



LANCASTER SELECT BOARD
Regular Meeting Agenda
Prescott Building – Nashaway Room
Monday, February 27, 2023
5:30 P.M.

In accordance with the Open Meeting Law, please be advised that this meeting is a Hybrid Model utilizing the Zoom platform. Accordingly, the meeting is being recorded and broadcast over Sterling-Lancaster Community TV

I. CALL TO ORDER

Chair Stephen J. Kerrigan will call the meeting to Order at 5:30 P.M. in the Nashaway Meeting Room located on the second floor in the Prescott Building, 701 Main Street, Lancaster, MA 01523

Topic: Select Board Meeting

Time: Feb 27, 2023 05:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82694693842>

Meeting ID: 826 9469 3842

One tap mobile

+13092053325,,82694693842# US

+13126266799,,82694693842# US (Chicago)

Dial by your location

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 646 931 3860 US

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 689 278 1000 US

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 9128 US (San Jose)

Meeting ID: 826 9469 3842

Find your local number: <https://us02web.zoom.us/j/82694693842>

Additional materials for Select Board meetings are available at:

<https://www.ci.lancaster.ma.us/administration-select-board/pages/meeting-materials>

Residents Have the Ability to Ask Questions via ZOOM.



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II. APPROVAL OF MEETING MINUTES

Review and take action on the following Select Board's Meeting Minutes: February 6, 2023 & February 13, 2023

III. SCHEDULED APPEARANCES & PUBLIC HEARINGS - NONE

IV. BOARDS, COMMITTEES AND DEPARTMENT REPORTS - NONE

V. PUBLIC COMMENT

Opportunity for the 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 tolerated.

VI. TOWN ADMINISTOR REPORT

- Update regarding Memorial School property restriction and potential uses
- Recruitment/Staffing Updates
- Other Department Updates

VII. ADMINISTRATION, BUDGET, AND POLICY (Vote may be taken)

1. First Church Inter-Agency Agreement – proposal/discussion
2. The Board of Assessors (Turner)
3. Public Records (Turner)
4. Lancaster Municipal Aggregation – Request for Proposal (RFP) planning
5. Update One Day Liquor License Fees, effective 7/1/23
6. Update Ambulance Fees, effective 7/1/23
7. Permission to Use Town Owned Land
8. FY2024 Budget Preview (Tabled from 2/6/23 Meeting)
 - a) 7:00PM Joint Meeting with the Finance Committee

VIII. APPOINTMENTS AND RESIGNATIONS

Resignation:

Memorial School Reuse Committee – Win Clark, effective immediately



LANCASTER SELECT BOARD
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5:30 P.M.

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IX. LICENSES AND PERMITS (Vote may be taken)

Special One Day Liquor (Malt & Wine) License Application

Applicant: First Church of Christ

Events:

- St. Patrick's Day Dinner – Saturday, March 18, 2023; and
- Bulfinch BEE 5k run – Saturday, May 6, 2023

X. NEW BUSINESS

XI. COMMUNICATIONS

- Select Board's next Regular Meeting will be held on Monday, March 6, 2023 at 6:00pm
- Miscellaneous Correspondence & Memorandums

XII. ON GOING PROJECTS & OLD BUSINESS

- Division of Capital Asset Management and Maintenance Property (Hodges)
 - Update regarding Special Legislation
 - Updated Timeline Reviewed

XIII. ADJOURNMENT

II. APPROVAL OF MEETING MINUTES



**LANCASTER SELECT BOARD
Regular Meeting Minutes
of Monday, February 6, 2023
6:00 P.M.**

Nashaway Meeting Room, 2nd Floor, Prescott Building, 701 Main Street, Lancaster MA

I. CALL TO ORDER

Chairman Stephen J. Kerrigan called the meeting to order at 6:00PM in the Nashaway Meeting Room on the second floor in the Prescott Building, 701 Main Street, Lancaster, MA. He advised that the meeting was being recorded via ZOOM, and is being broadcast by Sterling Lancaster Community Television. *Additional materials for Select Board meetings are available at <https://www.ci.lancaster.ma.us/administration-select-board> > Meeting Materials.*

Join Zoom Meeting: <https://us02web.zoom.us/j/81713297980>
Meeting ID: 817 1329 7980

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

II. APPROVAL OF MEETING MINUTES

Ms. Turner moved to approve the minutes of January 3, 2023. Mr. Kerrigan seconded the motion. Ms. Turner wished to make a change; she wanted to add in Section III, Paragraph 2, that she had asked Superintendent Downing about the two stage process for voting to approve the project and that Superintendent Downing had clarified this, stating that there could be a simple Town Meeting vote and then a district-wide ballot vote. Mr. Kerrigan stated that this could have been presented prior to the meeting so that the change was incorporated; Ms. Turner noted that she could move to modify the minutes at a future meeting. *Vote taken; Alexandra W. Turner, Aye; Jason A. Allison, Aye; Stephen J. Kerrigan, Aye; Motion passed. [3-0-0]*

III. SCHEDULED APPEARANCES & PUBLIC HEARINGS

- **6:05pm – Notice of Public Hearing for application for Special Permit to Remove Earth Products Renewal**

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

Ms. Turner read the Public Hearing notice into the record:

Notice is hereby given that a Public Hearing will be held on Monday, February 6, 2023 at 6:05 PM to consider the application of Fort Pond, LLC, c/o W.J. Graves Construction Inc., 192 Depot Road, East Templeton, MA for renewal of a Special Permit to Remove Earth Products (overburden, rock, gravel, loam) from a parcel of land located 450 Fort Pond Road, Lancaster, MA., Map 5; Parcel No. 26B, Location approximately 800 feet East from the intersection with Fort Pond Inn Road. A copy of the Application and Engineering Plans may be viewed in the Select Board's Office, Prescott Building, 701 Main Street, Lancaster, MA between the hours of 9:00 a.m. and 4:00 p.m. Monday through Thursday. All persons interested in providing comment should attend and be heard.

Mr. Kerrigan recognized Mikael Lassila, an engineer with S.J. Mullaney Engineering, Inc., representing the applicant, who gave an overview of the state of the project.

