



## LANCASTER BOARD OF SELECTMEN

### Regular Meeting Minutes Of November 5, 2018

#### 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, Town Administrator Orlando Pacheco and Executive Assistant Kathleen Rocco. Selectman Mark A. Grasso, Jr. entered into the meeting at 6:28 P.M.

#### 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.

#### III. APPROVAL OF MEETING MINUTES

Review and take action on Regular Meeting Minutes of October 15, 2018.

*Selectman Sendrowski moved to approve the Regular Meeting Minutes of October 15, 2018. Chairman Starr Seconded. Walter F. Sendrowski vote Aye and Stanley B. Starr, Jr. vote Aye. [2-0-0]*

#### IV. SCHEDULED APPEARANCES & PUBLIC HEARINGS

6:05 P.M. Application for License to Sell Motor Vehicles (Class I) – J. C. Madigan  
Selectman Sendrowski read the following into the Minutes:

Notice is hereby given that a Public Hearing will be held on Monday, November 5, 2018 at 6:05 P.M., Nashaway Meeting Room, on the 2<sup>nd</sup> floor in the Prescott Building, 701 Main Street, Lancaster MA., on application of J.C. Madigan, Inc. 450 Old Union Turnpike, Lancaster, MA for a License to Sell Motor Vehicles (Class I). All persons interested in and wishing to be heard on this matter are requested to appear at the aforementioned time and place. Written comment will also be accepted up to time of said hearing.

*Selectman Sendrowski opened the public hearing, Chairman Starr Seconded. Walter F. Sendrowski vote Aye and Stanley B. Starr, Jr. vote Aye. [2-0-0]*

Mr. Tim Madigan, President of J.C. Madigan, Inc. was present to answer any questions, clarifications or concerns the Selectmen may have.

Seeing no further discussion, *Selectman Sendrowski moved to close the public hearing at 6:07 P.M., Chairman Starr Seconded. Walter F. Sendrowski vote Aye and Stanley B. Starr, Jr. vote Aye. [2-0-0]*

*Selectman Sendrowski moved to grant the Class I License to J. C. Madigan, Inc., Chairman Starr Seconded. Walter F. Sendrowski vote Aye and Stanley B. Starr, Jr. vote Aye. [2-0-0]*

6:15 P.M. Petition for Joint or Identical Pole Locations  
Selectman Sendrowski read the following into the minutes:

TO WHOM IT MAY CONCERN AS INTERESTED PARTY OR AN ABUTTER OF RECORD:  
Under the provisions of Chapter 166, Section 22 of the General Laws, and any additions thereto or amendments thereof, a Public Hearing is scheduled for Monday, 6:15 pm on November 5, 2018 in the Nashaway Meeting Room located on the second floor of the Prescott Building, 701 Main Street, Lancaster, MA to consider a petition submitted by National Grid and Verizon New England, Inc., requests permission to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixture, along and across the following public way:

Harvard Road – National Grid to install 1 JO Pole on Harvard Road. National Grid to install Stub Pole 30-84 across the street from pole 30.

Also permission to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

Your petitioners agree to reserve space for one crossarm at a suitable point on each of said poles for the fire and police telephone and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

*Selectman Sendrowski moved to open the pole hearing at 6:16pm. Chairman Starr Seconded. Walter F. Sendrowski vote Aye and Stanley B. Starr, Jr. vote Aye. [2-0-0]*

National Grid Representative, Steven Soucy gave a brief overview regarding the installation of the pole on Harvard Road.

*Selectman Sendrowski moved to close the pole hearing at 6:20pm. Chairman Starr Seconded. Walter F. Sendrowski vote Aye and Stanley B. Starr, Jr. vote Aye. [2-0-0]*

*Selectman Sendrowski moved to approve the Petition for a Joint or Identical Pole on Harvard Road. Chairman Starr Seconded. Walter F. Sendrowski vote Aye and Stanley B. Starr, Jr. vote Aye. [2-0-0]*

<b>V. BOARDS, COMMITTEES AND DEPARTMENTS REPORTS - NONE</b>
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<b>VI. TOWN ADMINISTRATOR REPORT</b>
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**1) Middle Cemetery**

Additional tree cutting was completed in Middle Cemetery. The work was conducted by National Grid In lieu of compensation for additional trees related to the work done on Seven Bridge & Center Bridge Roads.

**2) Compact Grant**

The Town has received a \$135,020 from the Community Compact IT Grant to extend the buildout of the fiber optic network for Town Buildings. Town Administrator Pacheco noted that they are in the process now of receiving quotes/bids to select a vendor.

