



## **LANCASTER BOARD OF SELECTMEN REGULAR MEETING MINUTES OF SEPTEMBER 18, 2017**

### **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 Lancaster Community Center, 39 Harvard Road, Lancaster, Massachusetts. Present were Selectmen Walter F. Sendrowski, Mark A. Grasso, Jr., and Executive Assistant Kathleen Rocco.

Town Administrator Orlando Pacheco conferenced into Meeting at 6:05pm

### **II. PUBLIC COMMENT PERIOD - None**

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.

### **III. SCHEDULED APPEARANCES & PUBLIC HEARING**

6:05 P.M. Public Hearing – Application from Division of Capital Asset Management and Maintenance, 220 Old Common Road, License for Installation of Propane Tanks at Multiple Buildings for Heat, Hot Water and Cooking.

Selectman Sendrowski moved to open the public hearing at 6:05pm. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr., vote Aye. 3-0

Discussion: It was noted that the applicant, was not present for the public hearing regarding their request for a License for Installation of Propane Tanks at 220 Old Common Road. Town Administrator Pacheco had some questions and concerns regarding the application.

Selectman Grasso moved to close the public hearing. Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr., vote Aye. 3-0

Selectman Grasso moved to table the application at this time. Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr., vote Aye. 3-0

### **IV. TOWN ADMINISTRATOR'S REPORT \* *Town Administrator conferenced in***

#### **1) Keating Support**

Town Administrator Pacheco stated the he would like to thank the folks at PJ Keating for supplying the material to assist in making repairs to Pine Hill Road. Thanks to Mr. John Kanis as well, for his use of equipment and labor.

**2) Town Clock MOU**

Town Administrator Pacheco has drafted a MOU regarding ownership and maintenance responsibilities of the Town Clock at the First Church. The MOU has been reviewed by the Historical Commission. He is going to send it for comment to the Church's Standing Committee in hope to have a final version ready.

**3) SeeClickFix**

Mr. Pacheco reached out to the company and working under the state contract the Town would be able to get the service for \$4,900 for 12 months. The previous quote was \$8,000.

**4) STM**

Under the municipal modernization act the Town can lease space for a term of 30 years or less without Town Meeting approval. The Community Center Kitchen article was removed and Mr. Pacheco has advised World Farmer's to work on supplying a draft lease to move forward with the project.

<b>V. APPROVAL OF MEETING MINUTES</b>
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Selectman Sendrowski moved to approve and accept the Regular Meeting Minutes of September 5, 2017. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr., vote Aye. 3-0

<b>VI. APPOINTMENTS AND RESIGNATIONS -</b>
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Re-Appointments:

Selectman Grasso moved to re-appoint Debra A. Sanders, as member to the Board of Assessors, term to expire June 30, 2020. Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr., vote Aye. 3-0

Resignations:

Selectman Grasso moved to accept the resignation Joan A. Navarro, member of the Board of Assessors with regret, effective immediately. Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr., vote Aye. 3-0

Selectman Sendrowski moved to accept the resignation of Christa Duprey, Recreation Director, effective September 7, 2017. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr., vote Aye. 3-0

<b>VII. ADMINISTRATION, BUDGET, AND POLICY - None</b>
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<b>VIII. LICENSES AND PERMITS - None</b>
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**IX. COMMUNICATIONS**

- Next Board of Selectmen's Meeting will be held on Monday, October 2, 2017 at 6:45 P.M.. in the Mary Rowlandson Elementary Auditorium.
- Special Town Meeting to be held on October 2, 2017 at 7:00 P.M. in the Mary Rowlandson Elementary Auditorium.
- Nashoba River Wild & Scenic River Study Committee Invitation

**X. OTHER BUSINESS - None**

**XI. NEW BUSINESS - None**

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

**XII. ADJOURNMENT**

Seeing no further business, on Motion by Selectman Sendrowski, seconded by Selectman Grasso, it was unanimously voted the Board of Selectmen adjourned at 6:22 P.M.

Respectfully submitted

Kathleen Rocco  
Executive Assistant



Walter F. Sendrowski, Clerk

Approved and accepted: 10/1/17