



**LANCASTER SELECT BOARD**  
**Regular Meeting Agenda - Hybrid – AMENDED\*\***  
**Monday, March 4, 2024**  
**6:00 P.M.**

*In accordance with the Open Meeting Law, please be advised that this meeting is being recorded and broadcast over Sterling-Lancaster Community TV. Members of the public are welcome to attend this in-person or by the remote zoom connection which is provided as a courtesy. Please note that the in-person meeting will not be suspended or terminated if technological problems interrupt the remote connection.*

**I. CALL TO ORDER**

Chair Stephen J. Kerrigan will call the meeting to Order at 6:00 P.M.

Time: Mar 4, 2024 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/87365942813?pwd=clBDellI5MEVGazVydWxCTWJYeHZ4dz09>

Meeting ID: 873 6594 2813

Passcode: 577163

One tap mobile

+13052241968,,87365942813#,,,\*577163# US

+13092053325,,87365942813#,,,\*577163# US

Find your local number: <https://us02web.zoom.us/u/kPgREAPDA>

Residents Have the Ability to Ask Questions via ZOOM.

**II. APPROVAL OF MEETING MINUTES**

- Review and take action on the following Select Board's Regular Meeting Minutes:
  - February 5, 2024

**III. SCHEDULED APPEARANCES & PUBLIC HEARINGS (*Vote may be taken*)**

- Leveraging AI (Artificial Intelligence) to streamline government records.

**IV. ADMINISTRATION, BUDGET & POLICY (*Vote may be taken*)**

1. Discussion of a date to close the Annual Town Meeting Warrant.
2. FY25 General Fund Budget Update
3. Verizon Equipment Modification
4. Review of correspondence from the Lancaster Historical Society and discussion of ownership of historical assets and damage to the Prescott Building.
5. Request to participate in Hawthorne Lane Open Space Discussions from Conservation Commission member Tom Seidenberg



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**V. APPOINTMENTS & RESIGNATIONS\***

Resignations:

Historical Commission:

- Karen Silverthorne, Member - effective immediately
- Marcia Jakubowicz, Member – effective February 29, 2024

Appointments: \*

Historical Commission

- Kendra Dickinson, Member – term to expire June 30, 2024 (fill unexpired term)

Community Preservation Committee

- Housing Authority representative - Marilyn Largey
- Historical Commission representative – Amy Brown

**VI. LICENSES AND PERMITS**

Rental Application for use of the Town Green

Name of Organization: Thayer Memorial Library

Event: Educational presentations about wildlife with exotic animals – Animal Adventures

Event Details: To be held August 3, 2024, August 10, 2024, and August 17, 2024

Time: 10:30 am

Rental Application for use of the Town Green

Name of Organization: Thayer Memorial Library and Friends of Thayer Memorial Library

Event: Summer Concert Series

Event Details: To be held July 11<sup>th</sup>, 18<sup>th</sup>, 25<sup>th</sup> and August 1<sup>st</sup> and 8<sup>th</sup>, 2024.

Time: 6:30 pm – 8:00 pm

Special (One Day) Liquor License Applications (Beer & Wine)

Name of Organization: First Church of Lancaster

Event: Community Fellowship Fundraising (St. Patrick's Day)

Event Details: To be held March 16, 2024

Time: 5:00 pm – 8:00 pm

Name of Organization: First Church of Lancaster

Event: Community Fellowship Fundraising (Bulfinch Bee Run)

Event Details: To be held May 4, 2024

Time: 10:00 am – 1:00 pm

Name of Organization: First Church of Lancaster

Event: Area -wide craft fair; fund raising (Horse Shed Fair)

Event Details: To be held October 7, 2024

Time: 10:00 am – 4:00 pm



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**VII. COMMUNICATIONS**

- Next Select Board Meeting - Monday, March 18, 2024
- Miscellaneous Correspondence & Memorandums

**VIII. EXECUTIVE SESSION\*\***

Enter Executive Session

The Lancaster Select Board will meet in Executive Session pursuant to M.G.L. c.30A, §21(a) for following purposes:

- i. Discussion regarding strategy with respect to litigation in the matter of Lancaster Historical Society pursuant to Section 21(a)(3); and
- ii. To conduct a strategy session in preparation for negotiations for non-union personnel regarding the Police and Fire Departments pursuant to Section 21(a)(2); and
- iii. To discuss the reputation, character, physical condition or mental health, rather than professional competence of an individual pursuant to Section 21(a)(1).

And not to reconvene in open session

**IX. ADJOURNMENT**

## **APPROVAL OF MEETING MINUTES**

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**LANCASTER SELECT BOARD  
Regular Meeting Minutes  
of Monday, February 5, 2024, 6:00 P.M.  
Prescott Building, Nashaway Room, and via ZOOM**

**ZOOM:** <https://us02web.zoom.us/j/89783943212>

**Meeting ID 897 8394 3212**

<b>I. CALL TO ORDER</b>
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Select Board Chair Stephen Kerrigan called the meeting to order at 6:02PM and advised that the meeting was being recorded and broadcast via ZOOM and via Sterling-Lancaster Cable Television.

*Additional materials for Select Board meetings are available at <https://www.ci.lancaster.ma.us/administration-select-board> > Meeting Materials.*

Roll call vote taken, Jason A. Allison, present (via Zoom), Alexandra W. Turner, present, Stephen J. Kerrigan, present. Also present, Kate Hodges, Town Administrator.

*\*\*\* Note that several agenda items were taken out of order. \*\*\**

<b>II. APPROVAL OF MEETING MINUTES</b>
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Review and take action on the Select Board's Regular Meeting Minutes of January 22, 2024 and January 29, 2024.

