



LANCASTER BOARD OF SELECTMEN
Regular Meeting Minutes
Of May 20, 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, Town Administrator Orlando Pacheco and Executive Assistant Kathleen Rocco.

Chairman Starr and Selectman Sendrowski welcomed Jay M. Moody as the newest member to the Board of Selectman.

II. PUBLIC COMMENT PERIOD

6:00 P.M. – 6:10 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.

Linnea Servey, 1394 Main Street, came before the Board to voice her disappointment on the Board's decision on keeping the Gazebo on the Town Green.

Albert Narbonne, 724 Main Street, came before the Board to comment on the Zoning Board of Appeals design guidelines and site plan review as it relates to the Gazebo being relocated on the Town Green.

III. APPROVAL OF MEETING MINUTES

Review and take action on Regular Meeting Minutes of May 6, 2019.

Selectman Sendrowski moved to approve the Regular Meeting Minutes of May 6, 2019. Chairman Starr Seconded. Walter F. Sendrowski vote Aye, Jay M. Moody abstains and Stanley B. Starr, Jr. vote Aye. [2-0-1]

IV. SCHEDULED APPEARANCES & PUBLIC HEARINGS - NONE

V. BOARDS, COMMITTEES AND DEPARTMENTS REPORTS

1. Animal Control Commission/Animal Control Officer

Animal Control Officer Phyllis Tower came before the Board to discuss her role and duties as the Animal Control Officer. She noted that the state law does require her to pick up dead dogs and cats as well as dealing with dead animals that are considered a road hazard. However, she stated that anything outside travel lanes are not in her purview. Further discussion regarding her other responsibilities as the Animal Control Officer, which include temporary kenneling of

lost and found pets and strays, inspection of livestock and kennels, and going to court for non-payment of fees and citations.

VI. TOWN ADMINISTRATOR REPORT

1) District Local Technical Assistance

Town Administrator Pacheco reported that the Town did receive approval from MRPC to its DLTA request to study and assist with zoning amendments related to alcohol licensing. They will work directly with the Planning Director and Planning Board on recommendations and provide an update to the BOS.

2) Special Legislation

As a follow up to Town Meeting, Town Administrator Pacheco stated that the attached special legislation was sent to Representative Naughton's office for filing. There is no timetable on any hearings.

3) Dispatch Updates

The Nashoba Valley Regional Dispatch District (NVRDD) has completed its audited financial statements through June 30, 2018. The District has also hired its own Treasurer and Accountant. Previous treasury and accounting services were provided directly by the MassDevelopment Finance Agency.

4) COA Resignation

Olga Torres, the Council on Aging Transportation Coordinator/Administrator Assistant and David "Rocky" Rockwell, Van Driver have resigned. The Van Driver position has been posted and the COA will be actively looking to fill the Transportation Coordinator as well.

5) Town Auction

Mr. Pacheco stated that they have tentatively scheduled the auction for Tuesday, June 11th in the Nashaway Meeting Room. The Auction will be conducted by Zekos Group, who will also handle the marketing of the event.

6) Municipal Aggregation

The Town Administrator reported the new electric rate for residential customers in the program will be 9.978 cents per KWH. National Grid will be 10.820 cents through October 31, 2019. The Aggregation rate is fixed through December 2021. Mr. Pacheco further noted that through the 4th quarter of 2018 the program saved rate payers \$24,723 as compared to National Grid's basic service rate.

7) Pellechia Boat Launch

The Boat Launch Project is now substantially complete. Onyx Corporation is working with the Department of Fish and Game to close out some punch list items. The guardrails, parking area and walkway are all complete.

8) COD Letters

Mr. Pacheco noted that the Lancaster Commission on Disability will be sending letters to various business entities in Town to advise on ways to better improve handicap access to their particular sites. The letters are not an enforcement action but simply a suggestion at this time.

VII. ADMINISTRATION, BUDGET, AND POLICY

1. Reorganization of the Board of Selectmen following the May 13, 2019 Annual Town Election at which Jay M. Moody was elected to the Board.
Selectman Sendrowski moved to continue with Stanley Starr as Chair, Selectman Moody Seconded. Walter F. Sendrowski vote Aye, Jay M. Moody vote Aye and Stanley B. Starr, Jr. vote Aye. [3-0-0]

Selectman Moody moved to nominate Walter Sendrowski to continue as Clerk. Walter F. Sendrowski vote Aye, Jay M. Moody vote Aye and Stanley B. Starr, Jr. vote Aye. [3-0-0]
2. Update on the Community Compact IT Grant
Town Administrator Pacheco updated the Board regarding the Community Compact IT Grant program. He reported that currently work is being done to connect the Police Department and Fire Department to the Fiber Optics. He noted that all agreements are in place with National Grid in extending the fiber. The total amount of the project is \$175,000.

