



LANCASTER BOARD OF SELECTMEN
Regular Meeting Minutes
Of May 21, 2018

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 Nashaway Meeting Room, Second Floor, located in the Prescott Building, 701 Main Street, Lancaster, Massachusetts. Present were Selectmen Walter F. Sendrowski, Mark A. Grasso, Jr., and Town Administrator Orlando.

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 - None

IV. TOWN ADMINISTRATOR'S REPORT

1. Devens Household Hazardous Waste Center Audit

The Devens HHW Center has completed its Audit and found no concerns for management to address with the exception of adding some additional internal controls. Town Administrator Pacheco stated that MassDevelopment does provide accounting and bookkeeping services for the organization. The FY 2018 usage of the center has remained consistent for Lancaster and many of the other member towns

2. Revolutionary War Memorial

The Historical Commission is going to move forward with placing the Monument at Middle Cemetery. Town Administrator Pacheco noted that Historical Commission is working with the DPW on some of the necessary tree removal, which should occur in the next 2 weeks. He further noted that they will then start coordinating with vendors on the monument.

3. Community Center Kitchen Project

The Community center Kitchen Project is started. Demolition has been completed, new flooring has been installed and new sheetrock placed. Anticipated completion date should be around June 15th. Mr. Pacheco commented that the Town is the Host in this project, but this is World Farmers' grant.

4. Dyment Property Closing

The Town has closed on the sale of the property which is located within the Town Forest. The property is listed as Book 58703 Page 119 at the Worcester Registry of Deeds.

5. Complete Streets Sidewalk Project

The complete streets project has been completed with the exception of minor punch list items. All work was completed by allied paving of Chelmsford, MA. The project is being entirely funded by the Complete Streets Grant. Planning Director Noreen Piazza stated that Allied Paving did an outstanding job.

6. MassDOT Public Hearing 70/117 Intersection

The Massachusetts Department of Transportation has scheduled a 75% design Public Hearing on design of the intersections at 70/117 which are Lunenburg Road at Main Street as well as Main Street at Seven Bridge Road. The public hearing is scheduled for Wednesday May 23rd at 7pm in the Prescott Building. The project is recommending some widening, drainage improvements, and signalization.

7. Water Line Reconstruction Work

The Water Line upgrade project is expected to start May 29th starting at the intersection of Langen Road and North Main Street (117) and move west. This portion of work is expected to take at least 8 weeks before moving to the additional areas of work.

V. APPROVAL OF MEETING MINUTES

Selectman Grasso moved to approve and accept the Regular Meeting Minutes of May 7, 2018. Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr., and Stanley B. Starr, Jr., vote Aye. (3-0)

VI. APPOINTMENTS AND RESIGNATIONS -
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Consider to take action on the following Appointments:

Acting Town Clerk, Burial Agent and Registrar

Selectman Sendrowski moved to appoint Dianne Reardon to Acting Town Clerk, Acting Burial Agent & Acting Registrar. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr., and Stanley B. Starr, Jr., vote Aye. (3-0)

Memorial Day Committee

Selectman Grasso moved to appoint Donna Sanginario, 327 Sterling Road, as Member to the Memorial Day Committee, term to expire 6/30/19. Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr., and Stanley B. Starr, Jr., vote Aye. (3-0)

Consider to take action on the following Re-appointments:

Minuteman District School Committee Representative

Selectman Grasso moved to table the appointment of Jennifer Leone, as representative to Minuteman District School Committee. Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr., and Stanley B. Starr, Jr., vote Aye. (3-0)

Board of Appeals

Selectman Sendrowski moved to reappoint to the Board of Appeals, Sarah Gulliver, 717 George Hill Road, Member, term to expire on 6/30/21 and David Stadtherr, 245 Langen Road, Member, term to expire on 6/30/21. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr., and Stanley B. Starr, Jr., vote Aye. (3-0)

Conservation Commission

Selectman Grasso moved to reappoint to Conservation Commission, Tom Christopher, 252 Fort Pond Inn Road, Member, term to expire on 6/30/21 and Nathan Stevens, 141 Schumacher Road, Member, term to expire on 6/30/21. Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr., and Stanley B. Starr, Jr., vote Aye. (3-0)

