



LANCASTER BOARD OF SELECTMEN REGULAR MEETING MINUTES OF December 4, 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.

III. SCHEDULED APPEARANCES & PUBLIC HEARING

6:00 PM Notice of Public Hearing – Tax Classification for Fiscal Year 2018:

Selectman Sendrowski read the following legal notice into the Minutes:

In accordance with G.L. c.40, §56, the Board of Selectmen will conduct a Public Hearing on the question of adoption of percentages of the total tax levy to be borne by each class of real property (residential, commercial, industrial, open space) and personal property for Fiscal Year 2018. The Hearing will be held in the Dexter Room, Thayer Memorial Library, 717 Main Street, Lancaster, MA on Monday, December 4, 2017, at 6:00P.M. All interested parties are invited to attend and be heard.

Present: Harald M. Scheid, Regional Tax Assessor
Debra Sanders, Principal Assessor and Member Lancaster Board of Assessors
Michael Burke, Sr., Co-Chair of the Board of Assessors

Mr. Scheid stated that the purpose of the Public Hearing is to receive input in order to determine whether to set a single uniform tax rate for all classes of property, or to split the rate by setting a higher tax rate for commercial and industrial property.

Municipalities with a large commercial/industrial tax base often see fit to shift the tax burden to help maintain lower residential taxes. Lancaster, like most small Massachusetts towns has, in the past, chosen not to shift taxes.

The goal of recent classification hearings has been to maintain a uniform tax rate across all classes of property. The Board of Assessors recommends that the Selectmen continue this practice. Historically, the Board of Assessors has determined that a two-tier tax rate is inappropriate for Lancaster

The Fiscal Year 2018 Levy Limit and Amount to be Raised:

The following is a calculation of Lancaster's estimated levy for fiscal year 2018.

Fiscal Year 2017 Levy	\$16,471,398
Levy Increase allowed under Prop. 2 ½	411,785
New growth revenue (estimated)	171,366
Debt excluded under Prop. 2 ½	1,077,982
Fiscal Year 2018 Levy Limit	18,132,531
Levy Ceiling	22,401,992
Levy to be raised (rounded by tax rate)	17,903,672

Valuations by Class Before Tax Shift

<u>Major Property Class</u>	<u>Valuation</u>	<u>Percent</u>	<u>Res vs CIP%</u>
Residential	\$769,256,615	85.8469%	85.8469%
Commercial	\$ 63,819,820	7.1221%	
Industrial	\$ 35,844,644	4.0002%	14.1531%
Personal Property	\$ 27,158,620	3.0308%	
TOTAL	\$896,079,699	100.0000%	

Tax Rates

Based on the shift factors, the Board of Assessors has calculated the following tax rate needed to raise the tax levy:

<u>Property Class</u>	<u>FY2018</u>	<u>FY2017</u>
Residential	\$19.98	\$19.79
Commercial	\$19.98	\$19.79
Industrial	\$19.98	\$19.79
Personal Property	\$19.98	\$19.79

The Assessors noted that the Fiscal Year 2018 rate is an estimate and may change upon the Department of Revenue review.

Tax Impacts

With a few exceptions, Fiscal Year 2018 residential valuations have increased by 3% compared to assessed values from last year, reflecting a healthy real estate market.

The average residential tax bill calculation will change as follows:

FY2017 Average Single Family Valuation	\$305,340
Taxes at \$19.79 per thousand	\$ 6,042
FY2018 Average Single Family Valuation	\$ 317,810
Taxes at \$19.98 per thousand	\$ 6,350
Average Tax Increase	\$ 308

Selectman Sendrowski moved that in accordance with M.G.L. C.40, §56, as amended, the percentage of local tax levy which will be borne by each class of real and personal property, relative to setting the FY2018 tax rates and set the Residential Tax Factor of 1.0000, with a corresponding CIP shift of 1.0000, pending certification of the Town's annual tax recap by the Mass. Department of Revenue. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr., vote Aye, Stanley B. Starr, Jr. vote Aye. 3-0

IV. TOWN ADMINISTRATOR'S REPORT - None

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

1) Solar Farm SREC Update

Since inception through November 2017, the Solar Farm has "minted" 1318 SREC's with a value of \$606,068.13. This brings the average price per SREC at \$460.00. The Town still has 6 months' worth of SREC's that have not been minted and are not included in this update.

2) Community Center Update

The trench work started on Thursday (11/30/17). The Transformer arrived on site Tuesday (11/28/17). The Prescott Building should be full energized this week and all exterior work for the community center should be completed as well. Mr. Pacheco noted that he does not have a final date on getting the community center occupied again but expects to have the building de-winterized by the end of the week.

3) GASB 74

For entities that have created an OPEB Trust, a General Accounting Standards Board (GASB) 74 Audit statement is required. This is further developed from the GASB 45 Audit. GASB 74 requires additional footnotes on the Town's audited financial statements. In FY18 GASB 75 will take effect which will require the entire Other Post-Employment Benefits (OPEB) be carried as a liability on the Town's financials.