Mr. Kerrigan recognized Kayla Larsen, an engineer with Tighe & Bond, a third-party engineering firm hired by the Town to inspect the site. Ms. Larsen reviewed her findings from the most recent quarterly inspection, stating that the applicant has been in compliance and that Tighe & Bond sees no issues with renewal. Ms. Turner had questions about monitoring wells, noting that the written report suggested that some repairs were needed. Ms. Larsen stated that some repairs are needed to two wells that are currently inactive, should they become active again. Ms. Turner stated that because the permit was for the entire site, all areas should be considered when conditions are determined. It was further discussed that a portion of the site is now covered with solar panels, so that there would be no excavation under this area. Ms. Turner requested that Tighe & Bond provide copies of past quarterly reports; Mr. Kerrigan stated that these can be found in the Planning Office. Ms. Turner asked Ms. Larsen about the status of bermed areas and about safety issues such as fencing and prohibiting ATV usage. The applicant, Mr. James Fletcher, responded. He agreed that the ATVs are a nuisance, agreeing to additional posting, and to talking to the owners of the neighboring Chisholm property about installing a gate. Ms. Turner asked Ms. Larsen to review the suggested corrective actions in the inspection report. Ms. Larsen reviewed this section of the report, primarily having to do with wells should they become active. Ms. Turner asked Ms. Hodges or Ms. Larsen if the \$60,000 Surety Bond in place was still sufficient. Ms. Hodges did not see a need for additional money and stated that there was no mechanism to do this.

Ms. Kerrigan recognized Rebecca Young-Jones, 94 Barnes Court. Ms. Young-Jones questioned the posting of the Public Hearing, stating that the timing did not meet the 14 day state requirement.

Mr. Kerrigan recognized Anne Ogilvie, 4 Turner Lane, who talked about the water supply / aquifer, and the need for water testing, asking for specifics on what wells had been tested and on what dates. Ms. Larsen provided this information. Ms. Ogilvie asked further questions about the depth of the monitoring wells and future plans. Mr. Lassila reviewed

this information. Ms. Ogilvie requested that the Select Board consider adding a traffic study requirement to the permit conditions.

Mr. Kerrigan verified with Tighe & Bond that they have no issues with renewing this permit. Mr. Allison moved to close the Public Hearing; Ms. Turner seconded. *Vote taken; Alexandra W. Turner, Aye; Jason A. Allison, Aye; Stephen J. Kerrigan, Aye; Motion passed. [3-0-0]*

Ms. Turner moved to approve the permit application with the existing conditions and to the corrective actions as written in the Tighe & Bond report (repair of the well casing of well phase X-1 to make accessible for measurement. Fort Pond LLC should also increase signage or other means of security at the back of the site.) Mr. Allison asked what date these corrections would need to be done by; Ms. Larsen suggested that generally it would be requested to do things like this by the next quarterly inspection, which would be March 2023. Mr. Fletcher agreed that this was reasonable. Mr. Allison seconded the motion. *Vote taken; Alexandra W. Turner, Aye; Jason A. Allison, Aye; Stephen J. Kerrigan, Aye; Motion passed. [3-0-0]*

- **Memorial School Reuse Committee**

- Review and Outline steps taken and process in making recommendation(s)
- Final Recommendation for reuse
- Committee next steps, funding recommendations and other action

Presenting for the Memorial School Reuse Committee were Chair Daniel Lapen, 95 Packard Street, who reviewed the history of the Committee up to the application for \$100,000 for engineering studies from the Community Preservation Act (CPA), and Sherry Cutler, 67 Harvard Road, who presented a PowerPoint document, "Lancaster Community Activity Center and Outdoor Pavilion Concept." It was stressed that the Memorial School is on land left to the Town 89 years ago by Pauline Thayer, specifically for recreation use for all residents. Mr. Lapen reviewed potential restrictions including deed restrictions, Conservation restrictions, state restrictions under Massachusetts General Law Chapter 97, and scrivener's errors from Article 18 at the 1972 Annual Town Meeting. The committee has determined that "highest and best use" will be as an Outdoor Pavilion available to all ages. Next steps are pursuing funding.

Mr. Kerrigan asked if it were true that the school itself was a memorial to the World War II dead; no one else was familiar with this but the Reuse Committee will investigate (in later discussion Heather Lennon of the Historical Commission verified that this was true.) He also asked at what point the Reuse Committee stops and a Building Committee or some other committee takes over the project. Ms. Hodges stated that typically the Committee would present their findings and recommendations (after an engineering study) to Town Meeting and then disband or to re-form in some other way. Mr. Kerrigan suggested that Ms. Hodges work with Town Counsel regarding the restrictions to make sure they are clear. Ms. Turner had comments as to how this concept would fit into the Master Plan.

Mr. Kerrigan recognized Denise Hurley, 102 Bolton Road. Ms. Hurley spoke about the current housing crisis and would like to see the Town work with the Legislature to remove deed restrictions so that the school could be used as housing for seniors, mobility impaired, or veterans.

Mr. Kerrigan recognized Rebecca Young-Jones, 94 Barnes Court. Ms. Young-Jones would like to see the return on investment on this project and agreed with Ms. Hurley that the best use of the school would be for housing.

Mr. Kerrigan recognized Victoria Petracca, 67 Woodland Meadow Drive, speaking for the Affordable Housing Trust, and speaking to the dissenting vote on the Memorial School Reuse Committee by Carolyn Reed, the Affordable Housing Trust's representative to the Reuse Committee. Ms. Petracca offered data on the need for senior and mobility-impaired housing, including the current 2,206 applications (870 are elderly; 1,334 are mobility impaired. 30 of the elderly applicants and 10 of the mobility impaired applicants are from Lancaster) for Bigelow Gardens Affordable Housing. She suggested the pavilion would be a great addition but could happen in another location, and the Town could do both.

Mr. Kerrigan recognized Heather Lennon, 294 Nicholas Drive, who stated that yes, the Memorial School was dedicated as a memorial to WWII veterans. Ms. Lennon suggested that affordable housing could be built in a number of areas and that she would like to see a pavilion area in accordance with Mrs. Thayer's bequest. She would also like to see remodeling of Bigelow Gardens.

Mr. Kerrigan recognized Jennifer Latham, 95 Packard Street, who agreed with Ms. Lennon. She stated that it would be illegal, immoral, amoral, and unethical, to change Ms. Thayer's will.

Mr. Kerrigan recognized Dave Mallette, 2748 North Main Street. Mr. Mallette noted that this location would be ideal for senior housing with easy access to resources such as the library and the Senior Center.

Mr. Kerrigan recognized Ralph Gifford, 861 George Hill Road. Mr. Gifford thinks that the town should respect Mrs. Thayer's legacy and that affordable housing would need more space, such as the Atlantic Union College campus.

Mr. Kerrigan recognized Lesley Allison, 343 Brockelman Road, speaking as a member of Lancaster's Commission on Disability. She clarified that Bigelow Gardens is owned by the State, and remains inaccessible to many applicants. She would support a plan to put affordable housing on the Memorial School site.

