



LANCASTER BOARD OF SELECTMEN REGULAR MEETING MINUTES OF February 16, 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 Dexter Room, Thayer Memorial Library, 717 Main Street, Lancaster, Massachusetts. Present were Selectman Walter F. Sendrowski, Ryan McNutt, Town Administrator and Kathleen Rocco, Executive Assistant.

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.

Police Chief Ed Burgwinkel came before the Board of Selectmen to first thank Mr. Starr and Mr. Sendrowski for their support and assistance during what he called a "Perfect Storm", regarding the Police Station's burst pipes.. He reported that the Police Station's fire suppression system and the domestic water pipes had burst, due to the record cold this past weekend. Chief informed the Selectmen that ServPro was on the scene to assess the damage caused by the fire suppression system burst pipes ,when the domestic water pipes burst as well. He further noted that ServPro will work with the Town's insurance company regarding the repairs. Chief explained the reason this had happen was the Station used to have forced hot air which was in the ceiling. The Station changed to a more efficient system, forced hot water, which is a baseboard system; thus, the ceiling became cold due to the barrier in the ceiling. Chief noted that by blowing insulation in the walls and ceiling they will be able to run the forced hot air system simultaneously with the hot water system, thus insuring the pipes will not freeze.

Additionally, Chief would like to see in the Spring, construction of an additional doorway on the back door that the police always use. This is a construction issue, but when the back door is open it creates a vacuum and sucks all the freezing cold air down the hallway. The Chief believes this will not be extremely costly to the Town, but will benefit the Town to have the Police Station operationally run properly.

Chairman Starr stated that he and Selectman Sendrowski were amazed to hear that the Police Station had no insulation on that side of the building and the use of space heaters to heat the building, considering the Police Station only 15 years old. Mr. Starr stated that he is favor of to do whatever is necessary to take of the building. Selectman Sendrowski agreed; he wants to see it get done and get it done right. Town Administrator McNutt stated that it has been known that building has issues, just need to get it done expeditiously.

III. SCHEDULED APPEARANCES & PUBLIC HEARING - NONE

IV. TOWN ADMINISTRATOR'S REPORT

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

Special Town Meeting: Town Administrator McNutt reported that ahead of last week's successful Special Town Meeting; numerous meetings were held with the project team and local boards and commissions. A special workshop was held on February 6th with town residents and the project team was attended by approximately 15 people. The Special Town Meeting authorized additional funds for the renovation project to fully renovate the whole building.

Mr. McNutt further noted the Special Town Meeting had three warrant articles and each was approved by the 134 or so attendees, including a new regional agreement to Minuteman Technical School.

Montachusett Area Regional Transportation (MART): Mr. McNutt reported that he attended the meeting of MART Board members and MBTA officials, who announced an additional outbound (from Boston) train will be included in the morning arriving at Fitchburg Station approximately 7:37am or 8am. Details will follow and he will post those on the Town's website.

Police Station Burst Pipes: As stated by the Police Chief, Town Administrator McNutt also spoke about the extreme cold weather this weekend, and the sprinkler pipe burst at the police station. Some water damage occurred, but it is not effecting the police operations. The insurance company was notified and are working on plans to correct all the heating and plumbing issues in the building. Mr. McNutt recently appeared before the Finance Committee a few weeks ago to request funds to repair issues at the Police Station so they will be able to undertake a comprehensive fix.

Mass Municipal Management Association: Library Director Joe Mule and Town Administrator McNutt signed up for the Supervisory Leadership Development Course organized by the Mass Municipal Management Association. It will be held on six (6) Fridays until May.

V. APPROVAL OF MEETING MINUTES

Review and take action on the Regular Meeting Minutes of February 1, 2016 and February 9, 2016.
Review the synopsis of transactions on the informal working session of February 4, 2016.

On Motion by Mr. Sendrowski, seconded by Mr. Starr, to approve and accept the Regular Meeting Minutes of February 1, 2016 and February 9, 2016 and the informal working session of February 4, 2016.
Walter F. Sendrowski vote Aye and Stanley B. Starr, Jr., vote Aye. 2-0

VI. APPOINTMENTS AND RESIGNATIONS -

Review and take action on the following to be appointed on the Prescott Building Renovation Ad Hoc Committee:

Walter F. Sendrowski, Selectman;
D. Susan Thompson, Finance Committee Vice Chair;
Michael Sczerzen, Historical Commission Chair;
Ted Manning, Department of Public Works;
Jay Moody, Energy Commission Member; and
Ryan McNutt, Town Administrator

On Motion by Mr. Sendrowski, seconded by Mr. Starr, to accept the Appointments subject to the automatic sunset clause of March 1, 2017. Walter F. Sendrowski vote Aye and Stanley B. Starr, Jr. vote Aye. 2-0

VII. ADMINISTRATION, BUDGET, AND POLICY

Warrant for the Presidential Primary

On Motion by Mr. Sendrowski, seconded by Mr. Starr to formally accept the Presidential Primary Warrant to be held on Tuesday, March 1, 2016 from 7:00 AM to 8:00 PM. Walter F. Sendrowski vote Aye and Stanley B. Starr, Jr. vote Aye. 2-0

Permission to put up a banner advertising the Nashoba Drama Spring Musical, *The Addams Family*.

On a Motion by Mr. Sendrowski, seconded by Mr. Starr to grant permission to put up a banner advertising the Nashoba Drama Spring Musical, *The Addams Family*. Walter F. Sendrowski vote Aye and Stanley B. Starr, Jr. vote Aye. 2-0

VIII. LICENSES AND PERMITS None

IX. COMMUNICATIONS

Next Board of Selectmen's Meeting is scheduled for Monday, March 7, 2016 in the Meeting Room of the Lancaster Community Center, 34 Harvard Road, Lancaster.

X. OTHER BUSINESS - None


XI. NEW BUSINESS - None

XII. ADJOURNMENT

Seeing no further business, on Motion by Mr. Sendrowski, seconded by Mr. Starr, it was unanimously voted the Board of Selectmen adjourned at 6:18 P.M.

Respectfully submitted

Kathleen Rocco
Executive Assistant


Walter F. Sendrowski, Clerk
Approved and accepted: 5/7/16