



## LANCASTER BOARD OF SELECTMEN

### Regular Meeting Minutes

### Of November 16, 2020

#### I. CALL TO ORDER

Chairman Jay M. Moody called the Special Meeting of the Board of Selectmen to Order at 6:00 P.M. via ZOOM™. Present were Selectmen Walter F. Sendrowski, Jason A. Allison and Town Administrator Orlando Pacheco.

Meeting ID  
825 7581 9944

Invite Link  
<https://us02web.zoom.us/j/82575819944>

Board of Selectmen Remote Participation Guidelines  
[..\BOS\BOS remote participation guidelines.pdf](#)

#### 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 November 9, 2020 and Special Meeting Minutes of November 9, 2020.

*Selectman Allison moved to approve the Regular Meeting Minutes of November 9, 2020 and the Special Meeting Minutes of November 9, 2020. Selectman Sendrowski Seconded. Jason A. Allison vote Aye, Jay M. Moody vote Aye and Walter F. Sendrowski vote Aye. [3-0-0]*

#### IV. SCHEDULED APPEARANCES & PUBLIC HEARINGS

Minuteman Regional Vocational Technical High School to update the Athletic Fields Project  
Guests: Superintendent Edward A. Bouquillon and School Committee Member Jennifer Leone

Superintendent Bouquillon came before the Board of Selectmen regarding the construction phases of the Athletic Fields Project. He presented an updated overview regarding the project. (See attached).

- Review of the Base Bid Scope
  - *October 7, 2020 - Bid awarded to Heimlich Construction*
  - *Multi-sport synthetic turf stadium field and equipment*
  - *Asphalt walking track and spectator fencing*
  - *Synthetic turf softball/multi-use field, dugouts, bullpens and batting cages*
  - *Synthetic turf baseball/multi-use field, dugouts, bullpens and batting cages*
  - *Emergency vehicle access and visitor vehicle drop-off/pick-up loop*
  - *Accessible walkways, safety netting and spectator viewing areas*
  - *Maintenance equipment*
  - *Scoreboards and utilities for each field*
- Design Considerations
  - *Each field must meet national Federation of State High School Associations (NFHS) requirements.*
  - *Provide a safe facility for athletes, spectators and visitors*
  - *Maximize revenue potential through rentals*
  - *Minimize impact to approved site plan.*
- Cost of Design ≤ \$5,915,000
- School Committee Approved Funding Plan
- Athletic Fields (Borrowing \$1,909,000 10yr @1.7% based on 10/01/20 enrollment share
  - FY2022 – Town of Lancaster at 10.90% = \$24,338 (as part of the annual assessment)

Jennifer Leone, Lancaster's representative on the Minuteman School Committee noted that the \$24,000 assessment for the athletic fields is not even one student cost per year. Noting that they need the wealthier communities to send more students to the District.

It was noted each member town will have to vote at a Special Town Meeting to disapprove the Minuteman School Committee proposal. The Meeting must take place within sixty (60) days after the School Committee vote on it. It was further explained that a no action by the Towns will be considered approved. Superintendent Bouquillon stated that there has been virtually no push back from the other member Towns.

## **V. BOARDS, COMMITTEES AND DEPARTMENTS REPORTS**

### Conservation Commission Update

Conservation Commission Chair, Tom Christopher came before the Board to give an update on the Commission's activities. Mr. Christopher noted the following:

- Conservation Commission has been extremely busy, driven by the Covid 19 Pandemic
- More home projects with wetland regulations
- Applications have increased; particularly those residents who live along the ponds.
- 15 Notice of Intent (NOI)
- 15 Determinations of Applicability
- Very Large Projects
  - Goodridge Estates
  - Capital Group LLC
- More attendance and participation at the Conservation Commission Meeting via ZOOM
- Conservation Agent working on reduced hours

- Working with Town Administrator for Conservation Agent to receive an additional 5 hours
- Would like to see the Conservation Agent have 30 hours a week for the Town.

Economic Development Ad Hoc Committee Report

Philip Eugene, member of the Economic Development Ad Hoc Committee presented the report to the Board of Selectmen (*See Attached*)

Mr. Eugene noted that the Economic Development Ad Hoc Committee (EDC) would be advisory and would not have any statutory authority. Mr. Eugene noted the following:

- To protect and preserve the Town's rural and historic character, its ponds, rivers and wetlands, its physical landscape and historic buildings, its classic New England pattern of village and working countryside. We recognize that the regulatory structure of our Town is largely what will make this possible.
- To create a Town Center where people of all ages can come together at gathering places, where small businesses of appropriate scale and type thrive, and where people can safely walk among these businesses and civic places for service, visiting, and recreation.
- To encourage business development that is appropriate in type, location, and design so that it enhances its surroundings, rather than having to be shielded from them.
- To participate in long term regional initiatives to reduce the volume of traffic flowing through Lancaster, and in shorter- term initiatives for safer traffic flow and control.
- To promote and increase safe biking and pedestrian alternatives and, if feasible, public transportation alternatives to drive-alone car travel.
- To continue to preserve and manage important farmland, open space and woodlands in Lancaster, including:
  - Improvement and support for recreation facilities such as trails, fields, and public beach areas;
  - Protection for Lancaster's important natural resources, including the Town water supply, ponds, wildlife habitat, and the Nashua River.
- To increase the supply of affordable housing in Lancaster so as to enable Lancaster's young people and elders to continue to live in their home community.
- To continue to maintain a balance among appropriate service provision, community investment, and a moderate tax burden.
- To reflect in all that we do the uniqueness and diversity of the various villages, neighborhoods, and other distinctive areas of the Town, while at the same time unifying them in terms of connectedness, shared vision, and equitable services.

Selectman Allison asked that Town Administrator Pacheco go through the report and redline the document for corrections. Mr. Pacheco noted that he did not see a lot missing in the report. However, he did feel that Historical Character will need to be defined a little bit better.

Committee member Frank Streeter noted that the Committee was trying to do this report with a developer's best interest and build advocates not adversaries.

The Board of Selectmen thank the Economic Development Ad Hoc Committee for their report.

## **VI. TOWN ADMINISTRATOR REPORT**

Town Administrator Orlando Pacheco will update the Board on the status of current projects pending.

### **1) PFAS Update**

Town Administrator Pacheco reported that the Water Department Well #1 was recently tested for PFAS and the amount detected was below the reporting limit. This is the same result from the previous testing from Well#2. The Town will test for PFAS on a regular basis moving forward as a result of the new order from the Dept. of Environmental Protection . The Army Corp of Engineers has also tested well in North Lancaster and PFAS was detected under the reporting limit. The reporting limit for PFAS is 20 parts per trillion.

### **2) LAND Grant**

The Town received a LAND Grant from the Executive Office of Energy and Environmental Affairs for the purchase of the 28 acre parcel from Atlantic Union College. Town Administrator Pacheco stated that he has ordered the title work from KP Law which is a grant requirement and is waiting for the Purchase and Sale agreement from AUC. He further noted that he should be able to close on the parcel by the end of the calendar year.