Town Administrator Pacheco stated, that as we continue to develop that FY19 budget, we will look, if funds are available, to appropriate to OPEB directly from the operating budget. The Town's OPEB Consultant is Odyssey Advisors and the statements will be made available on the Town website for the Finance Department.

4) Capital Plan

Mr. Pacheco noted that he is close to finalizing the capital plan for FY19. Attached is what he has to date as he prepares for the May Annual Town Meeting. He further noted that he will be meeting with departments one more time to make sure he captures as many items in the overall plan.

5) Minuteman RSD-Watertown

The Town of Watertown is strongly considering joining the Minuteman RSD. Given their current enrollment it would put the school district at its expected enrollment numbers when the school is completed.

V. APPROVAL OF MEETING MINUTES

Selectman Sendrowski moved to approve the Regular Meeting Minutes of November 6, 2017. Selectman Grasso 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 approve the Executive Session Minutes of April 3, 2017, April 6, 2017, May 15, 2017 and June 19, 2017. Selectman Sendrowski 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 -

Appointments

Selectman Sendrowski moved to approve the Historical Commission Restructuring, as follows: Full Member Imogene (Jean) Watson would serve as Associate Member to the Commission, term to expire June 30, 2018, and Associate Member Jay Moody would serve as Full Member to the Commission, term to expire June 30, 2018. Selectman Grasso 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. DCR Communication (re: Land Agreement)

Town Administrator Pacheco spoke about the letter sent by DCR Commissioner Leo Roy regarding the agreement between the Town of Lancaster and North Lancaster, LLC. He further stated that he had spoken to the Commissioner, and the Commissioner stated that the Parcel 13-4 and the northern portion of Parcel 14-11 is State Forest land and opposes any proposed Article 97 legislation that would transfer to a private developer parcels or portions of parcels of land within Lancaster State Forest, to which DCR has clear title.

Selectman Grasso stated that he was troubled by the wording in the DCR letter and noted that this is not fact but an opinion by the Commissioner.

Concern was raised on how this will affect the parcel 14-13 auction, in which Chairman Starr and Town Administrator Pacheco will engage Town Counsel Jonathan Eichman to review.

Mr. Pacheco further noted that the DCR is not looking to settle on this matter, noting that DCR owns the land and does not know why there were deals made in the first place.

2. MassWorks Funding Deferral

Selectman Grasso moved to authorize the Chairman to sign the letter to MassWorks Infrastructure Program regarding rescinding the 2016 MassWorks Grant. Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye. 3-0

3. Snow/Inclement Weather Closure Policy

Town Administrator Pacheco discussed with the Selectmen creating a snow/inclement weather closure policy for the town buildings in Lancaster. Chairman Starr stated that there should be some sort of structure when there is a snow or inclement weather issue. Town Administrator Pacheco agreed and would like to coordinate this policy with the Library and Lancaster Community Center.

VIII. LICENSES AND PERMITS

One Day License Application

Selectman Grasso moved to grant the request from Kopley Farm for One Day Beer/Wine License for the Obstacle Course Race to be held on January 1, 2018 from Noon to 6:00pm, contingent

upon the Police Department Approval. Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr., vote Aye and Stanley B. Starr, Jr., vote Aye. 3-0

New Common Victualler License:

Selectman Sendrowski moved to approve the Common Victualler License to Dunkin Donuts located on 1474 Lunenburg Road. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye. 3-0

2018 PROPOSED LICENSE APPLICATIONS

CLASS I MOTOR VEHICLE DEALER LICENSES

APPLICANT	TYPE
Prime Toyota Route 2 700 Old Union Turnpike Lancaster, MA 01523	Class I)
Ron Bouchard Auto Sales, Inc. d/b/a Ron Bouchard's Nissan 490 Old Union Turnpike Lancaster, MA 01523	Class I
Ron Bouchard Auto Sales, Inc. d/b/a The Honda Store 500 Old Union Turnpike Lancaster, MA 01523	Class I
Ron Bouchard Auto Dodge. d/b/a Ron Bouchard's KIA 488 Old Union Turnpike Lancaster, MA 01523	Class I
Padula Bros., Inc. 700 Fort Pond Road Lancaster, MA 01523	Class I

Selectman Sendrowski moved to approve the Class I Motor Vehicle Dealer Licenses. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye. 3-0

CLASS II MOTOR VEHICLE DEALER LICENSES

APPLICANT	TYPE
Crawford Truck Sales, Inc. 2176 Main Street Lancaster, MA 01523	Class II
J.C. Madigan, Inc. 450 Old Union Turnpike Lancaster, MA 01523	Class II

Route 117 Used Auto Parts, Inc. Class II
2176 Main Street
Lancaster, MA 01523

Jose M. Fuentes Class II
d/b/a **R.B.I. Motors**
842 Sterling Road
Lancaster, MA 01523
Mailing: P.O. Box 788, So. Lancaster, MA 01561

F.J.S. Auto, Inc. Class II
248 Main Street
P.O. Box 1365
So. Lancaster, MA 01561

Ron Bouchard Auto Sales, Inc. Class II
d/b/a **Ron Bouchard's Nissan**
490 Old Union Turnpike
Lancaster, MA 01523