Mr. Kerrigan recognized Charles Lefebvre, 134 Packard Street. Mr. Lefebvre said that he thinks that resolving deed restrictions, including donated property, needs to be done before any non-recreational work is attempted, and resolving this would be expensive. Additionally, parking needs to be considered.

Mr. Kerrigan recognized Jay Moody, 144 Seven Bridge Road, who stated that he had been on a prior re-use committee, and that it had been determined that the best use of the Memorial School would be for affordable housing.

Mr. Kerrigan recognized Cynthia Robinson-Lefebvre, 134 Packard Street, a member of the Memorial School Re-use Committee. Ms. Lefebvre noted that work on the deed restrictions will take money and time, and something that she would like immediately addressed is removal of hate and obscene graffiti inside the school.

Mr. Kerrigan recognized Sherry Cutler, 67 Harvard Road, who clarified that nothing can move forward until an engineering study is done.

Mr. Kerrigan recognized Stephanie Stanton, 942 Main Street. Ms. Stanton would be in favor of using the site for affordable housing.

Mr. Kerrigan recognized Victoria Petracca, 67 Woodland Meadow Drive, who noted that the Memorial School site is listed as part of the housing production plan that was approved by the Planning Board, the Select Board, and the State. She noted that affordable housing at the Memorial School would serve a critical need, since it is town-owned property and unit prices could be affordable to many on the Bigelow Gardens waitlist, whereas the 40R and other affordable areas would still be out of the price range of many on the list.

Mr. Kerrigan recognized George Franz, 13 Highfield Drive. Mr. Franz said that there were two questions: funding an engineering study and legal questions regarding deed restrictions. Once these are ironed out, the town can debate the best and highest use, but initially the town needs to address these two questions.

Mr. Allison moved to have Ms. Hodges work with Town Counsel to fully understand the opportunities for the Memorial School with respect to restrictions. Ms. Turner seconded the motion. *Vote taken; Alexandra W. Turner, Aye; Jason A. Allison, Aye; Stephen J. Kerrigan, Aye; Motion passed. [3-0-0]*

- **Police Chief Everett Moody – Refresher/discussion relative to Staff, Committee or Board Members' access and right to access private property.**

At the request of Chair Kerrigan, Police Chief Moody gave an overview of town staff, committee and board members' rights to access private property. Chief Moody explained the limitations on site visits and home inspections, referring to Constitutional issues about illegal search and seizure. He stressed that consent is always the best way to go. He stated that a homeowner has the right to deny access or entry, but that this refusal could result in denial of permits or inaccuracies in recording.

IV. BOARDS, COMMITTEES, AND DEPARTMENT REPORTS - NONE

V. PUBLIC COMMENT PERIOD

Opportunity for the public to address their concerns, make comments, and offer suggestions on operations or programs, except personnel matters. Complaints or criticism directed at staff, volunteers, or other officials shall not be tolerated.

Mr. Kerrigan recognized Ralph Gifford, 861 George Hill Road: He has emailed the Select Board an invitation to attend the Black History Month concert and celebration to be held Saturday, February 11, evening at 6:00pm. It will be held at the College Church at 337 Main Street.

VI. TOWN ADMINISTRATOR REPORT

1. Recruitment/Staffing Updates

Ms. Hodges reported that there is an opening for Assistant Town Clerk. This position will include public records and oversight of the website/social media. The updated job description has been sent to the Union for approval.

2. Review of open Board and Committee positions

Included in the Select Board's packet, pages 57-59. Ms. Turner would like openings to be posted on the Town website. Ms. Hodges explained that this is in process.

3. Other Department Updates

Ms. Hodges reported that staff is now "knee-deep" in budget season.

VII. ADMINISTRATION, BUDGET, AND POLICY

1. Discussion/Debrief of Special Town Meeting January 28, 2023

Mr. Kerrigan thanked all staff and volunteers for helping to make the Special Town Meeting run smoothly. Ms. Hodges added her thanks to Sterling Lancaster Television, Police and Fire, and volunteers. Ms. Turner and Mr. Allison also expressed thanks. Ms. Hodges has prepared a draft of a "rank choice" question for resident preference for Town Meeting days and times to be on a separate ballot during the Annual Town Elections in May.

2. FY24 Budget Updates – tabled

*** Out of Order; prior to entering Executive Session ***

Ms. Turner moved to table the review of the draft budget book. Mr. Allison seconded. *Vote taken; Alexandra W. Turner, Aye; Jason A. Allison, Aye; Stephen J. Kerrigan, Aye; Motion passed. [3-0-0]*

3. Annual Town Meeting 2023

a. Set Meeting Date(s) and Time(s)

The bylaw states that the Annual Town Meeting is held the first Monday in May, unless, by a majority vote of the Select Board, another date is chosen. Ms. Hodges explained that this is important this year because the Town of Sterling has already set their Annual Town Meeting for the first Monday in May, and having Lancaster's on the same date would cause coverage/equipment issues for Sterling-Lancaster Television. Sterling-Lancaster Television (SLTV) has asked if Wednesday might be a possibility, so that they had time to break down equipment in Sterling and set it up in Lancaster.

Ms. Turner moved to set the date for Annual Town Meeting for Wednesday, May 3, 2023. Mr. Allison declined to second; Mr. Kerrigan seconded for purposes of discussion. Ms. Turner would like the Annual Town Meeting to be held at the Bolton Fairgrounds like it was during the COVID pandemic. Mr. Allison would like to wait to decide until the next meeting so that residents have an opportunity to make their wishes known. Discussion was held about whether a decision needed to be made at this point. It was decided that a date will be set at the Select Board meeting on February 13.

Mr. Kerrigan asked for a vote on the motion so that it could be voted down and reconsidered on February 13. *Vote taken; Alexandra W. Turner, No; Jason A. Allison, No; Stephen J. Kerrigan, No; Motion failed. [0-3-0]*

b. Review & Approve Town Meeting Calendar

Tabled until Town Meeting date is set on February 13, 2023; February 27 will be the Joint meeting with Finance Committee to review the budget.

c. Discuss/Review potential Warrant Articles (tabled)

d. Set Date/Time for Annual Town Meeting Warrant Preview (tabled)

4. Acceptance of cost-of-living increase for retirees in the Worcester Regional Retirement System

Ms. Hodges explained that this needs to be a majority vote and is held in every town in the Worcester Regional Retirement System. Mr. Allison moved to accept the cost-of-living increase for retirees in the Worcester Regional Retirement System. Ms. Hodges seconded. *Vote taken; Alexandra W. Turner, Aye; Jason A. Allison, Aye; Stephen J. Kerrigan, Aye; Motion passed. [3-0-0]*