### **3) Army RAB Meeting**

Mr. Pacheco reported that the Army Restoration Advisory Board is meeting on November 19<sup>th</sup>, which will provide updates on restoration activities on work done by the Army. He stated that given some of the concerns regarding other activities at Devens; he wanted to make the Board aware should anyone want to attend. (The meetings are done via Zoom)

### **4) North Main Street Bridge Design**

Town Administrator Pacheco announce that the North Main Street Bridge over the Wekepeke Brook has hit the 25% design stage, which is the most substantial design point. The design submittal has been sent to MassDOT for review. Once comments are received from MassDOT the Town can finalize the design plans

## **VII. ADMINISTRATION, BUDGET, AND POLICY**

1. Open discussion with Nashoba Regional High School (NRHS) teachers and Lancaster Board of Selectmen regarding Tri Town Meeting letter (See attached Nashoba Regional High School Teachers' letter)

Selectman Allison spoke to the matter, noting that the letter he felt was directed towards him. He hoped that there could be a discussion with the teachers at the Board of Selectmen's meeting, regarding their concerns.

2. Chapter 61A 28 Runaway Brook Road, Lot 18A, Right of First Refusal. Vote may be taken.

Town Administrator Pacheco reported the to Board of Selectmen that most of the Boards and Committee responded to the Chapter 61A 28 Runaway Brook Road, Lot 18A and have no desire to purchase the property. He further noted that Town still has 45 days to respond and there is no pressure for the Board to act on this at this meeting. Mr. Pacheco stated that the once everyone has responded to the Right of First Refusal, the Board will then act on this.

Selectman Allison noted that as a rule of thumb in general to wait the full the waiting period is met.

*Selectman Sendrowski moved to not exercise its option under MGL Chapter 61A, Section 14, to meet a bona fide offer to purchase the parcel of land owned by Meadowbrook Orchard, Inc., known as 28 Runaway Brook Road, Lot 18A, Lancaster, Massachusetts, Worcester Registry of Deeds at Plan Book 921, Plan 55. Chairman Moody Seconded. Jason A. Allison vote No, Jay M. Moody vote Aye and Walter F. Sendrowski vote Aye. Motion passes [2-1-0]*

3. Development of survey to be placed on town website and at all departments as to the rating of service received from the public

Chairman Moody would like to a survey created and placed on the town's website. The survey will be for all departments where the rating of service received from the public. He further noted that he would like to have Committee formed with 3 employees from the Town on the Committee. He believes there should be more data and information.

Town Administrator Pacheco stated that with this survey, it could change the Town Employees' working conditions which may impact Collective Bargaining. He further stated that he does not see the benefit in this as departments functions very differently from each other.

Selectman Sendrowski stated that this request would show no confidence in the Town Employees, especially during this time of Covid 19 Pandemic.

Selectman Allison would like to see as a survey just as many service industries; which can be valuable to the town.

Roy Mirabito supports Chairman's Moody idea of having a survey, noting it serves a lot a value.

Mark Grasso stated that there is some value on having a survey, however he would caution the Board of Selectmen, noting there needs to be some thought on how it is created.

Katherine Holden noted that the survey should not be anonymous; further noting there should be some accountability on both sides of the survey.

Town Administrator Pacheco stated that the survey should also include *what can the Town do better.*

Chairman Moody and Town Administrator Pacheco will set up a meeting with the Town Employees regarding the survey.

4. Town Administrator office hours

Chairman Moody would like to see some set office hours for the Town Administrator, in which the residents can meet with him.

Mr. Pacheco noted that prior to Covid, he did have office hours on Monday evenings prior to Selectmen's meetings. He further noted that he can be reached on his cell phone, which is on the website.

Selectman Allison's would like to know what are the Town's staff office hours. Noting contact information and when the staff is remote.

Mr. Pacheco noted that the staff no longer remote, however given Covid, it may go back to remote.

5. Schedule of Town Administrator to be available for selectmen

Chairman Moody is looking for scheduled time when the Town Administrator will be out of the office, such as vacation time.

Mr. Pacheco noted that he does notifies his office when he will not be in; if it will be more than 2 days.

6. List of special Municipals Employees

Selectman Allison would like to review list of all of the titles that have the Special Municipal designations.

7. Discussion of Town Moderator as Special Employee

Chairman Moody noted that he spoke to Town Moderator from another Town, and concurred that Town Moderators should be a special municipal employee, and Chairman Moody agreed.. Both Selectman Allison and Sendrowski concurred with Chairman Moody. Chairman Moody stated that the vote will stand regarding the Town Moderator becoming a special municipal employee.

## **VIII. APPOINTMENTS AND RESIGNATIONS**

Appointment - Withdrawn

Planner Director – Nathan Boudreau

Resignation

Conservation Commission: Bonnie Mae Smith effective immediately

*Selectman Sendrowski moved to reluctantly accept Bonnie Mae Smith's resignation from Conservation Commission. Selectman Allison Seconded. Jason A. Allison vote Aye, Jay M. Moody vote Aye and Walter F. Sendrowski vote Aye. [3-0-0]*

## **IX. LICENSES AND PERMITS - NONE**

## **X. NEW BUSINESS \***

*\*This item is included to acknowledge that there may be matters not reasonable anticipated by the Chair.*

Discussion on the Special Town Meeting

John Farnsworth, Chair of the Board of Health, updated the Board of Selectmen regarding the upcoming Special Town Meeting. He noted that the Board of Health and others met at the Mary Rowlandson Elementary School recently to work out the logistics due to the Pandemic. He further noted that with the increase of Covid cases in the Town of Lancaster, the Board of Health is not comfortable with having a Special Town Meeting at this time.

Discussion on if there should there be a Special Town Meeting or can the Special Town Meeting be postponed

Town Administrator Pacheco noted that he has a call into Town Council regarding this issue as well as the Department of Revenue (DOR).

Mr. Pacheco further stated that there are two issues to look at:

- 1) Mr. Mirabito's request to have the Selectmen sponsor Article #4; and
- 2) Analysis what the real impact would be, should the Town postpone the Special Town Meeting.

Town Moderator O'Neil stated that he is willing to show up at the Town Meeting.



Suggestion from the Board to hold the Special Board of Selectmen meeting regarding the Town Meeting within the very near future to discuss the Special Town Meeting.

<b>XI. COMMUNICATIONS</b>
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Town Administrator Pacheco announced that 4-H will not be doing caroling or any events of any kind for Christmas, due to the Covid Pandemic.

<b>XII. ADJOURNMENT</b>
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Seeing no further business, on Motion by Selectman Sendrowski, seconded by Selectman Allison, it was unanimously voted. The Board of Selectmen adjourned at 8:43P.M.

Respectfully submitted

Kathleen Rocco  
Executive Assistant

  
Jason A. Allison, Clerk  
Approved and accepted: 12/7/20







# MINUTEMAN REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

## Athletic Complex Project Phase I Update



**MINUTEMAN**  
A REVOLUTION IN LEARNING

October 27, 2020

# MASTER PLAN (FULL BUILD) OVERVIEW



## **STADIUM TRACK AND FIELD**

- COMPETITION TRACK AND TRACK EVENTS
- MULTI-USE SYNTHETIC TURF FIELD
- TRACK AND FIELD LIGHTING
- VEHICLE TURN AROUND AND DROP-OFF

## **SOFTBALL FIELD**

- SYNTHETIC TURF VARSITY SOFTBALL FIELD
- SYNTHETIC TURF HALF-SIZE FIELD IN OUTFIELD
- DUGOUTS, BULLPENS, & BATTING CAGE
- BLEACHERS
- FIELD LIGHTING

## **ATHLETIC BUILDING AND BLEACHERS**

- 1,200 SEAT BLEACHERS
- PRESS BOX
- RESTROOMS
- CONCESSIONS
- TEAM ROOMS
- STORAGE

## **TENNIS COURT**

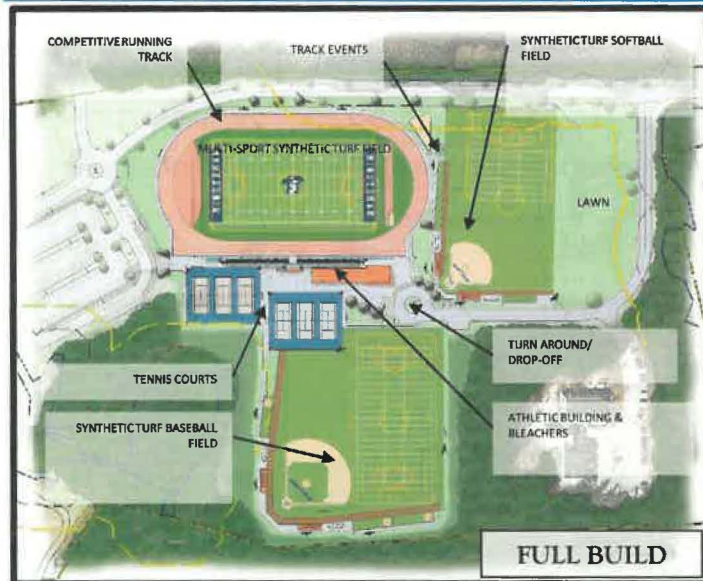
- 6 TENNIS COURTS
- COURT LIGHTING

## **BASEBALL FIELD**

- SYNTHETIC TURF VARSITY BASEBALL FIELD
- SYNTHETIC TURF FULL-SIZE FIELD IN OUTFIELD
- DUGOUTS, BULLPENS, & BATTING CAGE
- BLEACHERS
- FIELD LIGHTING



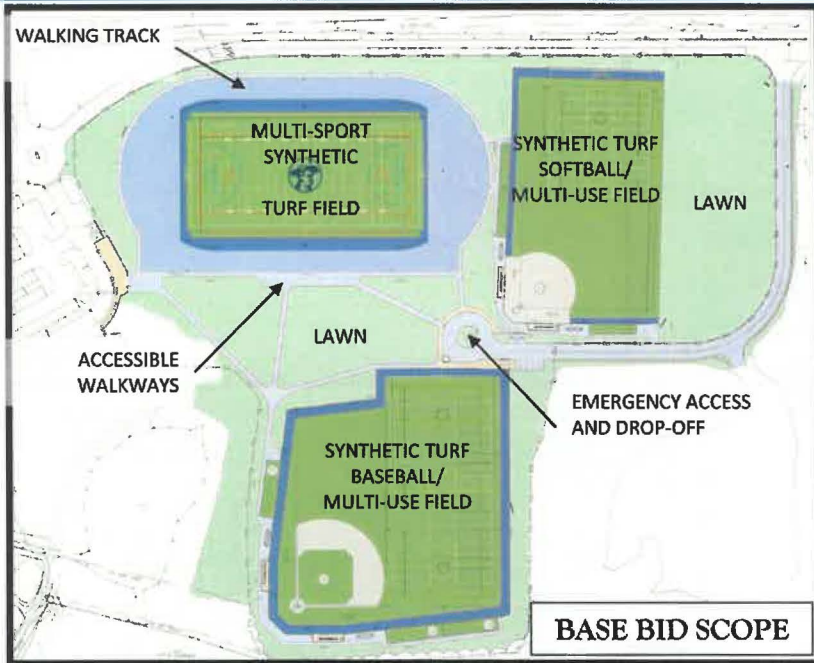
# PROJECT SCOPE REDUCTION



## DESIGN CONSIDERATIONS

- EACH FIELD MUST MEET NATIONAL FEDERATION OF STATE HIGH SCHOOL ASSOCIATIONS (NFHS) REQUIREMENTS
- PROVIDE A SAFE FACILITY FOR ATHLETES, SPECTATORS, & VISITORS
- MAXIMIZE REVENUE POTENTIAL THROUGH RENTALS
- MINIMIZE IMPACT TO APPROVED SITE PLAN
- ≤ \$5,915,000

# PROJECT BASE BID SCOPE



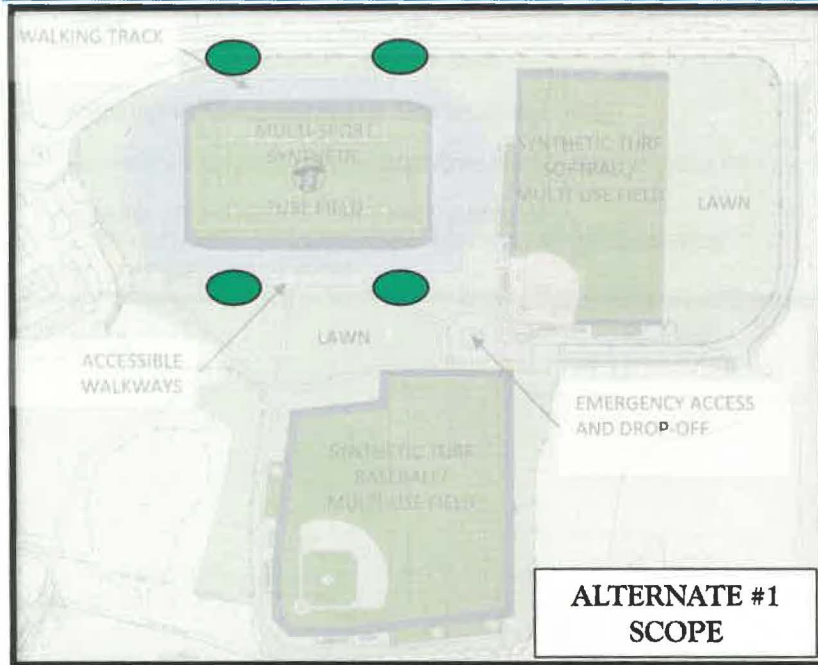
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## BASE BID SCOPE

- MULTI-SPORT SYNTHETIC TURF STADIUM FIELD & EQUIPMENT
- ASPHALT WALKING TRACK & SPECTATOR FENCING
- SYNTHETIC TURF SOFTBALL/ MULTI-USE FIELD, DUGOUTS, BULLPENS, & BATTING CAGE
- SYNTHETIC TURF BASEBALL/ MULTI-USE FIELD, DUGOUTS, BULLPENS, & BATTING CAGE
- EMERGENCY VEHICLE ACCESS & VISITOR VEHICLE DROP-OFF/ PICK-UP LOOP
- ACCESSIBLE WALKWAYS, SAFETY NETTING, & SPECTATOR VIEWING AREAS
- MAINTENANCE EQUIPMENT
- SCOREBOARDS & UTILITIES FOR EACH FIELD

# PROJECT BID ALTERNATES SCOPE



## DESIGN CONSIDERATIONS

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## ALTERNATE #1

- STADIUM FIELD LIGHTING

## ALTERNATE #2

- SOFTBALL/ MULTI-USE FIELD LIGHTING

## ALTERNATE #3

- BASEBALL/ MULTI-USE FIELD LIGHTING

## ALTERNATE #4

- COMPETITIVE RUNNING TRACK AND TRACK EVENTS

## ALTERNATE #5

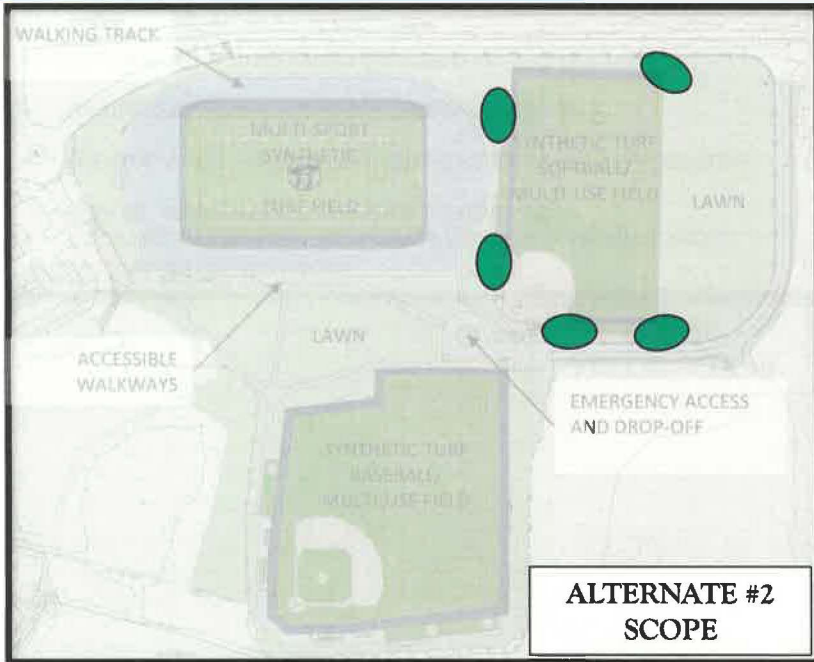
- NON-FIXED TRACK EQUIPMENT

## ALTERNATE #6

- PERIMETER FENCING



# PROJECT BID ALTERNATES SCOPE



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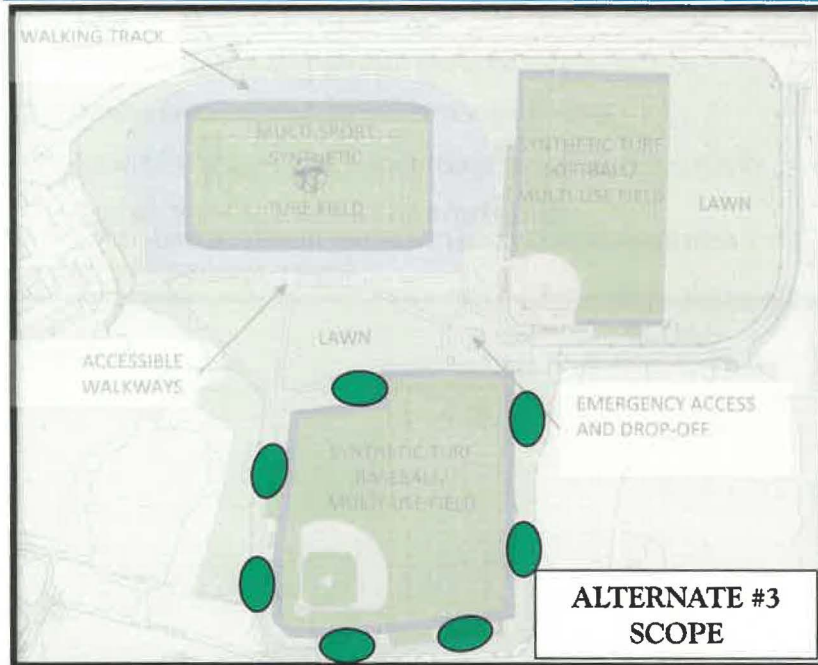
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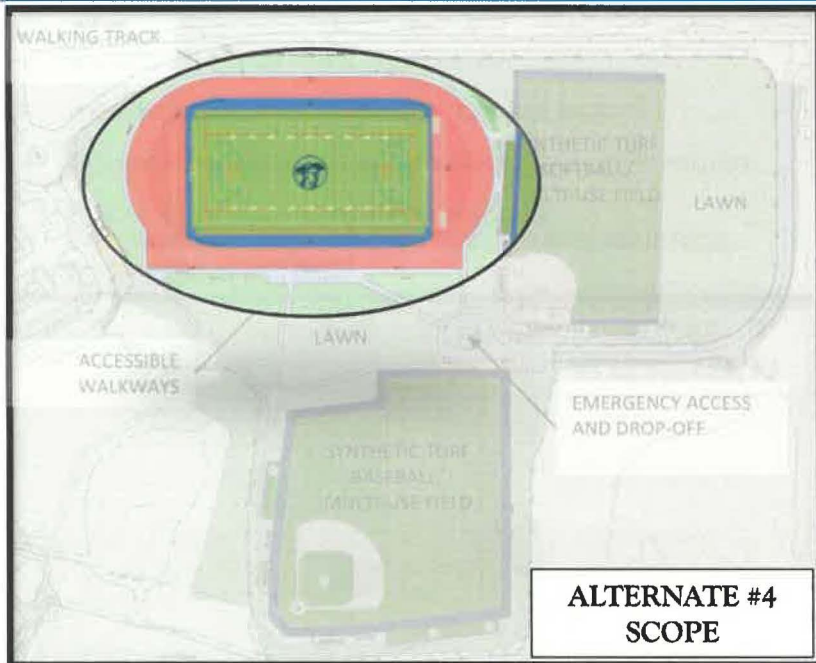
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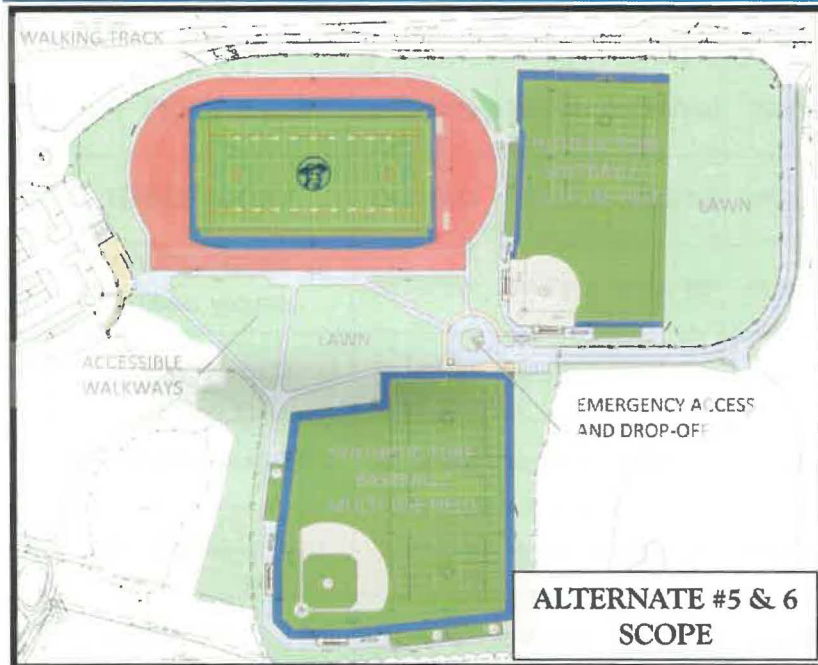
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- PERIMETER FENCING

## BID RESULTS: OCT 7, 2020

Company	Bid Price	Alt 1 Stadium Lighting	Sub-Total W/Alts 1	Alt 2 Softball Lighting	Sub-Total W/Alts 1 -2	Alt 3 Baseball Lighting	Sub-Total W/Alts 1 -3	Alt 4 Track & Field	Sub-Total W/Alts 1 -4	Alt 5 Equip	Sub-Total W/Alts 1 -5	Alt 6 Fence	Total W/Alts 1 -6
<b>Heimlich Construction</b>	<b>\$4,444,000</b>	\$400,000	<b>\$4,844,000</b>	\$259,000	<b>\$5,103,000</b>	\$360,000	<b>\$5,463,000</b>	\$614,000	<b>\$6,077,000</b>	\$283,000	<b>\$6,360,000</b>	\$90,000	<b>\$6,450,000</b>
<b>Quirk Construction</b>	<b>\$5,350,000</b>	\$400,000	<b>\$5,750,000</b>	\$240,000	<b>\$5,990,000</b>	\$353,000	<b>\$6,343,000</b>	\$720,000	<b>\$7,063,000</b>	\$250,000	<b>\$7,313,000</b>	\$95,000	<b>\$7,408,000</b>
<b>D.W. White &amp; Son</b>	<b>\$5,610,000</b>	\$425,810	<b>\$6,035,810</b>	\$253,857	<b>\$6,289,667</b>	\$375,390	<b>\$6,665,057</b>	\$719,260	<b>\$7,384,317</b>	\$265,065	<b>\$7,649,382</b>	\$109,367	<b>\$7,758,749</b>
<b>Argus Construction</b>	<b>\$5,760,000</b>	\$440,000	<b>\$6,200,000</b>	\$270,000	<b>\$6,470,000</b>	\$405,000	<b>\$6,875,000</b>	\$650,000	<b>\$7,525,000</b>	\$310,000	<b>\$7,835,000</b>	\$99,000	<b>\$7,934,000</b>
<b>R.A.D. Sports</b>	<b>\$5,979,000</b>	\$471,145	<b>\$6,450,145</b>	\$288,392	<b>\$6,738,537</b>	\$427,046	<b>\$7,165,583</b>	\$926,714	<b>\$8,092,297</b>	\$90,857	<b>\$8,183,154</b>	\$105,070	<b>\$8,288,224</b>
<b>Green Acres Construction</b>	<b>\$6,355,406</b>	\$423,573	<b>\$6,778,979</b>	\$264,219	<b>\$7,043,198</b>	\$403,112	<b>\$7,446,310</b>	\$850,244	<b>\$8,296,554</b>	\$278,494	<b>\$8,575,048</b>	\$98,435	<b>\$8,673,483</b>
<b>FieldTurf USA</b>	<b>\$6,414,528</b>	\$461,265	<b>\$6,875,793</b>	\$310,160	<b>\$7,185,953</b>	\$413,052	<b>\$7,599,005</b>	\$1,483,003	<b>\$9,082,008</b>	\$229,510	<b>\$9,311,518</b>	\$142,380	<b>\$9,453,898</b>
<b>H.I. Stone &amp; Son</b>	<b>\$6,419,000</b>	\$495,000	<b>\$6,914,000</b>	\$294,000	<b>\$7,208,000</b>	\$424,000	<b>\$7,632,000</b>	\$1,021,000	<b>\$8,653,000</b>	\$278,000	<b>\$8,931,000</b>	\$105,000	<b>\$9,036,000</b>

## ANALYSIS OF LOW BID RECEIVED – HEIMLICH CONSTRUCTION

<u>Phase - Scope</u>	<u>Amount</u>	<u>Cum. Amount</u>
Base Bid – Construct 3 Synthetic Turf Athletic Fields	\$4,444,000	\$4,444,000
Alt 1 – Stadium Field Lighting	400,000	4,844,000
Alt 2 – Softball Field Lighting	259,000	5,103,000
Alt 3 – Baseball Field Lighting	360,000	5,463,000
Alt 4 – Track & Field	614,000	6,077,000
Alt 5 – Equipment	283,000	6,360,000
Alt 6 – Perimeter Fencing	90,000	6,450,000



## SCHOOL COMMITTEE APPROVED FUNDING PLAN - UPDATE

Source of Funds	School Committee Vote 6/23/20	Update 10/20/20	Difference
Surplus Funds - MSBA Project	4,100,000	3,887,000	(213,000)
Facilities Revolving Account	615,000	615,000	
Stabilization Account	<u>1,250,000</u>	<u>1,250,000</u>	
Budget Change	5,965,000	5,752,000	(213,000)

## LOWEST QUALIFIED BID INCLUDING ALTERNATES

Project Components	Base Bid + Soft costs	Sub-Total W/Alt 1	Sub-Total W/Alts 1-2	Sub-Total W/Alts 1-3	Sub-Total W/Alts 1-4	Sub-Total W/Alts 1-5	Total W/Alts 1-6
Construction Budget	4,444,000	4,844,000	5,103,000	5,463,000	6,077,000	6,360,000	6,450,000
Contingency	444,400	484,400	510,300	546,300	600,000	600,000	600,000
SKANSKA (OPM)	315,000	315,000	315,000	315,000	315,000	315,000	315,000
KBA (Architect)	155,000	155,000	155,000	155,000	155,000	155,000	155,000
Other Costs (Fees, etc.)	141,000	141,000	141,000	141,000	141,000	141,000	141,000
<b>Total – Project</b>	<b>5,499,400</b>	<b>5,939,400</b>	<b>6,224,300</b>	<b>6,620,300</b>	<b>7,288,000</b>	<b>7,571,000</b>	<b>7,661,000</b>
<b>10/27 Budget</b>	<b>5,752,000</b>	<b>5,752,000</b>	<b>5,752,000</b>	<b>5,752,000</b>	<b>5,752,000</b>	<b>5,752,000</b>	<b>5,752,000</b>
<b>DIFFERENCE</b>	<b>\$252,600</b>	<b>\$187,400</b>	<b>\$472,300</b>	<b>\$863,300</b>	<b>\$1,536,000</b>	<b>\$1,819,000</b>	<b>\$1,909,000</b>

## FINANCIAL BENEFITS OF PHASE 1 ATHLETIC FIELDS

- **ANNUAL FIELDS RENTAL REVENUE FROM PHASE I COMPLETE** (per Ballard-King report)
  - **\$340,000 – Year 1 (FY22)**
  - **\$450,000 – Year 2 (FY23) onward**

*NOTE: The full build (Phase II) if completed, includes lighted Tennis Courts, concessions, locker rooms, bathrooms, etc. and will increase revenue to Facilities Revolving Accounts.*

- **PHASE I COMPLETED AVOIDS RENTAL FEES & TRANSPORTATION COSTS FOR MINUTEMAN ATHLETIC PROGRAMS: SAVING **\$75,000 - \$100,000/YR.****
- **PHASE I COMPLETED FIELDS WILL ADD RENTAL REVENUE WITH OTHER DISTRICT SPACE (Theatre, gymnasium, corporate meeting rooms, restaurant)**



## OVERVIEW OF BUDGETED ANNUAL DEBT AND REVENUE

	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28
<b>MSBA Project</b>	\$4,543,832	\$5,642,363	\$5,594,238	\$5,440,613	\$5,586,613	\$5,568,613	\$5,618,463	\$5,698,888
<b>ESCO Lease</b>	\$520,453	\$535,137	\$550,408	\$566,290	\$582,808			
<b>Field Alts 1-6 10 Yr @ 1.7%</b>		\$223,250	\$219,925	\$216,600	\$213,275	\$209,950	\$206,625	\$203,300
<b>TOTAL</b>	\$5,064,285	\$6,400,750	\$6,364,571	\$6,223,503	\$6,382,696	\$5,778,563	\$5,825,088	\$5,902,188
<b>Facilities Revolving Account Funds</b>								
<b>Rental Revenue from Alts 1-6</b>		\$100,000	\$340,000	\$450,000	\$450,000	\$450,000	\$450,000	\$450,000
<b>Set Aside to Capital Reserve Acct</b>			(\$168,000)	(\$168,000)	(\$168,000)	(\$168,000)	(\$168,000)	(\$168,000)
<b>Payment Field Alts 1-6 10 Yr @ 1.7%</b>		(\$223,250)	(\$219,925)	(\$216,600)	(\$213,275)	(\$209,950)	(\$206,625)	(\$203,300)
<b>DIFFERENCE</b>		(\$123,250)	(\$47,925)	\$65,400	\$68,725	\$72,050	\$75,375	\$78,700

## PROJECT SCOPE – PHASING 1

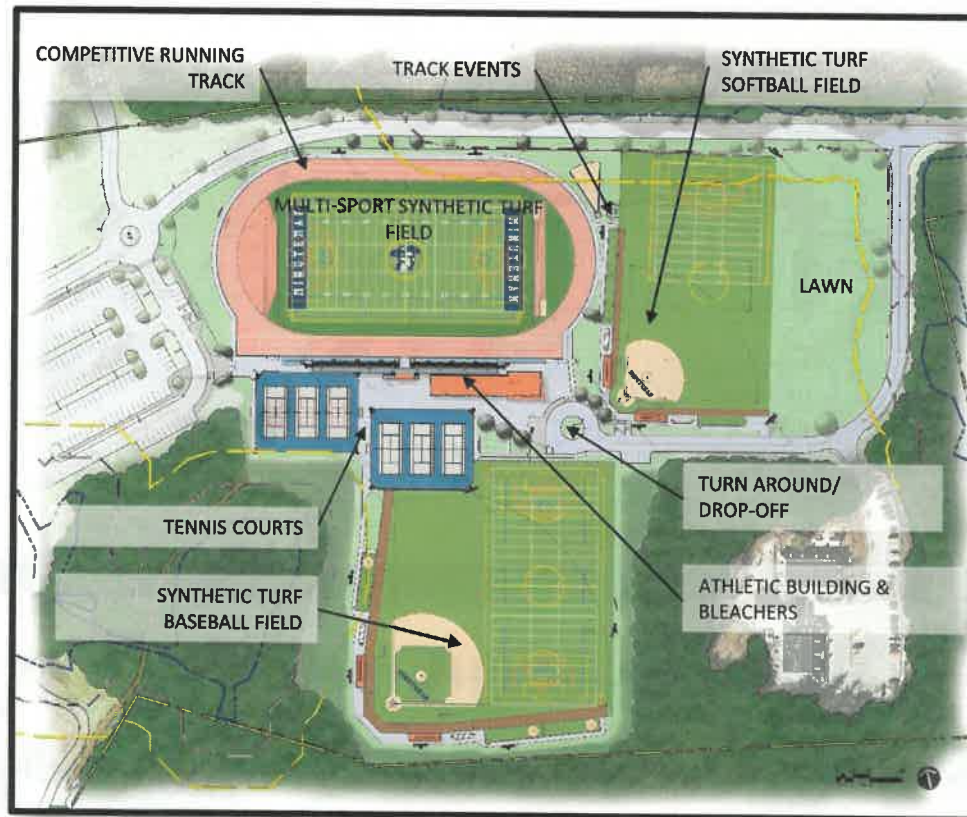
### ANTICIPATED PROJECT CONSTRUCTION SCHEDULE

- **PROJECT AWARD** 10/28/2020
- **SUBMITTALS** 10/29/2020 – 12/18/2020
- **MOBILIZATION** 11/16/2020
- **SITE & BASE WORK** WINTER 2020 – SPRING 2021
- **SYNTHETIC TURF** SUMMER 2021
- **MISC. SITE & LANDSCAPING** FALL 2021
- **SUBSTANTIAL COMPLETION** OCTOBER 2021



## CONSTRUCTION PHASING OPTIONS: PHASE 2

### COMPLETE ATHLETIC FACILITY (FULL BUILD **TO BE BUILT LATER**)



#### SCOPE OF WORK

- **FULL-BUILD**
- MULTI-SPORT SYNTHETIC TURF FIELD
- COMPETITIVE RUNNING TRACK
- TRACK EVENTS
- TRACK AND FIELD LIGHTING
- VEHICLE TURN AROUND/ DROP-OFF LOOP
- SYNTHETIC TURF VARSITY SOFTBALL FIELD
- SYNTHETIC TURF VARSITY BASEBALL FIELD
- BASEBALL AND SOFTBALL FIELD LIGHTING
- **ATHLETIC BUILDING**
- **1,200 SEAT STADIUM BLEACHERS**
- **TENNIS COURTS AND LIGHTING**

#### ESTIMATED PROJECT COST

▪ CONSTRUCTION	\$18,500,000
▪ ESCALATION	\$ 650,000
▪ OWNER SOFT COSTS	\$ 1,150,000
▪ <b>TOTAL</b>	<b>\$20,300,000</b>

#### ANTICIPATED PROJECT SCHEDULE

▪ DESIGN	JUNE - JULY 2020
▪ BIDDING	AUGUST 2020
▪ CONSTRUCTION	SEPT. 2020 – OCT. 2021 (14 MONTHS)
▪ ESTABLISHMENT	N/A



# MINUTEMAN REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

## Athletic Complex Project Update



Thank You!  
**QUESTIONS?**



**MINUTEMAN**  
A REVOLUTION IN LEARNING

**SCHOOL BUILDING COMMITTEE**

October 27, 2020

<b>Athletic Fields (Borrowing \$1,909,000 10yr@ 1.7% based on 10/1/20 enrollment share)</b>											
	<b>TOTAL</b>										
<b>FISCAL</b>	<b>ANNUAL</b>	<b>Town</b>	<b>Acton</b>	<b>Arlington</b>	<b>Bolton</b>	<b>Concord</b>	<b>Dover</b>	<b>Lancaster</b>	<b>Lexington</b>	<b>Needham</b>	<b>Stow</b>
<b>YEAR</b>	<b>PAYMENT</b>	<b>% Share</b>	<b>9.79%</b>	<b>34.55%</b>	<b>3.59%</b>	<b>8.00%</b>	<b>1.95%</b>	<b>10.90%</b>	<b>15.96%</b>	<b>7.13%</b>	<b>8.13%</b>
2021	-										
2022	223,250.00		21,858	77,130	8,018	17,865	4,352	24,338	35,634	15,915	18,140
2023	219,925.00		21,533	75,981	7,898	17,599	4,288	23,975	35,103	15,678	17,870
2024	216,600.00		21,207	74,832	7,779	17,333	4,223	23,613	34,572	15,441	17,600
2025	213,275.00		20,882	73,684	7,659	17,067	4,158	23,250	34,041	15,204	17,329
2026	209,950.00		20,556	72,535	7,540	16,801	4,093	22,888	33,511	14,967	17,059
2027	206,625.00		20,230	71,386	7,421	16,535	4,028	22,525	32,980	14,730	16,789
2028	203,300.00		19,905	70,237	7,301	16,269	3,963	22,163	32,449	14,493	16,519





## **Lancaster Economic Development Committee (Ad Hoc)**

### **Report to the Board of Selectmen 11/4/2020 (final)**

It is the recommendation of the Ad Hoc Lancaster Economic Development Committee that a permanent Economic Development Committee be established. This Economic Development Committee (EDC) would be advisory and would not have any statutory authority. The EDC would work with the Town of Lancaster's Planning Director, business, and real estate development communities to promote responsible business and residential development in Lancaster.

The EDC will act as a collaborative body to help shape proposed projects towards the Town's best interests. This process should be in each developer's financial best interest due to a more efficient, and thus potentially less expensive, planning process and increased certainty of successful project completion.

The committee should include the Town Planner as an ex-officio member. Regular members should include representatives of Planning board, Historical Commission, Conservation Commission, and other interested citizens.

### **Mission Statement**

Through the Director of Planning and Economic Development Committee, assist and advise:

- Work with Lancaster's Planning Director to advise businesses and developers on their projects with the goal of being a collaborative body helping shape proposed projects so they address Lancaster's business and housing needs. This includes advice on how those projects might better fit with the Town's history and rural character, including its architecture, scenic roads, farms, fields, and open spaces;
- Analyze barriers to economic development and support the creation of bylaws, policies, regulations, and zoning to address those barriers, foster economic growth, and strengthen the local economy consistent with the goals of Lancaster's Master Plan;
- Advise the Lancaster Board of Selectmen, Planning Board, and other Town boards and committees concerning Lancaster's economic development issues and trends;
- Develop recommendations to better support existing businesses and attract new businesses;
- Support public and private initiatives related to business retention, business attraction, business development, workforce development, entrepreneurship, infrastructure to support economic growth, and redevelopment of sites and buildings;
- Actively consult with Lancaster's existing small and large businesses and local Chamber of Commerce on economic development issues to better understand Lancaster's changing economy and business needs;
- Support the pursuit of grants (or other available revenue sources) to enhance Lancaster's economic development and planning.
- Support activities promoting a sustainable economy that will create quality employment opportunities and a broadened tax base for Lancaster and its residents and work with other public and private entities to promote the economic well-being of the community and participate in regional economic development efforts.



## Appendix

### Background

On Sept 20, 2020 Jay Moody (chairman of the Board of Selectman) Charged a group of individuals (the Lancaster Economic Development Committee) in an AD Hoc fashion to explore the following:

The Town of Lancaster had the Montachusett Reginal Planning Commission wrote an economic development plan in 2015. In section 4 proposals and recommendations the first proposal is to re-establish a local Economic Development Committee.

I would like this ad hoc committee to decide if this would be a benefit for the town of Lancaster. This committee would meet with proposed developers and existing businesses to try and bridge the gap between the planning board and zoning needs of the town and help shepherd development before it comes to the planning board and to try and make the process smoother and correct.

This plan will be on the town website and should be used as a tool. Many other towns have committees on their websites with mission statements,

I would like this committee to come back to the selectmen with an answer if this is good direction for the town at the first Select meeting in Dec 2020

### From the 2017 Master Plan

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#### I. THE TOWN WE WANT

##### BACKGROUND

As members of the Lancaster community, notwithstanding our diversity, we are united in wanting our Town to maintain and strengthen the qualities which make it the town we want.

The things we cherish most about Lancaster include its heritage, its farmland, woods and open space, its beautiful rivers and ponds, education, and its people. We want to preserve its rural, historic character at the same time as we want business and job opportunities for local residents to expand. We want the new homes and buildings that come to Lancaster to be located, designed, and used in harmony with the historic land use tradition and pattern of the town. Too often, in Lancaster as in other towns, this hasn't been achieved in the current era.

We also want affordable opportunities for our young people to have their own homes and to be able to continue living in the town in which they grew up. We want to continue to preserve and protect the Town Green and its ring of historic buildings – the jewel and centerpiece of our community. At the same time, we look forward to having an enhanced ability to walk among both businesses and public facilities that serve our needs within an integrated town center where we can encounter and mingle with our community neighbors from around the town.

We value all the residents of our community, and we want a town government that continues to give priority to services to meet citizen needs, at the same time as it continues mindful monitoring of municipal expenditures and seeks appropriate expansions of the tax base. We cherish our children and our youth, their enthusiasm and their energy, and are committed to working to meet their needs for activities, gathering places, and ability to move safely around the town. We respect and value our elders, and are dedicated to working to ensure that they can remain living in their own community in their later years, and that they, too, have a gathering place which they can call their own. We will work to improve communication between town government and the community it serves, between the town and its institutions, and among town departments themselves.

We see a future where visitors and tourists come to Lancaster to admire its beautiful, historic buildings, its traditional New England green, to canoe and kayak on the lovely Nashua River; and to pick apples and buy fresh produce from local farms.

We look forward to the day when our working citizens no longer have to commute long distances to far away jobs and endure hours of traffic congestion, but rather can work at locations in or near Lancaster, or even telecommute from their own homes. We see a time when the currently ever-increasing traffic through our town begins to decrease as a result of our efforts to work together with the other communities in our region to better coordinate land use, new development, and improve public transportation. We see the day when we and our children can bike and walk through large areas of town on trails connecting to neighboring communities and the larger region, safe from traffic.