Ms. Turner moved to approve the minutes of January 22, 2024 and January 29, 2024. Mr. Allison seconded. *Vote taken, Jason A. Allison, Aye; Alexandra W. Turner, Aye; Stephen J. Kerrigan, Aye. Motion passed. [3-0-0].*

<b>III. SCHEDULED APPEARANCES &amp; PUBLIC HEARINGS</b>
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**6:05 PM      Petition for Pole and Wire Locations**

*Under the provisions of Chapter 166, Section 22 of the General Laws, and any additions thereto or amendments thereof, a Public Hearing is scheduled for Monday, February 5, 2024 at 6:05 pm in the Nashaway Meeting Room located on the second floor of the Prescott Building, 701 Main Street, Lancaster, MA and Zoom*

<https://us02web.zoom.us/j/89783943212?pwd=Syt3RkpKNGVpaWdXdU9aSO1mQk4wUT09>

*to consider a petition submitted by Massachusetts Electric Company dba National Grid, requests permission to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:*

*Seven Bridge Road – National Grid to install 1 SO Pole on Seven Bridge Road beginning at a point approximately 600 feet northwest of the centerline of the intersection of Creamery Rd and continuing approximately 600 feet in a northwest direction. Installing 1 SO Pole #3-1 approximately 600 feet from the intersection of Creamery Rd.*

Ms. Turner moved to open the Public Hearing, reading the notice above into the record. Mr. Allison seconded the motion. *Vote taken, Jason A. Allison, Aye; Alexandra W. Turner, Aye; Stephen J. Kerrigan, Aye. Motion passed; Public Hearing opened. [3-0-0].*

Mr. Kerrigan recognized Javier Morales, representing National Grid. Mr. Morales explained that the pole is needed to provide service to a new home being built at this location. Ms. Turner asked if tree cutting was needed to install the pole. Mr. Morales explained that minimal brush cutting is required; it is located between two large trees to prevent cutting trees. No other questions were heard from the Board or from the public.

Ms. Turner moved to approve the pole installation. Mr. Allison seconded. *Vote taken, Jason A. Allison, Aye; Alexandra W. Turner, Aye; Stephen J. Kerrigan, Aye. Motion passed. [3-0-0].*

#### **IV. BOARDS, COMMITTEES & DEPARTMENT REPORTS**

- Tax Fairness Committee Update

Mr. Kerrigan welcomed the Chair of the Tax Fairness Committee, Roy Rezac, 125 Harvard Road. Several members of the Committee were also present. Mr. Rezac presented their 3-month Progress Report using a PowerPoint presentation (**attached**). In new news, the Governor announced on January 19, 2024, a statewide initiative to assist communities with senior tax incentives, although no details are yet available.

The Committee recommends that they table action until Summer to see what action the State is going to take. Mr. Kerrigan suggested that if the State has not acted in the next couple of weeks, there will be no other action during this legislative session. In his opinion, any action by the State could take several years. The Committee does not believe they have enough data to propose a solution in time for the upcoming Annual Town Meeting, although they have some suggestions for interim solutions. It was noted that of the eight towns in Massachusetts that currently have an SME (Senior Means-Tested Exemption), all eight have an average home value more than 150% than the average home value in Lancaster. The data collected has created more questions for the Tax Fairness Committee.

The Committee proposes to strongly promote the Massachusetts Circuit Breaker Tax Credit, and would like to issue a Call to Action for Seniors to investigate this option. Mr. Rezac thanked all those involved with the Committee's work thus far.

Ms. Turner stated that other groups, not over 65, might also be considered for some means-testing for tax fairness. Mr. Rezac stated that current SME programs piggyback off the Circuit Breaker program and only address age 65+. Discussion about other groups has been tabled. Mr. Kerrigan would like to see other groups considered for Lancaster. Unidentified Committee members in the audience spoke to their need for additional information in order to develop and recommend a program. Some discussion was held, with participation from Kelly Dolan, Health & Human Services Director, about how to communicate information about the Circuit Breaker Program to Lancaster's seniors.

- Thayer Memorial Library Trustees

This item has been postponed; the Library Trustees are waiting for a Feasibility Study to be completed and delivered; following this they will meet with the Select Board.

<b>V. PUBLIC COMMENT</b>
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*Opportunity for the public to address their concerns, make comments, offer suggestions, or ask questions.*

Mr. Kerrigan recognized Ralph Gifford, 861 George Hill Road. Mr. Gifford reminded people about the Black History Month Concert coming up at the College Church on February 17 at 5:30pm.

Mr. Kerrigan recognized Cara Sanford, 350 Bull Hill Road. Ms. Sanford asked the Select Board to consider issues raised in the September Engineering Report prior to renewing the Earth Removal Permit for PJ Keating.

<b>VI. ADMINISTRATION, BUDGET, AND POLICY</b>
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- Select Board's acknowledgement of an Open Meeting Law Complaint filed by Russell Williston on January 23, 2024.

Mr. Kerrigan stated that the Complaint was filed because Mr. Williston alleges that the purpose of the Executive Session did not meet the requirements, and therefore the Select Board is acknowledging receipt of this Open Meeting Law Complaint. Ms. Turner asked why, since there have been many complaints from Mr. Williston and others, is this complaint being acknowledged. Mr. Kerrigan stated that Complaints are required to be acknowledged. Ms. Hodges advised that the Board needs to take an opinion on the matter. Mr. Kerrigan stated that he believes, as he believed at the time that he approved the agenda item, that it was within the Board's rights to consider the items in question in Executive Session. Mr. Kerrigan suggests that the Board's response might be that they re-affirm their position that it was the right position to take, and that the Executive Session of January 22 was proper. Mr. Allison made this motion; Ms. Turner seconded. Ms. Turner stated that at the time she had questioned whether or not the Board could do this since there was no formal litigation; certainly if there was formal litigation they could do so. Ms. Turner asked if this could be tabled until she could talk to the Attorney General's office. Some debate was held about Ms. Turner's understanding of the content of the Executive Session. Ms. Turner re-read (to herself) documentation regarding this Executive Session; she still felt that



there was no litigation. *Vote taken, Jason A. Allison, Aye; Alexandra W. Turner, No; Stephen J. Kerrigan, Aye. Motion passed. [2-1-0].*

- Town Clerk Announcements are available on the Town Website:
  - March 5, 2024 Presidential Primary Early Voting Hours
  - Open Seats for May 13, 2024 Annual Election. Nomination papers will be available on February 14.

## VII. APPOINTMENTS AND RESIGNATIONS

### Appointments

Commission on Disability – James George Peters, term to expire June 30, 2026  
Council on Aging – Kendra Dickinson, term to expire June 30, 2026

Mr. Allison moved to appoint James George Peters to the Commission on Disability with term to expire June 30, 2026; Ms. Turner seconded. Ms. Turner noted it would be nice to have the candidates new to positions present to speak to the Select Board. *Vote taken, Jason A. Allison, Aye; Alexandra W. Turner, Aye; Stephen J. Kerrigan, Aye. Motion passed. [3-0-0].*

Ms. Turner moved to appoint Kendra Dickinson to the Council on Aging with term to expire June 30, 2026; Mr. Allison seconded. Ms. Turner asked Ms. Dickinson if she would like to speak; Ms. Dickinson looks forward to serving. *Vote taken, Jason A. Allison, Aye; Alexandra W. Turner, Aye; Stephen J. Kerrigan, Aye. Motion passed. [3-0-0].*

### Resignations

Commission on Disability – Eugene Brazeau  
Tax Fairness Committee – Denise Hurley  
Zoning Board of Appeals – Matthew Mayo

Mr. Kerrigan acknowledged the resignations listed above, thanking the individuals for their service to Lancaster.

## VIII. LICENSES AND PERMITS

Application for use of the Town Green/Gazebo  
Applicant: Thayer Memorial Library  
Date: February 23, 2024      Time: 3:30pm – 4:30pm

Ms. Turner moved to allow the Thayer Memorial Library to use the Town Green/Gazebo on February 23, 2024, from 3:30pm-4:30pm. Mr. Kerrigan seconded. *Vote taken, Jason A. Allison, Aye; Alexandra W. Turner, Aye; Stephen J. Kerrigan, Aye. Motion passed. [3-0-0].*



<b>X. COMMUNICATIONS</b>
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- Town Offices will be closed Monday, February 19, 2024 in observance of Presidents' Day
- Next Select Board meetings will be held on Mondays, February 12 (via Zoom only) and March 4, 2024.
- Miscellaneous Correspondence and Memorandums

Ms. Turner asked that documentation regarding PJ Keating be included on a future agenda. Ms. Hodges stated that this is already scheduled for discussion on March 4.

Ms. Turner asked for an update on land transfers; Ms. Hodges explained that it has been completed and that the Select Board will vote on this on the 12<sup>th</sup>. Further ratification will be needed at the Annual Town Meeting.

<b>IX. ADJOURNMENT</b>
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Ms. Turner moved to adjourn the meeting. Mr. Kerrigan seconded. Mr. Allison had left previously. *Vote taken, Alexandra W. Turner, Aye; Stephen J. Kerrigan, Aye. Motion passed; meeting adjourned. [2-0-0].*

Respectfully submitted,

Kathleen Rocco  
Executive Assistant

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Alexandra W. Turner, Clerk

## **SCHEDULED APPEARANCES & PUBLIC HEARINGS**

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## **ADMINISTRATION, BUDGET AND POLICY**

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#1

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#2

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#3

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#4

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January 17, 2024

*Via email only*

Joseph Sulman, Esq.  
Law Office of Joseph L. Sulman, Esq.  
255 Bear Hill Road, Suite 204  
Waltham, MA 02451

RE: Lancaster Historical Society – Demand to Compensate  
Town of Lancaster for Damage Caused to Prescott Building

Dear Attorney Sulman:

Following up on my recent correspondence, the Lancaster Historical Society (“Society”) negligently caused damage to property of the Town of Lancaster, while removing items the Society was storing at the Prescott Building in December. Specially, without the prior consent of the Town, the Society removed fixtures from the wall of the building that were not Society property, and in the process removed paint and caused other damage to the walls of this historic building. Photographs of this damage are attached.

The Town received the enclosed quote for \$8,800 to repair the damage caused. The Town hereby demands that the Society make payment for \$8,800 to the Town within 30 days, and reserves all rights to pursue further legal action against the Society if payment is not made within that time period.

Thank you for your prompt attention in this regard.