VIII. APPOINTMENTS AND RESIGNATIONS

Resignation

Historical Commission: Joan Richards as a member of the Historical Commission, effective January 27, 2023. Ms. Turner offered a motion to accept said resignation. *Vote taken, Alexandra W. Turner, Aye; Jason A. Allison, Aye; Stephen J. Kerrigan, Aye; Motion passed. [3-0-0]*

Appointments

Historical Commission: John “Sandy” Foster as a member of the Historical Commission, term to expire June 30, 2025 (fill unexpired term.) Ms. Turner moved to appoint John “Sandy” Foster to the Historical Commission, Term to expire June 30, 2025. Mr. Kerrigan seconded the motion. *Vote taken, Alexandra W. Turner, Aye; Jason A. Allison, Aye; Stephen J. Kerrigan, Aye; Motion passed. [3-0-0]*

IX. COMMUNICATIONS

- Select Board’s next Special Meeting will be held on Monday, February 13, 2023 at 6:00pm. It was noted that this will be a brief meeting and will be Zoom only. Mr. Kerrigan asked the Board members to advise Ms. Hodges prior to posting if they would prefer another time.
- Select Board’s next Regular Meeting will be held on Monday, February 27, 2023 at 6:00pm
- Miscellaneous Correspondence and Memoranda

X. ONGOING PROJECTS & OLD BUSINESS - NONE

- **Division of Capital Asset Management and Maintenance Property (Hodges)**
 - Update regarding Special Legislation

Ms. Hodges reported that last year’s special legislation did not happen due to time constraints in the legislature. The good news is that this “restarts the clock” which will allow more time to explore issues such as structural integrity of the buildings and an environmental analysis, necessary before any discussions with developers. There will be an article, similar to last year’s, on the warrant for the Annual Town Meeting. Ms. Hodges is working on an agreement with MassDevelopment for assistance in planning and bidding; she will bring this before the Select Board for adoption. She will also be applying for Fiscal Year 2024 for the One-Stop Community Growth Grant Program which will assist with Master Planning and Archaeological work. This needs to be done because the Town will have to do a Phase I and Phase II site analysis; once this is done, DCAMM can be petitioned to release their assessments to the public.

XI. EXECUTIVE SESSION

Enter Executive Session

Ms. Turner moved to enter Executive Session, not to reconvene in open session, pursuant to M.G.L. c.30A, §21(a) for the following purposes:

- i. Purpose (2): To conduct collective bargaining session with the AFSCME, Local 3720, specifically to hear a Level Three grievance regarding discipline for member A. Martin; and
- ii. Purpose (3): To discuss strategy with respect to collective bargaining, specifically to deliberate regarding the response to grievance filed by AFSCME, Local 3720 regarding discipline for member A. Martin,
- iii. Purpose (3): to discuss litigation strategy re: A. Turner's DUA Appeal, as an open meeting may have a detrimental effect on the litigating position of the Select Board

as an open meeting may have a detrimental effect on the bargaining position of the Select Board and not to reconvene in Open Session thereafter.

Mr. Allison seconded the motion. *Vote taken; Alexandra W. Turner, Aye; Jason A. Allison, Aye; Stephen J. Kerrigan, Aye; Motion passed. [3-0-0]*

XII. ADJOURNMENT

Respectfully submitted,

Kathleen Rocco
Executive Assistant

Alexandra W. Turner, Clerk
Date:



LANCASTER SELECT BOARD

Special Meeting Minutes

of Monday, February 13, 2023

12:00 P.M.

Held via ZOOM:

Join Zoom Meeting: <https://us02web.zoom.us/j/89070958141>

Meeting ID: 890 7905 8141

I. CALL TO ORDER

Member Alexandra W. Turner called the meeting to order at 12:00PM via ZOOM. Member Jason Allison advised that the meeting was being recorded via ZOOM. *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, Alexandra W. Turner, present, Stephen J. Kerrigan, present. Also present, Kate Hodges, Town Administrator.

II. ADMINISTRATION, BUDGET, AND POLICY

1. Schedule/Call 2023 Annual Town Meeting – date, time, location

Mr. Allison moved to schedule the Annual Town Meeting on May 3, 2023 at 7:00PM at the Mary Rowlandson Elementary School and the Luther Burbank Middle School. Ms. Turner seconded. *Vote taken; Alexandra W. Turner, Aye; Jason A. Allison, Aye; Stephen J. Kerrigan, Aye; Motion passed. [3-0-0]*

2. Open Town Meeting Warrant

Mr. Allison moved to open the Town Meeting Warrant. Ms. Turner seconded. Some discussion was held as to the closing date of the Warrant so that Warrants can be mailed; it will probably be closed in late March. Ms. Turner noted that citizens, boards and committees should prepare articles before this to allow time for review. *Vote taken; Alexandra W. Turner, Aye; Jason A. Allison, Aye; Stephen J. Kerrigan, Aye; Motion passed. [3-0-0]*

3. Blue Heron/402 Yellow Birch Lane, Right of First Refusal (Affordable Unit)

Ms. Hodges explained that the Affordable Housing Trust discussed this item at their last meeting. When an affordable property changes hands, the Town has the right of first refusal to

purchase. The Affordable Housing Trust is not in favor of exercising this right; they believe it would be preferable to put the property on the market for resale. Ms. Turner noted that in Blue Heron several affordable units have gone back to market rate, and it would be helpful if this unit were to remain as affordable. Mr. Kerrigan noted that this property was originally built by Habitat for Humanity. Ms. Turner moved to not exercise the Right of First Refusal; Mr. Allison seconded. *Vote taken; Alexandra W. Turner, Aye; Jason A. Allison, Aye; Stephen J. Kerrigan, Aye; Motion passed. [3-0-0]*

III. ADJOURNMENT

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

Respectfully submitted,

Kathleen Rocco
Executive Assistant

Alexandra W. Turner, Clerk
Date:

III. SCHEDULED APPEARANCES & PUBLIC HEARINGS

IV. BOARDS, COMMITTEES & DEPARTMENT REPORTS

V. PUBLIC COMMENTS

VI. TOWN ADMINISTRATOR REPORT

VII. ADMINISTRATION, BUDGET AND POLICY

#1

#2

#3

#4

#5

#6

#7



MASSWILDLIFE

DIVISION OF FISHERIES & WILDLIFE

211 Temple Street, West Boylston, MA 01583
p: (508) 835-3607 | f: (508) 835-4943
MASS.GOV/MASSWILDLIFE

WILDLIFE MANAGEMENT AREA FIELD TRIAL / HUNT TEST APPLICATION/PERMIT

Fee: \$25 (fee only applies on state owned land)

Name of requested WMA Property: Bolton Flats WMA (Pine Hill Rd Parcel) Trial Date(s) April 15, 2023

Organization Name North America Deutsch Kurzhaar Club (NADKC)

Applicant Name Drew Burdick

Address 139 Green Rd, Bolton, MA Zip Code 01740 Telephone 720-219-5056 Email Burdick.ad@gmail.com

Type of Event Sanctioned ☒ Fun/Training ☐ Special (shoot to kill) ☐

Other (indicate type of activity) Derby and Retrieving Reliability Test (see Attachments). Live birds are used in the Derby but ~~no game is shot~~. Dead fox or raccoon are used in the retrieving reliability test (typically salvage or trapped elsewhere). No live game is used in this test.

Requesting motor vehicle access for parking (see Map), and UTV access for bird plating

CONDITIONS

* ~~An Environmental Police Officer must be present at all Special (shoot to kill) field trials. Contact the Massachusetts Environmental Police at (800) 632-8075 to make arrangements.~~

Importation permits are required for importing game birds from out of state. Contact the Division's Permit Office at (617) 626-1575 for applications.

Field Trials / Events will only be permitted on Saturdays after noon and on Sundays during the spring turkey season.

Field Trials / Events will only be permitted on Sundays during the fall deer, upland bird, and waterfowl seasons.

All Wildlife Management Area Regulations apply.

Motor vehicles are not authorized on WMA grounds. Motor vehicle access may be authorized for events on a case by case basis; if motor vehicle access is authorized, this form will be accompanied by a map indicating where vehicles may access the property and where they may travel / park. SEE MAP

Authorization for portable sanitary facilities may be requested for your event. If authorized, the designated location will be indicated on an attached map. Facilities may be placed one day prior to field trial date(s) and must be removed no later than one day after the trial. SEE MAP

I understand that the Division of Fisheries and Wildlife is released from all liability for loss, damage, or injury sustained in connection with the running of field trials on any course whatsoever and that the permitted organization will assume all responsibilities for damages when trials are held on Division

MASSWILDLIFE

grounds. I further agree to abide by all Wildlife Management Area regulations and field trial / event conditions to this permit.

Signature of Applicant: [Signature] Date OCT 11, 2022

DO NOT SEND CASH. MAKE CHECK OR MONEY ORDER PAYABLE TO THE COMMONWEALTH OF MASSACHUSETTS.

Return application, \$25 fee, and self-addressed stamped envelope to the Central Wildlife District Office at 211 Temple Street, West Boylston, MA 01583; or call the District at (508) 835-3607 with any questions.

----- DO NOT WRITE BELOW THIS LINE -----

**

~~E.P.O. assigned to Special Trial~~

Permit not valid unless approved in this space; permit issued under provisions of M.G.L. Ch. 131, Sec. 20 and 21.

Approved: [Signature]

Todd M. Olanyk, MDFW Central District Supervisor

11/16/22

- * any dead fox or racoon used must have been obtained legally. Carcasses must be removed from the wma when the event is over.
- ** A MassWildlife employee will be assigned to supervise the event at no cost to the club.

Derby
Field #1

Derby
Parking
(inside gate
just beyond
Mass
Wildlife Sign)



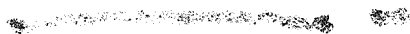
Request UTV / OHV and/or
vehicle access
1) Bolton Flats at 117
2) Gate at Pine Hill Rd
Will stay on existing roads for
transporting judges and equip.

Derby
Field #2

BtR Test (Forest search)

BtR Parking
(Mass Wildlife parking lot)

- ATV/UTV authorized path only
○ - Parking areas - portable sanitary unit allows
here



The Retrieving Reliability Test {Bringtreueprüfung} (Btr)

- § 1 (1) Member clubs can conduct a test of retrieving reliability {Bringtreueprüfung}.
- (2) This test serves the purpose of documenting the special retrieving reliability of the versatile hunting dog. The dog proves this by finding, picking up and delivering to its handler any cold, dead game which was found accidentally and without any influence by the handler.
- § 2 The retrieving reliability test must be conducted in the forest during the months August through March in thickets which are as free of game as possible, or, if appropriate, in mature stands with thick undergrowth. The forest must have small openings which are suited to observe the dog's behavior.
- § 3 Foxes must be used for the retrieving reliability test which must conform with § 12 (1) VGPO. The organizing club can provide the foxes or request that each handler bring one fox to the test. In the latter case, the requirement must be included in the test announcement. The forest places which have been selected for the placement of the foxes will be assigned to the handlers prior to the test by luck of the draw.
- § 4 (1) Prior to the test, places suitable for placing the foxes must be identified and marked.
- (2) These places must be at least 50 m apart from each other, and at least 100 m from the edge of the forest stand where the dog is to be released for the test. Selection and preparation of these places should allow that the judges can well observe the dog's behavior at the fox, but that the dog cannot scent or see the judges. If possible, it is advisable to use tree stands, ladders, etc.
- § 5 The fox selected for the test must be placed at least 2 hours before the test in the open – i.e., not behind a tree or in a depression. The fox must be carried to the assigned spot. Under no circumstances may the fox be dragged or touch the ground while being transported. To avoid that the dog encounters human tracks during the test, the persons carrying the fox must walk in a wide circle, that is at least 200 m from the assigned spot of the fox, to the opposite side of the test grounds (relative to the spot from where the dog is to be released), and from there proceed in a straight line to the location where the fox is to be placed.
- § 6 (1) At a Btr test, three Association Judges {Verbandsrichter} must be present.
- Two of these judges observe from their prepared positions how the dog behaves when encountering the fox.
- (2) The third judge accompanies the handler of the dog under evaluation. He must ascertain that the regulations of §§ 8 to 10 are strictly followed in every detail.
- § 7 For purposes of communication among the judges, the use of 2-way radio or cell phone is recommended.

§ 8 (1) While his dog is under evaluation, the handler may not handle another dog. He may not be accompanied by anybody except the judge, to prevent disturbance of the working dog. While his dog is working, the handler may not leave his assigned spot with the accompanying judge. He must remain absolutely silent after the dog has been released.

(2) If the handler does not follow these regulations, the dog must be excluded from the continuation of the test and must be immediately called back and leashed.

§ 9 (1) The handler can send his dog to search the cover either from his position, or he can command the dog to lie down at a certain distance from his position and then send the dog with a hand signal or voice command.

(2) After both judges at their observation posts have indicated by the agreed signal that the test can begin, the judge accompanying the handler orders the release of the dog.

(3) The handler must then send his dog into the thicket with a search command (not a retrieving command).

§ 10 From this moment on, the dog is allowed 20 minutes to find the fox in the thicket during its search, and to retrieve it to the handler. The dog can be commanded to search {Stöbern} as often as the handler desires with a low voice command suitable in hunting situations.

