



LANCASTER BOARD OF SELECTMEN REGULAR MEETING MINUTES OF December 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 Dexter Room, Thayer Memorial Library, 717 Main Street, Lancaster, Massachusetts. Present were Selectmen Walter F. Sendrowski, Mark A. Grasso, Jr., Town Administrator Orlando Pacheco and Executive Assistant Kathleen Rocco

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.

Jay Moody, Seven Bridge Road, came before the Board to congratulate Marilyn Largey and Lieutenant Courtney Manning on the CPR Instruction held on December 14, 2017 in the Library.

Town Administrator Pacheco stated that he attended the opening of "Reason for the Season" art exhibit at the Atlantic Union College on December 11th. He noted that this is an International Nativity Exhibit at the Bartlett Gallery that will be held from December 11th to January 7th. The exhibit can be seen on Mondays and Wednesdays from 4:30pm to 6:00pm and Tuesdays and Thursdays from 6:30pm to 8:00pm.

III. SCHEDULED APPEARANCES & PUBLIC HEARING - NONE

IV. TOWN ADMINISTRATOR'S REPORT -

Town Administrator Orlando Pacheco updated the Board of Selectmen on the following:

1) Abandoned Housing Initiative (AHI) Fund

The AHI Fund, which is administered by the Attorney General's office, is designed to assist Massachusetts and its communities to mitigate the impact of the foreclosure crisis. The Lancaster Board of Health is currently looking at various properties and asking the Attorney General to assign a "receiver" and redevelop properties that are truly abandoned. To date Town Administrator Pacheco has been reviewing various properties in the Town. The program representatives will come to Lancaster and meet with the appropriate staff on January 16th.

2) RFP Responses

The Town issued 2 RFP's last month, each yielding 1 response:

0 Packard Street

Received 1 response from the abutting property owner for \$1,500.

Mr. Pacheco noted that the amount submitted was well below the assessed value (\$86,000). The Board of Selectmen recommended to table this at this time.

LCC Kitchen

Received 1 response from World Farmers for \$1.00, but they will pay 100% of the kitchen rehabilitation. Town Administrator Pacheco explained that World Farmers will absorb the total Capital Cost of \$125,000.

3) New Hire

Mr. Pacheco reported that the Town has hired Rick Krafve as the Facility Maintenance Specialist to replace Dave Foster. Mr. Krafve has been transitioning with the Town for a few weeks, and officially started on December 18, 2017.

The Town has also hired Robin Zagwyn to replace Francine Moody in the Police Department. She started on December 5, 2017, and has been transitioning with Francine in the short term.

4) Prescott Move

Town Administrator Pacheco stated that he has tentatively scheduled the move from Town Hall to the Prescott Building for January 19th. It is anticipated most of the move will be done in one day, allowing the weekend to put up the IT infrastructure, with employees at their workstations on January 22nd.

5) Nashua River "Scenic River Designation" Status

The stewardship plan is currently being finalized for the member communities to seek the designation. Bill Flynn would like to come before the Board sometime in January to follow up on the project. A warrant article at the ATM will need to be presented to have voters adopt the stewardship plan in order for Representative Tsongas to introduce the legislation seeking the "Wild and Scenic" designation.

6) 2017 MassWorks Infrastructure Program

The Town's application for construction funding for North Lancaster Water Infrastructure Project was not recommended. Mr. Pacheco noted that he will consider re-applying in the future when the plans are more defined.

V. APPROVAL OF MEETING MINUTES

Selectman Sendrowski moved to approve the Regular Meeting Minutes of November 20, 2017 and December 4, 2107. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye. 3-0

VI. APPOINTMENTS AND RESIGNATIONS -
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Resignation

Recreation Committee : Selectman Grasso moved to accept the resignation of Johnna Doyle, with regret, effective January 1, 2018. Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr., vote Aye and Stanley B. Starr, Jr. vote Aye. 3-0

VII. ADMINISTRATION, BUDGET, AND POLICY

1. Review and take action on Conservation Commission/Town Forest's Land Grant – Old County Road.

Conservation Agent David Koonce came before the Board notifying them that the Town did receive Land Grant that Conservation Commission had applied for. The Grant will help finance the acquisition of the 26.8 acres of land on Old County Road for \$61,000. The town will be reimbursed from the grant at 66 percent or \$40,112. Mr. Koonce further noted that the land is within the Town Forest and will be designated as conservation land in perpetuity.

Selectman Grasso moved to authorize the Chair to sign the State Standard Contract, Project Agreement and the Authorized Signatory Listing. Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye.

2. Discussion on the War Memorial Monument – Historical Commission

Town Administrator Pacheco reported that the Lancaster Historical Commission is looking for authorization on the placement of the Revolutionary War Memorial Marker, in which the Commission has been approved for a matching grant regarding the Marker. The Commission presented two locations, the Veterans Memorial Park and the triangle section of land between the Prescott building and the Thayer Memorial Library.

Selectman Sendrowski commented that he would like all the Memorials together and would prefer the placement be in the Veterans Memorial Park.

Selectman Grasso moved to authorize the Lancaster Historical Commission to install the Memorial with preference in the existing Veterans Memorial Park. Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye. 3-0

3. Discussion on Lancaster Community Center

Town Administrator Pacheco stated that the Board of Selectmen wanted to have some discussion of the Lancaster Community Center (LCC), based on some complaints received about the cleanliness and excess of debris within the building. Mr. Pacheco noted that he did have Fire Chief Mike Hanson do an inspection of the building and his report is detailed. (See attached)

Town Administrator Pacheco recommendation to COA Director Alix Turner was to do an inventory of what is in the building and see what is actually needed and what is not needed.

COA Director Alix Turner came before the Board to address the concerns as well as there is a lot of alternate facts. She does concede that the LCC does have storage problems and clutter, noting that the stage has become a de facto storage for medical equipment, equipment for the World Farmers' kitchen, as well as storage for seasonal decorations.

She welcomes assistance and advice regarding the storage issue for the LCC.

Chairman Starr asked if there are any plans on correcting the situation.

Ms. Turner would like to see some constructive solution to the storage of the LCC, in which Mr. Pacheco stated that he will assist in finding space.

Selectman Grasso stated that since the Board of Selectmen and Ms. Turner are reviewing the report and pictures from Chief Hanson this evening; the Board should not take any formal action at this time. However, while Selectman Grasso appreciates the vibrancy and need for the LCC, there are issues to deal with. He pointed out the flammable items on the stage and near the sprinkler heads, as well as the clutter that should be addressed.

Chairman Starr asked that there be some kind of target date to deal with the safety concerns in the LCC, noting that this has been going on for a couple of years and needs to be addressed. He would like to see some concerted effort to deal with this.

Selectman Sendrowski stated that there is a safety violations and once the Board of Selectmen are aware of it, it has be addressed, he would like to see an action plan by this Friday.

VIII. LICENSES AND PERMITS - NONE

IX. COMMUNICATIONS

Next Board of Selectmen's Meeting will be held on Monday, January 2, 2018 at 6:00 p.m. in the Dexter Room located in the Thayer Memorial Library.

X. OTHER BUSINESS - NONE


XI. NEW BUSINESS - NONE

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 6:51 P.M.

Respectfully submitted

Kathleen Rocco
Executive Assistant


Walter F. Sendrowski, Clerk
Approved and accepted: