



LANCASTER BOARD OF SELECTMEN REGULAR MEETING MINUTES OF APRIL 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 joined the meeting at 6:30pm.

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

6:30 P.M. Joint Meeting with Finance Committee: Discussion on the Annual Town Meeting Warrant for FY2018

Finance Director Cheryl Gariepy and Finance Committee Member David DiTuillio gave an overview of the Town of Lancaster's Budget for Fiscal Year 2018. Mr. DiTuillio stated that this budget has been difficult, noting the Finance Committee reviewed budget and had to cut discretionary funds, and there still is a \$127,000 deficit. Mr. DiTuillio pointed out the Schools are 64% of the budget with Minuteman Assessment increased by 8.12% from last year, and Nashoba Regional School District Assessment increased by 4.62%.

Finance Director Cheryl Gariepy stated that she is reluctant to use free cash to offset the deficit. She explained that the new Minuteman School Building Project will be an added fixed cost to the operating budget in the near future. She further noted that the revenues to the town are decreasing such as excise tax and building permits.

Town Administrator Orlando Pacheco stated that he is reviewing the budget and that there are areas within the budget that can be reduced, such as vendors for the Town. He further suggested that at Annual Town Meeting to put a placeholder in the budget by taking \$127,000 from free cash, and at the Fall Town Meeting make the adjustments to finalize the budget.

The Finance Committee reviewed that ATM Warrant with their recommendations as follows:

Article 1 Appropriate \$100,000 to Capital Stabilization Fund
Finance Committee recommends favorable action.

- Article 2** Approve Fiscal Year 2018 Capital Expenditures
Finance Committee recommends favorable action
- Article 3** Approve Fiscal Year 2018 Operating Budget
Finance Committee recommends favorable action
- Article 4** Approve Fiscal 2018 Water Enterprise Budget
Finance Committee recommends favorable action
- Article 5** Approve Funding of \$20,000 for Fiscal Year 2018 Senior Tax Abatement Program
Finance Committee recommends favorable action
- Article 6** Authorize to enter into a lease purchase agreement for Fire Ladder Truck
Finance Committee recommends favorable action
- Article 7** Approve Fiscal Year 2018 Revolving Funds
Finance Committee recommends favorable action
- Article 8** Approve Fiscal Year 2018 Landfill Solar Array Enterprise Budget
Finance Committee recommends favorable action
- Article 9** Authorize Collector-Treasurer to take from available funds or borrow in anticipation of reimbursements for authorized road improvements and other projects provided for under Chapter 90 Local Transportation Aid
Finance Committee recommends favorable action
- Article 10** Transfer \$151,000 from Free Cash to Other Post-Employment Benefits Trust
Finance Committee recommends favorable action
- Article 11** Transfer \$500,000 from Free Cash to Stabilization Fund for the purpose of setting up Minuteman Regional Debt payment
Finance Committee recommends favorable action

IV. TOWN ADMINISTRATOR'S REPORT - None

V. APPROVAL OF MEETING MINUTES - None

VI. APPOINTMENTS AND RESIGNATIONS -

Appointments:

Town Buildings Reuse Committee: Jon Roper, 5 Turner Lane, Lancaster, MA

Selectman Grasso moved to appoint Jon Roper, 5 Turner Lane, Lancaster to the Town Buildings Reuse Committee. 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 Planning Board's Proposed Warrant Article – Integrated Planning Overlay District Amendment.

Selectman Grasso moved to support Planning Board's proposed Warrant Article – Integrated Planning Overlay District Amendment. Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye 3-0

2. Review and take action on Planning Boards' Proposed Warrant Article – Center Village Overlay District and Overlay Map.

Selectman Sendrowski moved to approve Planning Board's proposed Warrant Article – Center Village Overlay District and Overlay Map. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye 3-0

3. Review and Take Action on Planning Board's Proposed Warrant Article – Inconsequential Lot Change Zoning Amendment.

Selectman Grasso moved to support Planning Board's proposed Warrant Article – Inconsequential Lot Change Zoning Amendment. Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye 3-0

4. Review and take action on the Warrant for the Annual Town Meeting to be held on Monday, May 1, 2017 at the Mary Rowlandson Elementary Auditorium.

Selectman Sendrowski moved to approve the Warrant for Annual Town Meeting to be held on Monday, May 1, 2017 at the Mary Rowlandson Elementary Auditorium. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye 3-0

5. Review and take action on the Warrant for Annual Town Election to be held on Monday, May 8, 2017 at the Town Hall from 7:00 A.M. to 8:00 P.M.

Selectman Grasso moved to approve the Warrant for Annual Town Election to be held on Monday, May 8, 2017 at the Town Hall from 7:00 A.M. to 8:00 P.M. Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye 3-0

6. Review and take action on the National Grid work request for easement for the Prescott Building Renovation.

Selectman Grasso moved to approve National Grid work request for easement for the Prescott Building Renovation. Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye 3-0

VIII. LICENSES AND PERMITS

Consider and take action on application from British Motorcycle Group (BSA owners, NE), for Sunday Entertainment License to hold a Vintage British Motorcycle Show and Swap Meet, to be held at the Lancaster Fairgrounds on May 21, 2017 from Noon to 4:00 PM

Selectman Sendrowski moved to approve the application from British Motorcycle Group for Sunday Entertainment License to hold a Vintage British Motorcycle Show and Sway Meet to be held at the Lancaster Fairgrounds on May 21, 2017 from Noon to 4:00 PM. 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, May 1, 2017 at 6:30 p.m. in the Auditorium at the Mary Rowlandson Elementary School.

X. OTHER BUSINESS

Chairman Starr noted that they are in receipt of the Per Diem Employment Agreement for Orlando Pacheco for temporary one day per week service as Town Administrator until May 15, 2017. He noted that Mr. Pacheco will work at the salary rate of \$455 for one day per week, less all applicable withholdings and taxes.

Selectman Grasso moved to approve the Per Diem Employment Agreement between the Town of Lancaster and Orlando Pacheco. Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye. 3-0

Chairman Starr noted that at the Annual Town Meeting, the Lancaster Citizens' Awards will honor four resident volunteers in the community.

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 6:55 P.M.

Respectfully submitted

Kathleen Rocco
Executive Assistant

Walter Sendrowski

Walter F. Sendrowski, Clerk

Approved and accepted:

5/1/17