§ 11 The dog has passed the retrieving reliability test if it retrieves the fox to the handler within 20 minutes of the initial release.

§ 12 The dog is to be eliminated from the test and to be leashed immediately, if it arrives at the fox during the search but fails to pick up the fox and returns to the handler or continues the search.

§ 13 If a dog fails the Retrieving Reliability test, the fox can remain in place and a second dog can be released to search the same thicket. However, this dog must be started at least 50 m from the release point of the previous dog.

§ 14 The test director and chairpersons of the organizing club are fully responsible that the Btr test is conducted according to these regulations and that the regulations are strictly observed.

§ 15 Within four weeks, the test director must submit a test report to the Registrar {Stammbuchführer} using Form 25 {Formblatt 25}.

An administration fee of Euro € 25.00 per dog is due if, reports and paperwork is received by the Registry Office {Stammbuchamt} later than four weeks after the test, but not more than Euro € 150.00 for the entire test.

§ 16 Upon examination of the documents the Registrar issues the performance award "Btr" to those dogs that passed the retrieving reliability test in accordance with these test regulations, and issues a certificate of completion for the owner of the dog, to be appended to the pedigree {Ahnentafel}. The certificate is forwarded to the test organizer.

- c) Decline the appeal as unjustified.
- d) The verdict of the appeals commission must be recorded in writing. The decision of the appeals commission is final.

§20

The German Shorthair Association (DKV) must deny recognition of any test that violated essential parts of the test regulations.

§21

The organizing club is responsible for a timely announcement of planned breed tests. IKP and Kleemann-Test must be announced in the Association Newsletter (Kurzhaar Blätter)

These regulations were approved by the Main Convention of the Deutsch-Kurzhaar Association on March 17, 2007. They became effective on *April 1, 2007*.

DERBY

Regulations for the Spring Test

March 17, 2007

I. Purpose of the Test (Zweck der Prüfung)

(1) The Derby is a breed test along with a natural ability test. Its purpose is to determine the young dog's natural abilities in the most important field categories and to assess the breeding values of the young dog's parents.

(2) This test serves its purpose best when on the one hand the training and preparation of the young dog are sufficiently advanced that its natural abilities have been developed and can be evaluated, but on the other hand, the handler's influence does not overly cover or mask the young dog's natural ability. From past experience, testing during the first spring, best shows the dog's natural abilities regarding the acuity of nose, finding ability, a smart search with the purpose of finding game, as well as pointing and relocating feathered game.

(3) The Derby training will be most successful if the young dog's wild passion for hare and tracks has been sufficiently restrained during winter and early spring, so that his attention can be focused on game birds when they start pairing in spring before nesting. Therefore, the Derby does not require work on the hare's track. However, upon occasion shown manner of hunting and very good work on a hare track are to be documented.

(4) Required for proper execution of the test are large fields that contain a sufficient number of game birds.

(5) The parents' breeding values are easier to recognize by testing as many littermates as possible.

(6) Clubs and judges must be equally concerned with setting high, but reasonable standards for the young dog's work in order to ensure the significance of the awarded Derby prizes and that the Spring Breeding Test - Derby - remains a valuable breeding instrument.

II. Organization of the Test (Veranstaltung der Prüfung)

§ 1

The Spring Breeding Test - Derby - may only be held in the spring. Execution is the responsibility of the clubs.

§ 2

(1) Admitted to the test are all Deutsch-Kurzhaars born after 30, September of the year before last. They must be registered in the Deutsch-Kurzhaar Breed book (Zuchtbuch DK).

Other pointing dog breeds with FCI pedigrees may also be admitted.

(2) If more than 3 dogs over the age of 15 months are present, they should be tested together in one group.

§ 3

(1) No more than 6 dogs should be tested by one judges' group in one day.

(2) The test director may grant an exception of up to 8 dogs if the test fields have a very good game bird population.

III. Execution of the Test (Durchführung der Prüfung)

General (Allgemeines)

§ 4

(1) Dogs must be tested individually and thoroughly in all categories. Each dog should be given several opportunities to prove itself. The judge's report (form) must contain all relevant details.

(2) Afterwards, the dogs selected by the judges may be tested in pairs, in order to determine under the most equal circumstances possible, which dog knows best how to use his nose and therefore finds more game faster. The distance between the two dogs is not to be so wide-ranged that the judging group would have to split up. (n/a to NADKC?)

The Individual Categories (Prüfungsfächer)

§ 5

(1) The main emphasis of the Spring Breeding Test - Derby - is the determination of nose quality, how fluid, persistent, and systematic the search is, how quickly game is found, the steadiness of

pointing, and the manner of cooperation. Also, the assessment of the dog's mental stability, temperament, and maturity is very important.

(2) The following will be tested:

- Nose
- Search
- Pointing
- Cooperation

(3) The following will be observed and rated:

- Desire to work
- Obedience

The manner of hunting (gives tongue on track, gives tongue on sight, silent, questionable or dog barks without presence of game (waidlaut)) should be determined, if possible. Giving tongue on track, giving tongue on sight, or silent can only be evaluated when following hare or fox. Shown manner of hunting on other furred game is to be recorded on the score sheet and signed by the test director. When evaluating the natural abilities of the Derby dog, it is essential to consider the youth and lack of experience of the dog as well as any obvious beneficial or detrimental handler influence.

Nose: (Nase)

(1) The judgment of the quality of nose is the most important and at the same time the most difficult part of the field test. In general, the nose quality can only be indirectly determined by closely observing a multitude of signs. Therefore, the judges need great knowledge and experience in order to consider the respective circumstances, such as vegetation, wind conditions, etc. Dogs with a fine nose exhibit a markedly **nose dominated manner of work**. These dogs "lean" into the wind with their noses, briefly mark game and game bird scent, chew the scent during pointing, find quickly, scent game from a long distance, stay in scent-contact with moving game and are able to produce the game. A sign of a good nose is the more horizontal than vertical head position that could serve as an indication of the quality of the nose.

Search: (Suche)

(2) The search should be brisk, roomy, methodical, fluid and persistent but never hectic, erratic, without concentration or vision dominated. **The manner of the search should be determined by the use of the nose and willingness to find game.** The search that is more adapted to the terrain and wind direction is rated higher. The use of a good search pattern, correct turning into the wind, and proper approach to the ground cover are as important as speed adapted to the terrain and vegetation or a fluid, ground covering persistent gait. The style of the search allows valuable conclusions as to the character, temperament, and inner balance of the dog.