Very truly yours,

Ivria G. Fried  
Town Counsel

Enclosures

cc: Select Board  
Town Administrator

Thursday, January 11, 2024

Scott Muth  
701 Main Street  
Lancaster, MA 01523

**REPAIR PROPOSAL**

**Scope of work:**

**Octagonal inlet cabinet**

Secure building permit  
Demo the interior wainscoting and for technical measurement  
Prep work-remove any nails, inspect damaged wood and cabinets  
Sand existing shelf to repair the puppet show holes/damage  
Install new wainscoting and interior trim  
Troubleshoot the existing cabinets for issues  
Remove all cut offs, saw dust and dump

**Total demolition and rebuild estimate: \$8,800.00**

**Payment schedule:**

**Deposit due with signed proposal \$4400.00**

**Payment at last day of project \$4400.00**

**Terms and conditions:**

Contractor shall provide materials, labor at prevailing wage rates, and complete job as specified for the above sum. Cost also includes all equipment rentals and markup for overhead and profit. This offer and the prices quoted herein are valid for seven (7) days from the date above, after which contractor may rescind the offer without notice. This proposal does not include the cost of permits. Permits or fees necessary to perform work, including but not limited to; street occupancy, building, inspection, and/or police details, shall be secured by contractor and reimbursed for by customer. Movement of any power lines or similar actions involving utilities, if necessary, shall be the responsibility of customer. Any change orders or additional work items will require a written request from customer to customer and will be performed at rates and prices to be determined at a later time. Owner or authorized representative:

\_\_\_\_\_  
Scott Muth, Facilities Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Peter J. Tighe & Ward Hamilton  
Olde Mohawk Historic Preservation  
[ty5451@gmail.com](mailto:ty5451@gmail.com)  
203.247.2936 iPhone

\_\_\_\_\_  
Date  
MA CSL #117769  
MA HIC #191734  
CT HIC #0610954





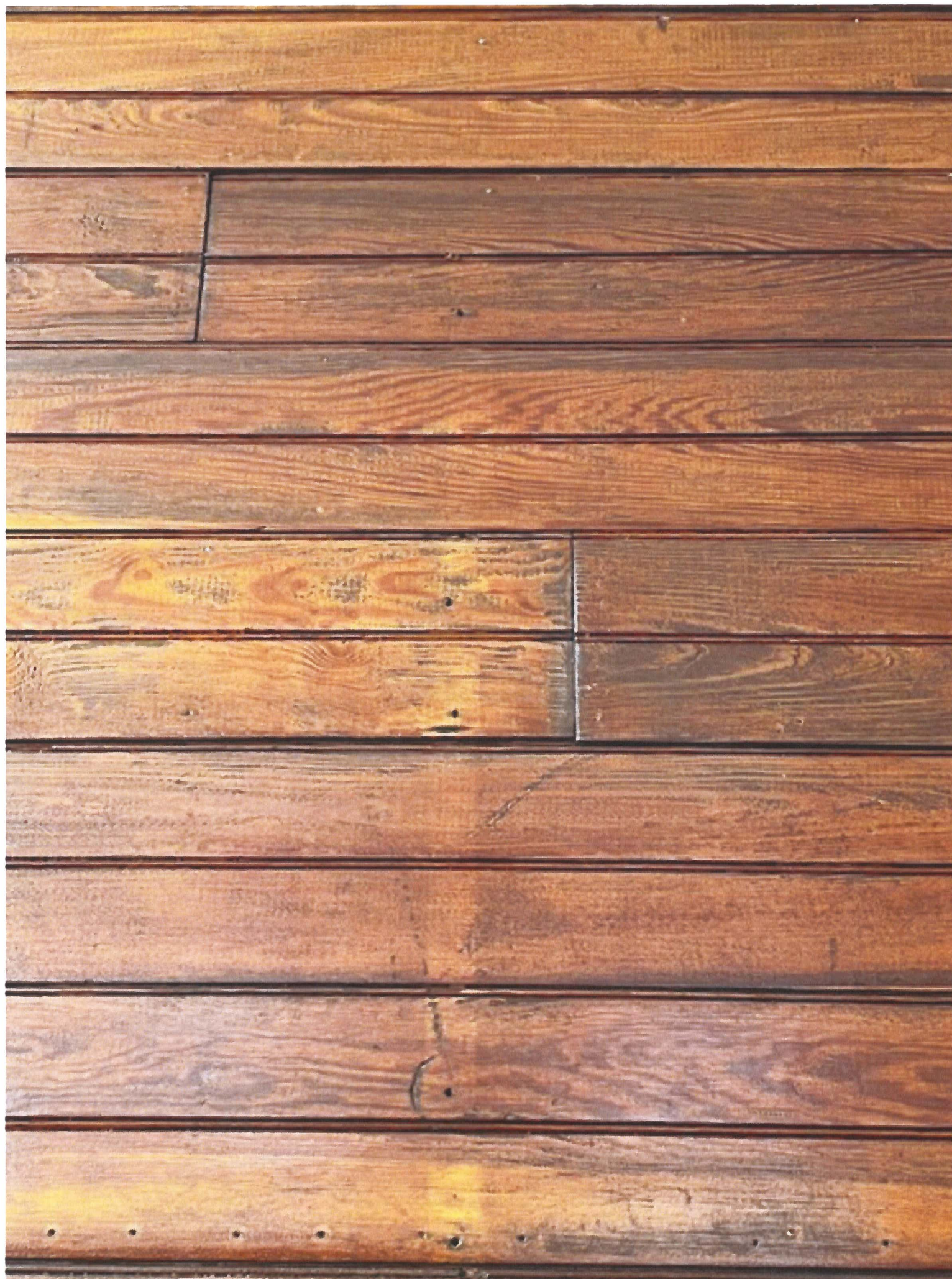




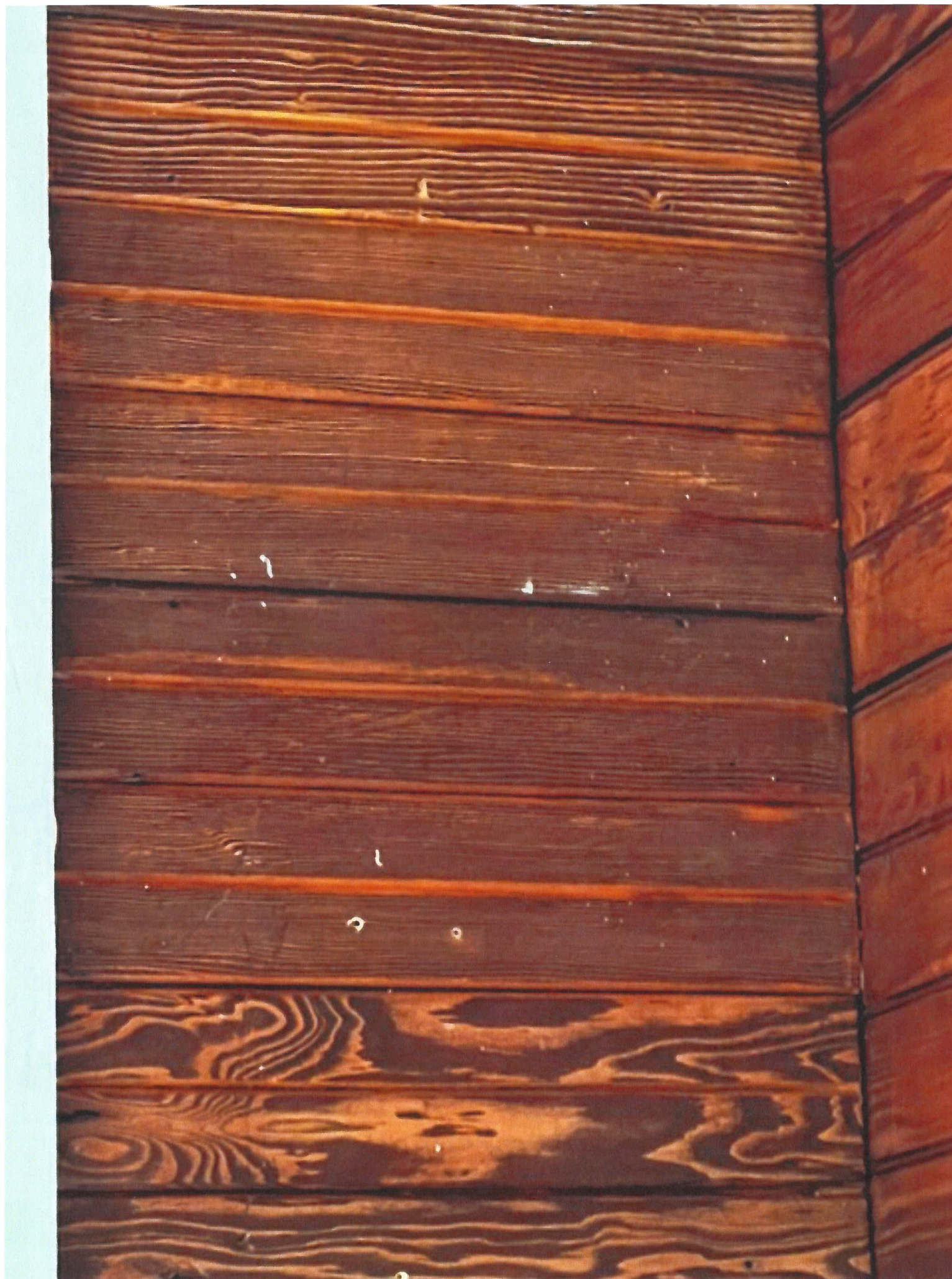




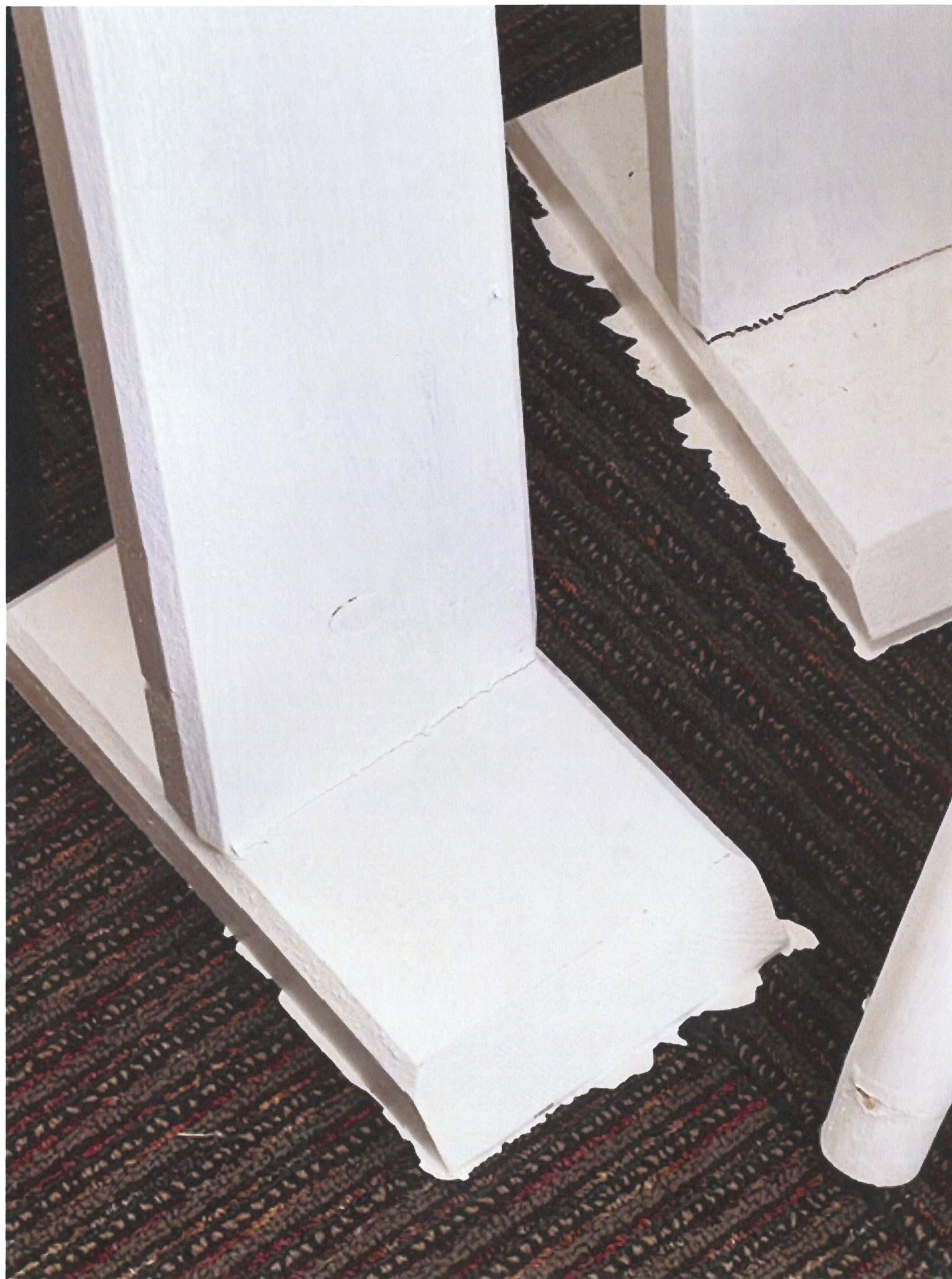


















**DISCLOSURE BY NON-ELECTED MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST  
AND DETERMINATION BY APPOINTING AUTHORITY  
AS REQUIRED BY G. L. c. 268A, § 19**

	<b>MUNICIPAL EMPLOYEE INFORMATION</b>
Name:	Tom Seidenberg
Title or Position:	Chairman
Municipal Agency:	Lancaster Conservation Commission
Agency Address:	Prescott Building 701 Main Street, Suite 4 Lower Level Lancaster, MA 01523
Office Phone:	(978) 365-3326
Office E-mail:	
	My duties require me to participate in a particular matter, and I may not participate because of a financial interest that I am disclosing here. I request a determination from my appointing authority about how I should proceed.
	<b>PARTICULAR MATTER</b>
Particular matter  E.g., a judicial or other proceeding, application, submission, request for a ruling or other determination, contract, claim, controversy, charge, accusation, arrest, decision, determination, or finding.	Consideration of transferring Hawthorne Lane open space to the control of the Conservation Commission.
Your required participation in the particular matter:  E.g., approval, disapproval, decision, recommendation, rendering advice, investigation, other.	I am not required to participate in this matter.
	<b>FINANCIAL INTEREST IN THE PARTICULAR MATTER</b>
<b>Write an X by all that apply.</b>	<input checked="" type="checkbox"/> I have a financial interest in the matter. <input checked="" type="checkbox"/> My immediate family member has a financial interest in the matter. <input type="checkbox"/> My business partner has a financial interest in the matter. <input type="checkbox"/> I am an officer, director, trustee, partner or employee of a business organization, and the business organization has a financial interest in the matter. <input type="checkbox"/> I am negotiating or have made an arrangement concerning future employment with a person or organization, and the person or organization has a financial interest in the matter.

Financial interest in the matter	My (and my wife's) financial interest in the matter are that we are abutters across the street to the open space parcel.
Employee signature:	/s/ Tom Seidenberg
Date:	February 26, 2024

**DETERMINATION BY APPOINTING OFFICIAL**

	<b>APPOINTING AUTHORITY INFORMATION</b>
Name of Appointing Authority:	
Title or Position:	
Agency/Department:	
Agency Address:	
Office Phone:	
Office E-mail	
	<b>DETERMINATION</b>
Determination by appointing authority:	As appointing official, as required by G.L. c. 268A, § 19, I have reviewed the particular matter and the financial interest identified above by a municipal employee. I have determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from the employee.
Appointing Authority signature:	
Date:	
Comment:	

Attach additional pages if necessary.

**The appointing authority shall keep this Disclosure and Determination as a public record.**

## **APPOINTMENTS AND RESIGNATIONS**

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February 20, 2024

Karen Silverthorn  
395 Goss Lane  
Lancaster, MA 01523

Lancaster Select Board  
701 Main Street  
2<sup>nd</sup> Floor Prescott Building  
Lancaster, MA 01523

TOWN OF LANCASTER  
RECEIVED

FEB 20 2024

*Town Administrator's Office*

**RE: LETTER OF RESIGNATION FROM THE LANCASTER HISTORICAL COMMISSION**

I've very recently had to step back from my duties and responsibilities with the Lancaster Historical Commission. And now, after much thought and consideration, I've come to the realization that, for personal reasons, I must relinquish all Commission responsibilities and resign from the LHC. This has been an extremely difficult decision for me - one that I do not take lightly at all.

Therefore, it is with some sadness that I submit my letter of resignation from the Lancaster Historical Commission, effective immediately. It has been a pleasure serving on this Commission for well over ten years, beginning as a volunteer, becoming an associate member, and finally full member.

I believe that the transition will be fairly seamless for the Commission since there is a full slate of officers who are quite capable of moving the LHC forward. I wish you all well.

Please assure that this good work continues because it is of great importance to our town. Preserving Lancaster's rich history is a trust deserving of people who see the value of what has made and continues to make Lancaster such a special place in the history of Massachusetts.

Thank you for all you do for Lancaster

Sincerely,  
Karen Silverthorn



## Kathi Rocco

---

**From:** Kathi Rocco  
**Sent:** Wednesday, February 21, 2024 12:15 PM  
**To:** Amanda Cannon  
**Subject:** FW: Historical Commission Resignation

*Kathi*

*Kathleen Rocco*

Executive Assistant / Records Access Officer  
Lancaster Select Board  
701 Main Street, Suite 1  
Lancaster, MA 01523  
T: 978-365-3326 x 1201  
[www.ci.lancaster.ma.us](http://www.ci.lancaster.ma.us)



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**From:** Kelly Dolan <KDolan@lancasterma.gov>  
**Sent:** Wednesday, February 21, 2024 10:11 AM  
**To:** Kathi Rocco <KRocco@lancasterma.gov>  
**Subject:** FW: Historical Commission Resignation

FYI

Please see below

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**From:** Stephen J. Kerrigan <SKerrigan@lancasterma.gov>  
**Sent:** Wednesday, February 21, 2024 10:09 AM  
**To:** Jason A. Allison <JAllison@lancasterma.gov>  
**Cc:** Kate Hodges <KHodges@lancasterma.gov>; Kelly Dolan <KDolan@lancasterma.gov>  
**Subject:** Fwd: Historical Commission Resignation

FYI

Begin forwarded message:

**From:** marcia Jakubowicz <mljbuzz@hotmail.com>  
**Date:** February 21, 2024 at 9:40:53 AM EST  
**To:** "Stephen J. Kerrigan" <SKerrigan@lancasterma.gov>  
**Subject:** Historical Commission Resignation

To: The Board of Selectmen,

February 21, 2024

I respectfully submit my resignation from the Lancaster Historical Commission due to personal and physical reasons.  
It has been a wonderful, educational experience working with the members of this Commission.  
Resignation effective  
Thursday February 29, 2024.

Marcia Jakubowicz  
Co-Chair of LHC

The contents of this email and any attachments are the property of the Town of Lancaster Massachusetts and subject to the Public Records Law, M.G.L. c. 66, section 10. When writing or responding, please remember that the Massachusetts Secretary of State's Office has determined that email is a public record and not confidential.

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## Kathi Rocco

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**From:** Kate Hodges  
**Sent:** Thursday, February 29, 2024 12:47 PM  
**To:** Kathi Rocco  
**Subject:** FW: Appoints to LHC Commission

Kate Hodges, ICMA-CM  
Town Administrator, Lancaster MA  
978-365-3326

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**From:** Amy and Doug Brown <brownbees@comcast.net>  
**Sent:** Thursday, February 29, 2024 10:16 AM  
**To:** Kate Hodges <KHodges@lancasterma.gov>  
**Cc:** Jason A. Allison <JAllison@lancasterma.gov>; Amanda Cannon <ACannon@lancasterma.gov>  
**Subject:** Appoints to LHC Commission

Hi Kate!

Please accept this email as official notice of LHC recommendations of candidates for members of the board.

LHC currently has 3 openings for members of the LHC. We recommend that you appoint changes as follows:

John Murphy, Associate Member to be a Member of the LHC, position to expire on 6/30/24.  
Kendra Dickinson to be an Member of the LHC, position to expire on 6/30/24

Other changes:

Amy Brown was elected chair  
Karen Silverthorn resigned  
Marcia Jakubowicz resigned, effective 2/29/24

Thank you!

Amy Brown

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## LICENSES AND PERMITS

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## RENTAL APPLICATION

### LANCASTER TOWN GREEN AND LANCASTER TOWN HALL AUDITORIUM

TO: BOARD OF SELECTMEN, LANCASTER, MASSACHUSETTS

RE: PERMISSION TO RENT THE LANCASTER TOWN HALL IS REQUESTED BY:

Katelyn Rivela - Thayer Memorial Library

NAME OF INDIVIDUAL/ORGANIZATION

Educational presentations about wildlife with exotic animals

#### EVENT DETAILS

DATE(S) 8/3/24, 8/10/24, 8/17/24

TIME 10:30 am

PROGRAM: Animal Adventures

REHEARSAL(S) WILL WILL NOT BE NECESSARY ON

FROM: \_\_\_\_\_

TO: \_\_\_\_\_

IF BANQUET, CATERER WILL BE: N/A

WE DO DO NOT PLAN TO HAVE A UNIFORMED POLICE OFFICER ON DUTY.