Even as the town has grown larger, the quality of life here has remained high, in large measure owing to our good public and private schools, the institutions of higher learning in our community, and our ability to preserve our small town atmosphere and history. We recognize the value and increasing fragility of our natural resources – our water, our river, our woods and open fields with their wildlife inhabitants – and we understand their critical importance to both the local and regional ecosystems and to our quality of life as residents of our town and also members of that ecosystem. We have come to understand better how our human behavior directly affects that ecosystem – for better or for worse – and we are committed to being good ecological citizens within that ecosystem.

The Lancaster we want in 25 years will be as different from today as today's Town is from that of the 1970s; but we want it to be recognizable as Lancaster – its historic village character intact, open space, woodlands, wild river frontage, and rural character preserved - a place for people of all ages and types.

## **GOALS AND OBJECTIVES**

These are our most basic goals and objectives for the town we want.

- To protect and preserve the Town's rural and historic character, its ponds, rivers and wetlands, its physical landscape and historic buildings, its classic New England pattern of village and working countryside. We recognize that the regulatory structure of our Town is largely what will make this possible.
- To create a Town Center where people of all ages can come together at gathering places, where small businesses of appropriate scale and type thrive, and where people can safely walk among these businesses and civic places for service, visiting, and recreation.
- To encourage business development that is appropriate in type, location, and design so that it enhances its surroundings, rather than having to be shielded from them.
- To participate in long term regional initiatives to reduce the volume of traffic flowing through Lancaster, and in shorter-term initiatives for safer traffic flow and control.
- To promote and increase safe biking and pedestrian alternatives and, if feasible, public transportation alternatives to drive-alone car travel.
- To continue to preserve and manage important farmland, open space and woodlands in Lancaster, including:
  - Improvement and support for recreation facilities such as trails, fields, and public beach areas;
  - Protection for Lancaster's important natural resources, including the Town water supply, ponds, wildlife habitat, and the Nashua River.
- To increase the supply of affordable housing in Lancaster so as to enable Lancaster's young people and elders to continue to live in their home community.

- To continue to maintain a balance among appropriate service provision, community investment, and a moderate tax burden.
- To reflect in all that we do the uniqueness and diversity of the various villages, neighborhoods, and other distinctive areas of the Town, while at the same time unifying them in terms of connectedness, shared vision, and equitable services.





The Nashoba Regional High School faculty are deeply concerned that a very small but very vocal minority of district parents are trying to hijack the operational decisions made by the educational professionals of the school district and the high school.

The professional staff of the district spent weeks in serious deliberation with input from all parties to choose the best learning model for the high school under these very trying circumstances. The professional staff in conjunction with the duly elected school committee made an informed and rational decision that what is best for the education of our students is to be fully remote at the high school. That decision was not arbitrary or capricious or made in secret, but a fully informed and deliberate decision made in response to a complex set of variables.

This small minority disagrees with the remote decision. Rather than accept it, they have gone to lengths to apply political pressure to have their way. They have badgered district administration. When they didn't get their way with the school district, they went to the town selectmen which led to the awful tri-town meeting Oct. 14. The social media pages they post on are full of stretched and distorted information and outright incorrect information. They couch their demands in other terms: lack of transparency, lack of communication, just wanting a plan to move forward. But these are all red herrings; there has been full transparency and communication. Their message is loud and clear: we think hybrid is better, so you must too. Never mind that with hybrid, hundreds of high school students will elect to opt out. Never mind that hundreds of families are satisfied with remote.

Just so that we are clear: the hybrid model is not a magic bullet. Every model has pros and cons and the hybrid model has serious cons. It is not a given that hybrid model is superior; in fact we think that full remote is best for learning as it maximizes instructional time for students. Switching to hybrid will create a major lurch in instruction just as we are gaining our stride with remote learning.

This statement is not really meant to debate the merits of a full-remote vs. a hybrid model, although this is today's hot issue. This statement is to support a professional process for decision making in the school district. This small parent group wants to hijack the process for their own ends. We can't have this.

To the selectmen of the three towns: You have a responsibility to all your constituents, not just this one small parent group. Your lack of due diligence in preparation for the tri-town meeting was appalling. Taking the words of this vocal minority parent group as gospel, presuming as fact that hybrid is superior to full remote without any pre-discussion with the school district administration was poor governing at best, cheap political grandstanding at worst. The same goes for couching your attempt to ambush in terms of lack of communication and fact-finding. If you have time to engage this parent group and get their version of facts before the meeting, then you have time to engage with the school committee and district administration before the meeting. To insinuate throughout tri town meeting that the district professional staff was not working with all due diligence and transparency was at best terribly disrespectful and at worst intellectually dishonest. Aren't we obviously in a situation that no matter what decisions are made, there are bound to be disgruntled minorities? Why was there no acknowledgement at all of the parents in the tri town meeting chat that were supportive of remote?

To the families and members of the community: Thank you for your unwavering support of the schools. We are dedicated to making Nashoba a place of excellence.

To this vocal group of parents: While we value parent input, we won't always agree. The operational decisions of the district need to be made by the educational professionals of the district. We are all invested in giving the children of the district the best education possible. Right now, you are not helping, you are disrupting. You are creating an atmosphere of chaos and intimidation where people are unable to do their jobs. This is not the way to do business if you want a strong and stable school system.

To the School Committee: you have statutory rights and responsibilities. Of course community input is important, but the educational decisions which run our district cannot be made by a small minority of disgruntled parents or by political grandstanding. The only result of that is chaos. Please do not let the small but extremely vocal minority of citizens have undue influence and strong-arm the decisions you make.

To the District Administration: Thank you for all your hard work to manage the district through these times. We know it is a difficult environment to work in when no matter what decision is made, someone will be unhappy. We are all working hard together to do the best that we can for the children in the district.

Kate Abruzzese  
Stravos Andreopoulos  
Maura Bailey  
Sean Bailey  
Nicole Barr  
Heidi Beigel  
Chris Berthiaume  
Dan Berube  
Lauren Bullard  
Pat Clark  
Peter Connery  
Ross Cormier  
Corinne Cressman  
Greg Denson  
Jenn d'Entremont  
Nuria Diaz Canales  
Kristen Diggins  
Sarah Dodd  
Maureen Dumais  
Diana Durr  
Sarah Egan  
Matt Ettinger  
Melissa Foley-Procko  
Al Fordiani

David Form  
Jonathan French  
Judy French  
Emily Frisch  
Cheryl Gallagher  
Rob Gendron  
Katie Giannetti  
Rachel Glenister  
Dan Glover  
Samantha Good  
Robert Griffith  
Taryn Grigas  
Kristin Hera  
Katherine Jankun  
Rhonda Jardine-Yeats  
Rick Kempskie  
Andrew LeBlanc  
Elspeth Macdonald  
Danielle MadDowell  
Lauren Mahoney  
Jessica Martel  
Joe McCarthy  
Laurie McDonald  
Beth McNamara

Owen Murphy  
Joya Mutti  
Diane O'Neil  
Kyle Owens  
Jennifer Panarelli  
Linda Peer  
Athena Polymeros  
Nathan Prichard  
Kim Rocha  
Trevor Short  
Melissa Snediker  
Jodi Specht  
Jaana Thorarensen  
Michael Tollefson  
Susan Triantafillou  
Jamie Tucker  
Eric Weiss  
Loretta Williams  
Andrew Zercie