



**LANCASTER BOARD OF SELECTMEN  
REGULAR MEETING MINUTES OF  
December 19, 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., Town Administrator Ryan McNutt and Executive Assistant Kathleen Rocco.

**II. PUBLIC COMMENT PERIOD - NONE**

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**

**Community Development Block Grant Application FY2017:**

Present: Noreen Piazza, Town Planner  
Brian Keating, Montachusett Regional Planning Commission Manager

Selectman Sendrowski moved to open the Public Hearing, Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr., vote Aye. 3-0

**TOWN OF LANCASTER - BOARD OF SELECTMEN  
NOTICE OF PUBLIC HEARING**

**Monday, December 19, 2016**

**6:00 PM**

**Lancaster Community Center - FY17 Community Development Block Grant Application**

*The Lancaster Board of Selectmen will conduct a Public Hearing on Monday, December 19, 2016 at 6:00 P.M. at the Lancaster Community Center located at 39 Harvard Rd., Lancaster, MA 01523 to discuss the town's proposed application to the FY17 Community Development Block Grant (CDBG) program. The application is for up to \$800,000 for eligible activities as follows: housing rehabilitation, infrastructure improvements, public facilities, public services, and planning services. The Town will contract with the Montachusett Regional Planning Commission to administer the grant.*

*Interested persons and organizations are encouraged to attend, and will have the opportunity to comment and be heard on the proposed application. Reasonable accommodation will be attempted upon written request to the Selectmen's Office prior to the meeting. The meeting room is handicapped accessible.*

*Lancaster Board of Selectmen*

Mr. Keating stated that the purpose of this meeting was to discuss Community Development Strategy, a necessary part of the process for applying for Community Development Block Grant funding. The Town has applied for this funding over the past 10+ years. CDBG funding is state and federal funding that can be used for housing and economic development projects.

Town Planner Noreen Piazza interjected that the Town of Lancaster has been fortunate through the CDBG grants in the past to assist over 30 households with an average of \$35,000 per household repairs.

Housing rehab focuses on low and moderate income families in the town, and will be approximately 70% of the grant. Examples of rehab projects are roof repairs/replacement, septic systems, replacement windows, etc. Public Social Service, (ie fuel assistance), cannot be more than 20% of the grant. Mr. Keating stated that in years past the area of need was to have a "target area", going forward, the CDBG grant can be town wide. He further noted that part of the Community Development Strategy is to make community aware of the application process. He suggested the use of the local cable television, on-line surveys through the town's website, mailing out flyers and doing a press release.

#### **IV. TOWN ADMINISTRATOR'S REPORT**

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

Memorial Re-Use Committee

Mr. McNutt noted that membership on the Committee is still open to interested citizens.

Prescott Building Renovation

NELCO Worldwide, of Burlington, was selected as the low-bidder for the general contractor for the Prescott Building Renovation project. Mr. McNutt stated that there was a protest by a subcontractor was denied by the Attorney General's office two weeks ago. The project should start construction in mid-January.

North Lancaster Water

Rt. 117/70

Town Administrator McNutt stated that he and the Town Planner are reviewing the proposals that were submitted for the design of Route 117/70 Intersections.

Police Department Safety Grants

The Police Department received safety grants from the state's Executive Office of Public Safety for officers to work extra patrols during the holiday season. They are assigned specific hours that will have the highest impact. The "Drive Sober" campaign began December 9<sup>th</sup> and runs through January 1<sup>st</sup>. there

will be three other time periods in the coming year when the “Drive Sober” and “Click It or Ticket” programs will be activated. The cost of the extra patrol will be paid for by the grants.

Lancaster Fire Association

The Lancaster Fire Association raised \$2,000 for the Muscular Dystrophy Organization during their December 13<sup>th</sup> boot drive.

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Lancaster Annual Town Report

The Lancaster Annual Town Report has been selected by the Massachusetts Municipal Association (MMA) as a finalist in its award program.

<b>V. APPROVAL OF MEETING MINUTES</b>
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Selectman Sendrowski moved to approve and accept the Regular Meeting Minutes of December 5, 2016. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr., vote Aye. 3-0

<b>VI. APPOINTMENTS AND RESIGNATIONS -</b>
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Appointments

Selectman Grasso moved to appoint Larry Gogolin, 700 Blue Heron Drive, to the Memorial School Re-use Committee, term to expire June 30, 2017. Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr., vote Aye and Stanley B. Starr, Jr. vote Aye. 3-0

<b>VII. ADMINISTRATION, BUDGET, AND POLICY</b>
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First Right of Refusal

Selectman Grasso moved not to exercise the First Right of Refusal on Chapter 61 A on Parcel A located on Runaway Brook, contingent of Conservation Commission's concurrence. Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr., vote Aye and Stanley B. Starr, Jr. vote Aye. 3-0

<b>VIII. LICENSES AND PERMITS</b>
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Selectman Sendrowski moved to approve the following license renewals for 2017, Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr., vote Aye and Stanley B. Starr, Jr. vote Aye. 3-0

License Applications for 2017 :

1. Atlantic Union College – Lodging House License – Lenheim Hall Dormitory
2. Atlantic Union College – Lodging House License – Preston Hall Dormitory
3. Charlotte Creighton, d/b/a College Town Inn – Innholder & Common Victualler
4. Cumberland Farms, Common Victualler (Food Only)
5. Kalon Farms – Farmer Series Pouring Permit (Wine Only)
6. Michael's Bridge Diner – Common Victualler and Beer & Wine
7. Michael Murphy – Lunch Cart License

8. Sterling National LLC – License to Dispense Food & Beverages to Guests
9. Trolley Stop Pizzeria, Inc. – Common Victualler
10. Sandee's Restaurant – Common Victualler
11. N.E. Fun Centers, Inc., d/b/a Roll-on-America – Common Victualler, Rollerskating Weekdays, Rollerskating Sundays, Comm. Of MA Rollerskating Sundays, Automatic Amusement Devices Weekdays, Automatic Amusement Devices Sundays

#### **IX. COMMUNICATIONS**

Next Board of Selectmen's Meeting is scheduled for Tuesday, January 3, 2017 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) #3 to discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares, specifically for a potential litigation from a sub-contractor's work on a solar array. And will reconvene in open session. Seconded.

Stanley B. Starr, Jr. vote Aye  
Walter F. Sendrowski vote Aye  
Mark A. Grasso, Jr., vote Aye

The Board of Selectmen reconvened in open session at 7:32pm

Chairman Starr moved to go into Executive Session, pursuant to MGL, C. 30A, §21(a) #2 to conduct strategy session in preparation for contract negotiations with non-union personnel, specifically the Fire Chief and will not reconvene in open session. Seconded

Stanley B. Starr, Jr. vote Aye  
Walter F. Sendrowski vote Aye  
Mark A. Grasso, Jr., vote Aye


#### **XI. NEW BUSINESS - NONE**

#### **XII. ADJOURNMENT**

Seeing no further business, Selectman Sendrowski moved to adjourn seconded by Selectman. Grasso, it was unanimously voted the Board of Selectmen adjourned at 7:30 P.M.

Respectfully submitted

Kathleen Rocco  
Executive Assistant

  
Walter F. Sendrowski, Clerk  
Approved and accepted: January 3, 2017