Pointing: (Vorstehen)

(3) The dog should point or lie in front of tight sitting, unmoving game birds. Only positive pointing of actual game is rated as pointing. Signs of very good pointing are firm intense pointing as well as independent scent following of moving game. Repeated intense pointing without game present is a sign of unsure pointing and must be rated as a fault. If there are insufficient game birds, pointing of furred game may be rated accordingly. *Running after fleeing game birds is not rated as a fault during the Derby.*

Cooperation: (Führigkeit)

(4) The manner of cooperation is evident in the willingness of the dog to readily stay in contact with the handler and to be of service to the handler.

Obedience and Desire to work:

(Arbeitsfreude und Gehorsam)

(5) The desire to work and the obedience of a dog must be determined by careful observation during the entire test and must be considered when using discretionary freedom in assigning the score.

Obedience: (Gehorsam)

(6) Obedience differs from cooperation in that it requires a form of direct submission, resulting from upbringing or training. The handler demands it from the dog in a one-way communication. At the Derby, the required obedience entails that the dog responds willingly to the handler's command or whistle, returns to the handler when called, and can easily be leashed, as long as it is not currently distracted by presence of game or scent.

Desire to work: (Arbeitsfreude:)

(7) The desire to work is demonstrated in the ambition and enthusiasm with which the dog performs the required tasks.

Evaluation of Faults and Gunfire Tolerance: (Feststellung von Fehlern und Schussfestigkeit)

(1) The following is considered a fault:

- a. Intentional avoidance of game (blinking).
- b. Repeated, convincing point without game present.
- c. Flushing of feathered game without prior marking, or overrunning game, if both are caused by insufficient nose quality.
- d. Repeated, long lasting rabbit chasing, whereby the dog withdraws itself from the testing procedure in the main categories of field work on game birds.
- e. Flushing feathered game after having marked the scent from afar due to incomplete Derby training. This can often be used to evaluate nose quality.

(2) To determine possible gun-shyness or gun sensitivity, at least 2 shotgun discharges must be fired during each dog's search, within at least 20 seconds of each other, from a distance not exceeding shotgun range. 11, Number 5, 7 and 8 of the General Regulations must be observed.

§ 6

Rabbit Track: (Hasenspur)

(1) If a dog intentionally or by chance shows at least satisfactory work in tracking an unseen rabbit or fox, then this is to be recorded on the score sheet (Spurarbeit) with the appropriate mark *and predicate* (*satisfactory or good*).

(2) Very good work in tracking will be marked by the customary Andreas Star (*). These performances, however, do not influence the general evaluation.

(3) The handler cannot request work on a rabbit track.

(4) The only criterion to be evaluated is the natural ability of willingness to track and tracking reliability. Shown tongue (Art des Jagens) is to be noted.

**IV. Prize Assignment
(Preiszuteilung)**

§ 7

(1) A Prize I, II and III will be awarded.

(2) In order to qualify for a Prize I, the dog's performance in the categories of Nose, Search and Pointing must be rated as "very good" and in the category of cooperation as "good". For a Prize II all performances must have been at least "good" and for a Prize III at least satisfactory. Hence, the following minimum scores are required in each prize category.

Test Categories	Performance Factors		
	Prize I	Prize II	Prize III
Nose	4	3	2
Search	4	3	2
Pointing	4	3	2
Co-operation	3	3	2

(3) A ranking of the dogs within their prize categories will not be conducted.

(4) Dogs that successfully pass a Derby in their first year (breeding year), receive the notation (J) for youth behind their assigned category (e.g. D1 (J)).

The annual general meeting of the Deutsch-Kurzhaar-Verband approved these regulations on 17. March 2007. They became effective on 1. April 2007.

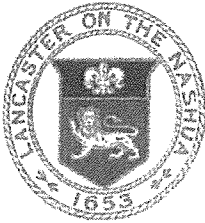
**SOLMS
Regulations for Autumn Test
from 17. March 2007**

**I. Purpose of the Test
(Zweck der Prüfung)**

#8

VIII. APPOINTMENTS AND RESIGNATIONS

IX. LICENSES AND PERMITS



TOWN OF LANCASTER, MASSACHUSETTS

OFFICE OF THE BOARD OF SELECTMEN

RECEIVED

FEB 13 2023

Board of Selectmen

SPECIAL (ONE DAY) LIQUOR LICENSE APPLICATION

TODAY'S DATE: Feb. 13, 2023

APPLICANT'S NAME: George Frantz TELEPHONE: 978-807-0308

ORGANIZATION: First Church of Lancaster, Unitarian

EVENT ADDRESS: 925 Main St.

EVENT PURPOSE: St. Patrick's Day dinner

EVENT DATE: March 18, 2023

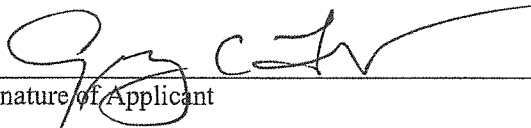
EVENT HOURS: 5-8 pm

ALCOHOL: Beer and Wine: _____ All Alcohol*: X
(Non Profit; Charity or Club Only)*

ATTENDANCE: Approximate Number of Persons in Attendance: _____

Persons Under 21 in Attendance: Yes X 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.


Signature of Applicant

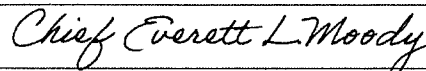
POLICE DEPARTMENT OFFICIAL USE ONLY

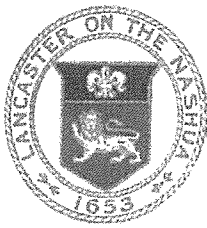
X Approval Recommended _____ Approval Not Recommended

Police Officer Required: Yes _____ No X

Comments/Conditions: _____

Date: 02/14/2023


Police Chief Signature



TOWN OF LANCASTER, MASSACHUSETTS

OFFICE OF THE
BOARD OF SELECTMEN

RECEIVED

FEB 13 2023

Board of Selectmen

SPECIAL (ONE DAY) LIQUOR LICENSE APPLICATION

TODAY'S DATE: Feb. 13, 2023

APPLICANT'S NAME: George Frantz TELEPHONE: 978-807-0308

ORGANIZATION: First Church of Lancaster, Unitarian

EVENT ADDRESS: 925 Main St.

EVENT PURPOSE: Bulfinch Bee 5K race

EVENT DATE: Saturday, May 6, 2023


EVENT HOURS: 9 am to noon & 11-2 pm

ALCOHOL: Beer and Wine: _____ All Alcohol*: X
(Non Profit, Charity or Club Only)*

ATTENDANCE: Approximate Number of Persons in Attendance: _____

Persons Under 21 in Attendance: Yes X 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.