**3) EPR Inspections**

The following entities received their Earth Products Removal Inspections:

*LLEC, Inc.*

*Fort Pond LLC*

*PJ Keating Company*

All Inspections came back with no corrective actions and are in conformance with their permits.

**4) Dispatch Deputy Director**

The Nashoba Valley Regional Dispatch District recently hired Angela Sciliano for the position of Deputy Director. Mr. Pacheco stated that she has in that position and has a significant amount of dispatch experience especially in a regional setting.

**5) Exxon/Mobil**

The Exxon/Mobil gas station received its well approval from MADEP. Only remaining issue is the fire alarm system approval.

**6) Town Hall Space**

Town Administrator Pacheco reported that he is having discussions with the School District regarding utilizing space at Town Hall to house the "post grad" program and incorporating some of the students into the community to develop additional work/life skills. We should have something more formal in coming weeks.

**7) Keno to Go**

The Exxon/Mobil on Lunenburg Road will be granted a license from the State Lottery for Keno unless objected by the Board. Mr. Pacheco stated that he must send comments to the Lottery's General Counsel within 21 days if the Board desires a submittal.

*Selectman Sendrowski moved to take no action on Exxon-Mobil's Keno to Go License. Chairman Starr Seconded. Walter F. Sendrowski vote Aye and Stanley B. Starr, Jr. vote Aye. [2-0-0]*

**8) Chapter 90 Allotment**

Mr. Pacheco announced that the Town will receive an additional \$62,326 in Chapter 90 funding from the approval of the supplemental budget. The total amount of Chapter 90 monies is \$373,960.

<b>VII. ADMINISTRATION, BUDGET, AND POLICY</b>
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**1. Discussion and take action on MassHousing Letter submittal.**

Town Administrator Pacheco explained that when writing the MassHousing letter about the proposed Goodridge Brook Estates Affordable Housing Development, he was trying to be consistent with the 176 comments that were submitted to the Board of Selectmen's office. (*See Attached*) The concerned citizens' group did submit edits to the first draft of the MassHousing letter; however, Mr. Pacheco noted that the letter from the Board of Selectmen should show valid concerns and flaws regarding the project, such as density, sewer and traffic. Mr. Pacheco further

explained that the purpose of the letter to MassHousing is to try to have them amendable to modify the developer's plan.

*Selectman Sendrowski moved to approve the MassHousing Letter as presented with potential of modifications. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye. [3-0-0]*

2. Review and discussion on Board of Assessors' Guideline for the Senior Citizen Property Tax Work-Off Program.

Council on Aging Chair Jay Moody, member Nicole Kanis and Director Alix Turner came before the Board to express their concerns about the new Senior Work-Off Program Policy; specifically the income and asset limits and the COA's role in the program.

Under the new policy the Board of Assessors would now do the administration, as well as the payroll, with the COA placing the seniors in town departments based on their skills.

Nicole Kanis explained the COA's concern regarding the income limits as well as the limits on assets.

*Selectman Sendrowski moved to amend the new income limits from \$50,000 for an individual to \$75,000 for an individual and \$65,000 for a married couple to \$100,000 for a married couple. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye. [3-0-0]*

Selectman Grasso questioned why the Outreach Worker would not be an integral part of the Senior Work Off program.

*Selectman Sendrowski moved to adopt the Board of Assessors' Guideline for the Senior Citizen Property Tax Work-Off Program as amended. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. Abstains and Stanley B. Starr, Jr. vote Aye. [2-0-1]*

3. Review and discussion on Town Administrator's Performance Review Format

Selectman Sendrowski moved to table the discussion on the Town Administrator's Performance Review Format. Selectman Grasso Seconded. . *Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. Abstains and Stanley B. Starr, Jr. vote Aye. [3-0-0]*

## **VIII. APPOINTMENTS AND RESIGNATIONS**

### Reappointments

#### Commission on Disability:

*Selectman Grasso moved to appoint Lesley Allison, 343 Brockelman Rd, term to expire 6/30/2021 and Rose-Marie Bissonnette, 185 Sterling Rd, term to expire 6/30/2021. Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye. [3-0-0]*

## **IX. LICENSES AND PERMITS**

1. PJ Keating Special Permit Earth Removal Products

*Selectman Sendrowski moved to approve PJ Keating Special Permit Removal Products. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. 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. COMMUNICAITONS**


Next Board of Selectmen's meeting is Monday, November 19, 2018.

**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 7:25P.M.

Respectfully submitted

Kathleen Rocco  
Executive Assistant

  
Walter F. Sendrowski, Clerk  
Approved and accepted: 11/19/18