



LANCASTER BOARD OF SELECTMEN REGULAR MEETING MINUTES OF November 21, 2016

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. (participating remotely), Town Administrator Ryan McNutt and Executive Assistant Kathleen Rocco.

Chairman Starr stated that due to an emergency, Selectman Grasso is unable to attend the Selectmen's meeting in person, but will be able to participate remotely.

II. PUBLIC COMMENT PERIOD - NONE

III. SCHEDULED APPEARANCES & PUBLIC HEARING

6:10 P.M. Community Services Liaison, Marilyn Largey – **Tabled at this time**

IV. TOWN ADMINISTRATOR'S REPORT

Town Administrator Ryan McNutt updated the Board on the status of current projects pending before the Board:

Community Choice Power Supply Program

Town Administrator McNutt stated residents who took part in the municipal aggregation for electricity can expect 9.5 cents per kilowatt hour for the next six months under the contract with Community Choice. He cautioned residents about the calls they may receive from competing solar/power salespeople and that they may offer lower electricity rates. Residents should investigate and research those companies before they commit to any contracts.

Prescott Building Renovation

The Prescott Building Renovation Sub-Bids are complete and the General Contractor bids are due on November 30th. Mr. McNutt reported that construction for the Prescott should begin in the middle of December, 2016.

North Lancaster Water Infrastructure Project

Chairman Starr, Selectman Grasso and Mr. McNutt attended an event in Leominster, where Lieutenant Governor Polito awarded the Town the amount of \$341,058 from the State's MassWorks Grant. This grant is for the North Lancaster Water Infrastructure Project. The funding will be used to advance the design,

engineering and permitting phase for the project which will support the installation of water infrastructure to the Lancaster Technology Park and Lancaster Crossing. Mr. McNutt thanked Planning Director Noreen Piazza for her work on this project.

Sterling Road Sewer Project

Town Administrator McNutt stated that the project, (which was funded through MassWorks), is 85% complete, with an expected construction completion date of December 3, 2016. He noted that the James Monroe Wire & Cable Company is now 100% connected to Sewer.

Rt117/70 Intersections

Ryan McNutt reported that with the long standing traffic concerns in Lancaster's Route 117/70 Intersections, the recommended designs are back from MassDOT and they have recommended traffic light signals at each intersection. A Request for Proposals has been issued to hire and finish the design of the intersections and hope to start the plan in 2019.

Traffic Signs

Chairman Starr spoke about the new traffic signs in Lancaster, and thanked Chief Burgwinkel and DPW Superintendent Kevin Bartlett for the installation of these traffic signs located on Main Street and Route 117.

V. APPROVAL OF MEETING MINUTES

Selectman. Sendrowski moved to approve and accept the Regular Meeting Minutes of November 7, 2016. Chairman Starr Seconded. Walter F. Sendrowski vote Aye, and Stanley B. Starr, Jr., vote Aye. 2-0

**Lost Selectman Grasso's remote participation.*

VI. APPOINTMENTS AND RESIGNATIONS -

Appointments -

Selectman Sendrowski moved to reappoint Dondrea K. May, 1835 North Main Street to the Recreation Committee, term to expire 6/30/2019. Chairman Starr Seconded. Walter F. Sendrowski vote Aye and Stanley B. Starr, Jr. vote Aye. 2-0 **Lost Selectman Grasso's remote participation.*

Resignations -

Selectman Sendrowski moved to accept the resignation of Lancaster Cultural Council Member - Jane-Anne Crossman, 88 Moffet Street, with regret, effective immediately. Chairman Starr Seconded. Walter F. Sendrowski vote Aye and Stanley B. Starr, Jr. vote Aye. 2-0 **Lost Selectman Grasso's remote participation.*

VII. ADMINISTRATION, BUDGET, AND POLICY -NONE

VIII. LICENSES AND PERMITS

1. Review and take action on an application for Common Victualler License (Food Only) for Jackson Effie Coffee House, located on 339 Seven Bridge Road.

Nancy and Nathan Ciara came before the Board of Selectmen to introduce their new business, which is located on the Kalon Farm property in Lancaster. The Jackson Effie Coffee House will have coffee and espresso drinks. Starting in January the Coffee House will also have baked goods.

Selectman Sendrowski moved to approve the Common Victualler License (Food Only) for Jackson Effie Coffee House, located on 339 Seven Bridge Road. Selectman Grasso 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 request to use Town Hall Auditorium for Ed Collier Photography's 2016 Simple Shot Experiment, November 25th – November 27th, 2016 from 8:00am – 6:00pm.

Chairman Starr noted that Mr. Collier's Simple Shot Experiment will donate 100% of the fees to charity. Last year Mr. Collier donated more than \$2000 and this year the phot shoot has enough families scheduled to raise more than \$6000.

Selectman Sendrowski moved to approve the request to use the Town Hall Auditorium for Ed Collier Photography's 2016 Simple Shot Experiment, to be held on November 25th – November 27th from 8:00am – 6:00pm. Chairman Starr Seconded. Walter F. Sendrowski vote Aye and Stanley B. Starr, Jr. vote Aye. 2-0 **Lost Selectman Grasso's remote participation.*

IX. COMMUNICATIONS

Next Board of Selectmen's Meeting is scheduled for Monday, December 5, 2016 in the Meeting Room of the Lancaster Community Center, 34 Harvard Road, Lancaster.

X. OTHER BUSINESS

Chairman Starr moved to go into Executive Session, pursuant to MGL, C. 30A, §21(a) #2 to conduct strategy sessions in preparation for contract negotiations with non-union personnel, specifically the Fire Chief and not reconvene in open session. Selectman Sendrowski Seconded. Stanley B. Starr, Jr. vote Aye and Walter F. Sendrowski vote Aye – 2-0

**Lost Selectman Grasso's remote participation*


XI. NEW BUSINESS - NONE

XII. ADJOURNMENT

Seeing no further business, on Motion by Mr. Sendrowski, seconded by Mr. Grasso, it was unanimously voted the Board of Selectmen adjourned at 6:25 P.M.

Respectfully submitted

Kathleen Rocco
Executive Assistant


Walter F. Sendrowski, Clerk
Approved and accepted: Dec 5, 2016