Signature of Applicant

POLICE DEPARTMENT OFFICIAL USE ONLY

X Approval Recommended _____ Approval Not Recommended

Police Officer Required: Yes _____ No X

Comments/Conditions: _____

Date: 02/14/2023


Police Chief Signature

To whom it may concern,

The standing committee of First Church in Lancaster is in full approval of selling beer at the Bulfinch Bee 5-K Race, on Saturday May 6th. 2023. The Standing Committee has discussed the issue and believe that it is entirely appropriate for us to offer beer to our supporters.

Thank you,
Daniel Poch
FCC Standing Committee Chair



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/21/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Church Mutual Insurance Company, S.I. 3000 Schuster Lane P.O. Box 357 Merrill WI 54452		CONTACT NAME: Church Mutual Insurance Company, S.I. PHONE (A/C, No, Ext): 1-800-554-2642 FAX (A/C, No): 855-264-2329 E-MAIL ADDRESS: customerservice@churchmutual.com	
INSURED FIRST CHURCH OF CHRIST UNITARIAN INC 725 MAIN ST LANCASTER MA 01523-2248		INSURER(S) AFFORDING COVERAGE INSURER A: Church Mutual Insurance Company, S.I. INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 18767	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**


THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	0190730 02-085180	04/05/2020	04/05/2023	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000					
	MED EXP (Any one person) \$ 10,000					
	PERSONAL & ADV INJURY \$ 1,000,000					
						GENERAL AGGREGATE \$ 3,000,000
						PRODUCTS - COMP/OP AGG \$
						\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$
						BODILY INJURY (Per person) \$
						BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
						\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$
						AGGREGATE \$
						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
						E.L. EACH ACCIDENT \$
						E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate Holder is an additional insured as required by written contract or agreement per the General Liability Enhancement endorsement included in the policy.

CERTIFICATE HOLDER**CANCELLATION**

Town of Lancaster 695 Main St Lancaster MA 01523-2294	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
---	--

X. NEW BUSINESS

XI. COMMUNICATIONS



The Commonwealth of Massachusetts
Executive Office of Technology Services and Security
One Ashburton Place, 8th Floor
Boston, Massachusetts 02108

MAURA T. HEALEY
Governor

KIMBERLEY DRISCOLL
Lieutenant Governor

JASON SNYDER
Secretary/CIO

Feb 9, 2023
Town of Lancaster
Kate Hodges
Town Administrator

We are pleased to affirm that following the review of applications for the competitive Municipal Cybersecurity Awareness Grant Program, your organization has been selected to participate.

Cybersecurity continues to be a growing threat across the Commonwealth, and we are excited to partner with you to improve the cybersecurity posture of your organization.

This program delivers to the end-user an initial and final assessment, cybersecurity training, and threat simulation, administered by EOTSS and Proofpoint (cybersecurity vendor). As specified in the grant application, participation requires:

- Confirmation of executive-level ongoing commitment to the program.
- Identification of a point of contact who will work directly with EOTSS to successfully deploy the program.
- Commitment of efforts to educate employees throughout this one-year program, including review of reports to identify and encourage employees who have not participated in the training.
- Acceptance of the standardized curriculum and scheduling to support a multi-jurisdiction effort.
- Approval for EOTSS and/or Proofpoint to send simulated phishing emails to staff in an effort to better understand cybersecurity posture and educate employees on how to identify phishing attempts.
- Approval for EOTSS to leverage data collected through the program to support efforts to better understand the cybersecurity posture of local government in the Commonwealth.

Your main point of contact for this grant program is the Office of Municipal and School Technology, whom may be reached at cyberawarenessgrant@mass.gov.

We look forward to partnering with you on this critically important initiative to improve cybersecurity posture across the Commonwealth.

Sincerely,

A handwritten signature in blue ink, appearing to read "J-Snyder".

Jason Snyder
Secretary/CIO

Signature: 
Kate Hodges (Feb 9, 2023 14:20 EST)

Email: khodges@lanasterma.gov







2023 Municipal Cybersecurity Awareness Grant Program Award Letter

Final Audit Report

2023-02-09

Created:	2023-02-09
By:	Ethan Shim (Ethan.Shim@mass.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAANG2nogWnDyaTnpJcVQFluY3wWdfPOUqW

"2023 Municipal Cybersecurity Awareness Grant Program Award Letter" History

-  Document created by Ethan Shim (Ethan.Shim@mass.gov)
2023-02-09 - 7:11:56 PM GMT
-  Document emailed to khodges@lancasterma.gov for signature
2023-02-09 - 7:18:21 PM GMT
-  Email viewed by khodges@lancasterma.gov
2023-02-09 - 7:19:36 PM GMT- IP address: 23.30.151.52
-  Signer khodges@lancasterma.gov entered name at signing as Kate Hodges
2023-02-09 - 7:20:07 PM GMT- IP address: 23.30.151.52
-  Document e-signed by Kate Hodges (khodges@lancasterma.gov)
Signature Date: 2023-02-09 - 7:20:09 PM GMT - Time Source: server- IP address: 23.30.151.52
-  Agreement completed.
2023-02-09 - 7:20:09 PM GMT



Sterling-Lancaster Community Television, Inc.
Butterick Municipal Building
1 Park St
Sterling, MA 01564

Executive Director
Matthew Downing

Access Manager
Victoria Straitt

Studio Coordinator

Production Coordinator
Anthonio Garcia

Board of Directors
Richard Maki, Pres.
Robert Kadlec, V. Pres.
John Ledoux, Treas.
Tom Kennedy, Clerk
Greg Billings
Joe O'Connor
Doug Brown
Bob Govoni

Sterling-Lancaster Community Television, Inc. is a 501(c)3 Organization established to provide Public, Educational, and Government programming to the towns of Sterling and Lancaster via Comcast channels 8 and 99

February 3rd, 2023

Stephen Kerrigan, Chair
Lancaster Select Board
Prescott Building
701 Main Street
Lancaster, MA 01523

Re: Enclosed donation from SLCT

Dear Mr. Kerrigan:

In appreciation for the use of the physical space in the Community Center for our broadcast transmission equipment and other support benefiting our cablecasting operations, SLCT would like to donate \$1,200 to the Town of Lancaster.

Our ongoing successful operations would not have been possible without the initial and continuing support of the Board of Selectmen. For that, we are sincerely grateful.

We look forward to a continued mutually fruitful partnership with the Town of Lancaster in providing public access television and media services to its' citizens.

Sincerely,


Richard Maki, President
Board of Directors
Sterling-Lancaster Community Television, Inc.

Enclosure

XII. ON GOING PROJECTS & OLD BUSINESS

XIII. ADJOURNMENT