VIII. APPOINTMENTS AND RESIGNATIONS

Consider to take action on the following resignations

Selectman Sendrowski moved to accept the resignation of Jay Moody from Council on Aging, Energy Committee, Historical Commission and Memorial School Reuse Committee, effective immediately Chairman Starr Seconded. Walter F. Sendrowski vote Aye, Jay M. Moody vote Aye and Stanley B. Starr, Jr., vote Aye. [3-0-0]

Selectman Moody moved to accept the resignation of Michael Sczerzen from the Historical Commission, effective immediately. Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Jay M. Moody vote Aye and Stanley B. Starr, Jr., vote Aye. [3-0-0]

Consider to take action on the following appointments:

Selectman Sendrowski moved to appoint Roberta G. Winsor, 32 Bigelow Garden, to Council on Aging, term to expire June 30, 2021, and Elizabeth W. Colley, 159 Mill Street, to Historical Commission, term to expire June 30, 2021. Selectman Moody Seconded. Walter F. Sendrowski vote Aye, Jay M. Moody vote Aye and Stanley B. Starr, Jr. vote Aye. [3-0-0]

Consider to take action on the following re-appointments:

Selectman Moody moved to appoint Susan V. Miner, 183 Old Common Road, to the Agricultural Commission, term to expire 6/30/2022. Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Jay M. Moody vote Aye and Stanley B. Starr, Jr. vote Aye. [3-0-0]

Selectman Sendrowski moved to appoint Jeanne Rich, 281 Mill Street Ext. to the Board of Appeals, term to expire 6/30/2024 (5 year term). Walter F. Sendrowski vote Aye, Jay M. Moody vote Aye and Stanley B. Starr, Jr. vote Aye. [3-0-0]

Selectman Moody moved to appoint Mary Perreira, 93 Old Hickory Road, Board of Registrar of Voters, term to expire 6/30/2022. Walter F. Sendrowski vote Aye, Jay M. Moody vote Aye and Stanley B. Starr, Jr. vote Aye. [3-0-0]

Consider to take action on the following annual appointments, terms to expire June 30, 2020:

Selectman Sendrowski moved to appoint the following Annual Appointments as presented, Selectman Moody Seconded. Walter F. Sendrowski vote Aye, Jay M. Moody vote Aye and Stanley B. Starr, Jr. vote Aye. [3-0-0]:

- Tony Zahariadis – Fence Viewer
- Edwin Burgwinkel, Chief of Police – Keeper of the Lockup
- Ronald W. Valinski – Measurer of Wood & Bark and Sealer of Weights & Measures
- K/P Law & Mirick O'Connell - Town Counsel & Special Town Counsel
- Michael Antonellis – Appointment to the Montachusett Joint Transportation Committee (MJTC)
- Michael Antonellis– Appointment as alternate to the Montachusett Regional Planning Commission(MRPC)
- Dianne Reardon & Kathleen Rocco - Records Access Officers

- . Joe Atchue, Alternate Building Inspector
- . Bentley Herget, Alternate Building Inspector
- . Dennis Monteiro, Electrical Inspector
- . Dave Hinckley, Assistant Electrical Inspector
- . Thomas Soldi, Plumbing /Gas Inspector
- . Kenneth Poulin, Assistant Plumbing/Gas Inspector

IX. LICENSES AND PERMITS

1. One day Special License for Beer and Wine for USASA (Adult) Soccer Festival to be held on July 10, 2019 - July 15, 2019 from 9am-8pm, at 512 Old Union Turnpike.
Selectman Sendrowski moved to grant One Day Special License for Beer and Wine for USASA (Adult) Soccer Festival, to be held on July 10, 2019 – July 15, 2019 from 9am-8pm, located at 512 Old Union Turnpike, subject to the Police Department approval. Selectmen Moody Seconded. Walter F. Sendrowski vote Aye, Jay M. Moody vote Aye and Stanley B. Starr, Jr. vote Aye. [3-0-0]
2. One Day Special License for Beer and Wine for Kalon Farms on the following days:
 - . Beer & Wine Tasting – June 1, 2019
 - . Profound Market & Artisan Festival – June 8 & 9, 2019
 - . Muddy Princess Obstacle Course – June 15, 2019
 - . Kids Obstacle Challenge – June 22, 2019*Selectman Moody moved to allow the following One Day Special License for Beer and Wine for Kalon Farms, as presented, pending Police Department approval. Selectmen Sendrowski Seconded. Walter F. Sendrowski vote Aye, Jay M. Moody vote Aye and Stanley B. Starr, Jr. vote Aye. [3-0-0]*

X. NEW BUSINESS *

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

XI. COMMUNICATIONS

- . Letter regarding purchase of fitness equipment to be donated to the Town from David R. James, President of Friends of Lancaster Seniors, Inc.
Selectman Moody moved to accept the donated fitness equipment to the Town of Lancaster from David R. James, President of Friends of Lancaster Seniors, Inc. Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Jay M. Moody vote Aye and Stanley B. Starr, Jr. vote Aye. [3-0-0]

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 7:14 P.M.

Respectfully submitted

Kathleen Rocco
Executive Assistant



Walter F. Sendrowski, Clerk

Approved and accepted: 6/17/19