the Town should be thinking ahead for that possibility of the reuse of the Memorial School.

Sherry Cutler, 67 Harvard Road, explained the reason for her request to bid on the property, which is adjacent to their property. She noted that they have maintained this property for many years, and the Auto Shop has been using the property for nearly 60 years.

Joe D'Eramo, 127 Harvard Road, asked the Selectmen to hold off on the sale of this property. The business can continue to use the property; however this property should be a contingency regarding the parking issue.

Mrs. Petracca asked the Selectmen to defer this issue to the Planning Director and see if this needs a site plan.

Sherry Cutler stated that she is on the Thayer Field Committee, and the Thayer Field has 5 stages, the first stage was the Playground. The design of the Thayer Field incorporated large amount of parking spaces.

Selectman Sendrowski made the Motion to declare 0 Packard Street as surplus for the use of the disposition. Failed a Second.

Chairman Starr asked the 0 Packard Street be tabled until the next regular Selectmen's Meeting.

VIII. APPOINTMENTS AND RESIGNATIONS

Appointments:

Commission on Disability:

Selectman Sendrowski moved to appoint Lorry Doucet, 93 Poulin Drive, and Daryl Blaney, 125 Narrow Lane, to the Commission on Disability, terms to expire June 30, 2022. Selectman Moody Seconded. Walter F. Sendrowski vote Aye, Jay M. Moody vote Aye and Stanley B. Starr, Jr. vote Aye. [3-0-0]

IX. LICENSES AND PERMITS

X. NEW BUSINESS *

**This item is included to acknowledge that there may be matters not reasonable anticipated by the Chair.*

- Chairman Starr congratulated the COA and all the volunteers regarding the success of the Health Fair.
- Selectman Sendrowski gave a shout out to the Water Department as they assisted an elderly resident in their home regarding the water leakage in the basement.
- Town Administrator Pacheco announced that Kinder Morgan Gas Company will in the Town of Lancaster doing inspections.

XI. COMMUNICATIONS

- ❖ Town Offices will be closed on Monday, October 14, 2019 in observance of Columbus Day.
- ❖ Board of Selectmen's Meeting will be held at 6:30pm in the MRLB Auditorium on October 21, 2019.
- ❖ Special Town Meeting will be held on Monday, October 21, 2019 in the MRLB Auditorium beginning at 7:00 P.M.

XII. ADJOURNMENT

Seeing no further business, on Motion by Selectman Sendrowski, seconded by Selectman Moody, it was unanimously voted. The Board of Selectmen adjourned at 7:38 P.M.

Respectfully submitted

Kathleen Rocco
Executive Assistant



Walter F. Sendrowski, Clerk

Approved and accepted: Oct. 21, 2019