PROGRAM DIRECTOR/CONTACT PERSON NAME:

Katelyn Rivela

ADDRESS:

717 Main St, Lancaster MA

PHONE #:

(978) 368-8928 ext. 1108

#### ACTION TAKEN ON ABOVE APPLICATION

DATE RESERVED BY: \_\_\_\_\_

CUSTODIAN

APPROVED BY SELECTMEN, AS REQUESTED \_\_\_\_\_

APPROVED BY SELECTMEN, WITH FOLLOWING STIPULATIONS  
\_\_\_\_\_  
\_\_\_\_\_

TOTAL AMOUNT OF FEES DUE (SEE SCHEDULE) \_\_\_\_\_

DISAPPROVED \_\_\_\_\_

REASON \_\_\_\_\_

LANCASTER BOARD OF SELECTMEN

DATE: \_\_\_\_\_

BY: \_\_\_\_\_

## RENTAL APPLICATION

### LANCASTER TOWN GREEN AND LANCASTER TOWN HALL AUDITORIUM

TO: BOARD OF SELECTMEN, LANCASTER, MASSACHUSETTS

RE: PERMISSION TO RENT THE LANCASTER TOWN HALL IS REQUESTED BY:

Thayer Memorial Library and Friends of Thayer Mem. Library  
NAME OF INDIVIDUAL/ORGANIZATION

#### EVENT DETAILS

DATE(S) July 11, 18, 25 and August 1 & 8 TIME 6:30 - 8:00 pm

PROGRAM: Summer concert series

REHEARSAL(S) WILL/WILL NOT BE NECESSARY ON

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

IF BANQUET, CATERER WILL BE: \_\_\_\_\_

WE DO/DO NOT PLAN TO HAVE A UNIFORMED POLICE OFFICER ON DUTY.

**TOWN OF LANCASTER  
RECEIVED**

PROGRAM DIRECTOR/CONTACT PERSON NAME:

Joe Mule'

**FEB 26 2024**

ADDRESS:

Thayer Memorial Lib

**Town Administrator's Office**

PHONE #:

978 368 8928 x3

#### ACTION TAKEN ON ABOVE APPLICATION

DATE RESERVED BY: \_\_\_\_\_

CUSTODIAN

APPROVED BY SELECTMEN, AS REQUESTED \_\_\_\_\_

APPROVED BY SELECTMEN, WITH FOLLOWING STIPULATIONS

TOTAL AMOUNT OF FEES DUE (SEE SCHEDULE) \_\_\_\_\_

DISAPPROVED \_\_\_\_\_

REASON \_\_\_\_\_

LANCASTER BOARD OF SELECTMEN

DATE: \_\_\_\_\_

BY: \_\_\_\_\_







**TOWN OF LANCASTER, MASSACHUSETTS**  
**OFFICE OF THE**  
**BOARD OF SELECTMEN**

**SPECIAL (ONE DAY) LIQUOR LICENSE APPLICATION**

TODAY'S DATE: Feb. 23, 2024  
APPLICANT'S NAME: Grange Friends TELEPHONE: 978-807-0308  
ORGANIZATION: First Church of Lancaster  
EVENT ADDRESS: 725 Main St, Lancaster  
EVENT PURPOSE: community fun run (Bulfinch Bee Run)  
EVENT DATE: May 4, 2004  
EVENT HOURS: 10 am to 1 pm  
ALCOHOL: Beer and Wine: ☒ All Alcohol\*: \_\_\_\_\_  
(Non Profit; Charity or Club Only)\*  
ATTENDANCE: Approximate Number of Persons in Attendance: \_\_\_\_\_  
Persons Under 21 in Attendance: Yes \_\_\_\_\_ No \_\_\_\_\_

***If this Special One-Day Liquor License is granted, I hereby agree to abide by all rules, regulations and laws of the Commonwealth of Massachusetts concerning the sale and consumption of alcohol, particularly with regard to the minors. No persons under the age of twenty-one (21) shall be served alcoholic beverages.***

TOWN OF LANCASTER  
RECEIVED

FEB 26 2024

[Signature]  
Signature of Applicant

Town Administrator's Office

**POLICE DEPARTMENT OFFICIAL USE ONLY**

\_\_\_\_ x \_\_\_\_ Approval Recommended \_\_\_\_ Approval Not Recommended

Police Officer Required: Yes No x

Comments/Conditions: \_\_\_\_\_

Date: 2/26/2024

Everett L. Moody  
Police Chief Signature



**TOWN OF LANCASTER, MASSACHUSETTS**  
**OFFICE OF THE**  
**BOARD OF SELECTMEN**

**SPECIAL (ONE DAY) LIQUOR LICENSE APPLICATION**

TODAY'S DATE: Feb. 23, 2024  
APPLICANT'S NAME: George Frank TELEPHONE: 978-807-0308  
ORGANIZATION: First Church of Lancaster  
EVENT ADDRESS: 725 Main St, Lancaster  
EVENT PURPOSE: area-wide craft fair; fund raising  
EVENT DATE: Oct. 1, 2024  
EVENT HOURS: 10 am - 4 pm  
ALCOHOL: Beer and Wine: X All Alcohol\*: \_\_\_\_\_  
(Non Profit; Charity or Club Only)\*  
ATTENDANCE: Approximate Number of Persons in Attendance: \_\_\_\_\_  
Persons Under 21 in Attendance: Yes \_\_\_\_\_ No \_\_\_\_\_

*If this Special One-Day Liquor License is granted, I hereby agree to abide by all rules, regulations and laws of the Commonwealth of Massachusetts concerning the sale and consumption of alcohol, particularly with regard to the minors. No persons under the age of twenty-one (21) shall be served alcoholic beverages.*

FEB 26 2024

Signature of Applicant

Town Administrator's Office

**POLICE DEPARTMENT OFFICIAL USE ONLY**

\_\_\_\_\_x\_\_\_\_ Approval Recommended \_\_\_\_\_ Approval Not Recommended

Police Officer Required: Yes \_\_\_\_\_x\_\_\_\_ No \_\_\_\_\_

Comments/Conditions: \_\_\_\_\_

Date: 2/26/2024

Everett L. Moody  
Police Chief Signature

## COMMUNICATIONS

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## EXECUTIVE SESSION

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## **ADJOURNMENT**

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