Ron Bouchard Auto Sales, Inc. Class II
d/b/a **Ron Bouchard's KIA**
488 Old Union Turnpike
Lancaster, MA 01523

Ron Bouchard Auto Sales, Inc. Class II
d/b/a **The Honda Store**
500 Old Union Turnpike
Lancaster, MA 01523

Selectman Sendrowski moved to approve the Class II Motor Vehicle Dealer Licenses. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye. 3-0

CLASS III MOTOR VEHICLE DEALER LICENSES
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APPLICANT	TYPE
Route 117 Used Auto Parts, Inc.	Class III
2176 Main Street	
Lancaster, MA 01523	

Nationwide Auto Recycling, Inc.	
Daniel J. Warila	Class III
1340 Lunenburg Road	
Lancaster, MA 01523	

Selectman Sendrowski moved to approve the Class III Motor Vehicle Dealer Licenses. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye. 3-0

COLLECTOR OF JUNK LICENSES

APPLICANT	TYPE
Route 117 Used Auto Parts, Inc. 2176 Main Street Lancaster, MA 01523	Collector of Junk

Nationwide Auto Recycling, Inc. Daniel J. Warila 1340 Lunenburg Road Lancaster, MA 01523	Collector of Junk
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Selectman Sendrowski moved to approve the Collector of Junk Licenses. Selectman Grasso Seconded.
Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye. 3-0

COMMON VICTUALLER'S LICENSES

APPLICANT	TYPE
Prime Toyota Route 2 700 Old Union Turnpike Lancaster, MA 01523	Common Victualler

Trolley Stop Pizzaria, Inc. 18A Prescott Street So. Lancaster, MA 01561 Mailing: P.O. Box 697, So. Lancaster, MA 01561	Common Victualler
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New England Fun Centers, Inc. dba Roll-On-America 90 Duval Road Lancaster, MA 01523	Common Victualler
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Kimball Farm @ Oakridge LLC 1543 Lunenburg Road Lancaster, MA 01523	Common Victualler
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Cumberland Farms 94 Main Street Lancaster, MA 01523 Mailing: 100 Crossing Blvd., Framingham, MA 01702	Common Victualler
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Selectman Sendrowski moved to approve the Common Victualler's Licenses. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye 3-0

Contingent license

Jennifer & Eric Macellari (EJ Mace, Inc.) dba Sandee's Restaurant 162 Main Street Lancaster, MA 01523 Mailing: 105 Rowley Hill Road, Sterling, MA 01564	Common Victualler
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Selectman Sendrowski moved to approve Sandee's Restaurant contingent on receiving all the necessary paperwork. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye 3-0

INNHOLDER & COMMON VICTUALLER LICENSES

APPLICANT	TYPE
Charlotte E. Creighton dba College Town Inn 12 Old Common Road Lancaster, MA 01523 Mailing: P.O. Box 307, So. Lancaster, MA 01561	Innholder & Common Victualler

Selectman Sendrowski moved to approve the Innholder & Common Victualler License. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye 3-0

DORMITORY/LODGING HOUSE LICENSES

APPLICANT	TYPE
Atlantic Union College 338 Main St. South Lancaster, MA 01561 Mailing: P.O. Box 1000, So. Lancaster, MA 01561	Dormitory/Lodging House (Preston Hall/Lenheim Hall)

Selectman Sendrowski moved to approve the Dormitory/Lodging House Licenses. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye 3-0

DISPENSING FOOD AND BEVERAGES TO MEMBERS AND GUESTS LICENSE
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APPLICANT	TYPE
Sterling National Country Club 33 Albright Road Sterling, MA 01564	Dispensing Food & Beverage

Selectman Sendrowski moved to approve the Dispensing Food & Beverages to Members & Guests Licenses. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye 3-0

AUTOMATIC AMUSEMENT DEVICES – WEEKDAYS and SUNDAYS

APPLICANT	TYPE
New England Fun Centers, Inc. dba Roll-On-America 90 Duval Road Lancaster, MA 01523	Amusement Devices

Selectman Sendrowski moved to approve the Automatic Amusement Devices- Weekdays and Sundays. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye 3-0

LUNCH CART LICENSES

APPLICANT	TYPE
Michael Murphy 473 Union Street Leominster, MA 01453	Lunch Cart (Bartlett Pond)

Selectman Sendrowski moved to approve the Lunch Cart License. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye 3-0

ROLLER SKATING LICENSE – WEEKDAYS and SUNDAYS

APPLICANT	TYPE
New England Fun Centers, Inc. dba Roll on America 90 Duval Road Lancaster, MA 01523	Public Amusement & Exhibition To operate a roller skating rink

Selectman Sendrowski moved to approve the Roller Skating License – Weekdays & Sundays. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye 3-0

IX. COMMUNICATIONS

Next Board of Selectmen's Meeting will be held on Monday, December 18, 2017 at 6:00 p.m. in the Meeting Room at the Community Center.

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: 12/18/17