Animal Control

Selectman Sendrowski moved to reappoint to the Animal Control, Maribeth Eugene, 565 Langen Road, Member, term to expire on 6/30/21 and Philip Eugene, 565 Langen Road, Member, term to expire on 6/30/21. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr., and Stanley B. Starr, Jr., vote Aye. (3-0)

Town Forest Committee

Selectman Grasso moved to reappoint to the Town Forest Committee, Jason Allison, 343 Brockelman Road, Member, term to expire 6/30/19 and Christopher G. Fish, 184 Devonshire Way, Member, term to expire 6/30/21. Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr., and Stanley B. Starr, Jr., vote Aye. (3-0)

Annual Appointments – Terms to expire June 30, 2019:

Selectman Grasso moved to approve the following Annual Appointments as read by the Chair, with terms to expire 6/30/2019:

- Tony Zahariadis – Fence Viewer
- Edwin Burgwinkel, Chief of Police – Keeper of the Lockup
- Ronald W. Valinski – Measurer of Wood & Bark and Sealer of Weights & Measures
- K/P Law & Mirick O’Connell - Town Counsels
- Noreen Piazza – Appointment to the Montachusett Joint Transportation Committee (MJTC)
- Noreen Piazza– Appointment as alternate to the Montachusett Regional Planning Commission(MRPC)
- Dianne Reardon & Kathleen Rocco - Records Access Officers

Selectman Sendrowski Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr., and Stanley B. Starr, Jr., vote Aye. (3-0)

VII. ADMINISTRATION, BUDGET, AND POLICY

1. Review the Special Act for the position of Chief of Police of Lancaster shall be exempt for the provisions of Chapter 31 of the General Laws.

Town Administrator Pacheco explained that after Town Meeting approved the request under Article 9 of the Annual Town Meeting Warrant, the Selectmen must request that Representative Naughton file a Special Legislation to exempt the position of Chief of Police in the Town from the provisions of MGL, chapter 31, the civil service laws.

Selectman Grasso moved to request that Representative Naughton file a Special Legislation to exempt the position of Chief of Police in the Town from the provisions of MGL, chapter 31, the civil service laws. 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 execute Planning Director’s Contract

Town Administrator Pacheco noted that he would like to have some time to research the Planning Director’s Contract, noting concern about a multi-year contract. The Selectmen agreed to have an Executive Session regarding the Planning Director’s Contract at their next meeting.

Selectman Sendrowski moved to table the review of the Planning Director's Contract. Selectman Grasso Seconded. Walter F. Sendrowski vote Aye, Mark A. Grasso, Jr. vote Aye and Stanley B. Starr, Jr. vote Aye. (3-0)

3. Discussion on Building Department Fees Schedule

Town Administrator Pacheco discussed with the Board of Selectmen the Building Department fees are not at the same level as other communities, stressing the need to be competitive. The electrical fees were last addressed in 2015. Mr. Pacheco stated that residential fees will have a small increase, however the commercial side will have a larger increase, noting that the inspectors spend more time and commitment on those projects. Mr. Pacheco is requesting, as good management practice, to adopt a new fee schedule starting July 1st.

4. Discussion on Earth Products Removal Fees Schedule

Mr. Pacheco stated that it would make sense to review the earth product removal fees, noting that the Town should analyze how many cubic yards of gravel are pulled out of the ground by each earth product removal companies to determine what the rates should be. Mr. Pacheco stated that the trucks hauling the gravel, do a lot of wear and tear to the road, concern of air quality and finally the impact to real estate.

VIII. LICENSES AND PERMITS

1. Consider and take action on application from British Motorcycle Group (BSA Owners Club of New England), for Sunday Entertainment License to hold a Vintage British Motorcycle Show and Swap Meet, to be held at the Lancaster Fairgrounds on June 10, 2018 from Noon to 5:00 PM

Selectman Sendrowski moved to approve application from British Motorcycle Group (BSA Owners Club of New England), for Sunday Entertainment License to hold a Vintage British Motorcycle Show and Swap Meet, to be held at the Lancaster Fairgrounds on June 10, 2018 from Noon to 5:00 PM. 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, June 4, 2018 in the Nashaway Room located on the second floor of the Prescott Building.

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 6:47 P.M.

Respectfully submitted
Kathleen Rocco
Executive Assistant


Walter F. Sendrowski, Clerk

Approved and accepted: 6/14/18