



**LANCASTER SELECT BOARD
Special Meeting Minutes
of Thursday, June 22, 2023,
5:00 P.M.
Prescott Building – Nashaway Room**

ZOOM: <https://us02web.zoom.us/j/82410720390>

Meeting ID 824 1072 0390

I. CALL TO ORDER

Chairman Stephen J. Kerrigan called the meeting to order at 5:01PM and advised that the meeting was being recorded and 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.

Roll call vote taken, Jason A. Allison, present, Alexandra W. Turner, absent, Stephen J. Kerrigan, present. Also present, Kate Hodges, Town Administrator. It was noted that this meeting was rescheduled from June 26 due to scheduling conflicts; because Ms. Turner regretfully could not attend, items that she had requested be placed on the agenda will be tabled until the next Regular Select Board meeting.

II. APPROVAL OF MEETING MINUTES

Mr. Allison moved to approve the minutes of June 5, 2023. Mr. Kerrigan stepped aside as Chair to second the motion. *Vote taken, Jason A. Allison, Aye; Stephen J. Kerrigan, Aye. Motion passed. [2-0-0].*

III. PUBLIC COMMENT

Opportunity for the public to address their concerns, make comments and offer suggestions on operations or programs.

**** Taken out of order; Memorial School Reuse topic taken here ****

No public comment was offered.

IV. TOWN ADMINISTRATOR REPORT - NONE

V. ADMINISTRATION, BUDGET, AND POLICY

1. Town Administrator Review (Allison)

Mr. Allison has been researching best practices for performing a Town Administrator review. He would like to present this when a full Board is available, and requested that this item be tabled. Mr. Allison moved to table this item to the next regularly scheduled meeting; Mr. Kerrigan stepped down as Chair to second the motion. *Vote taken, Jason A. Allison, Aye; Stephen J. Kerrigan, Aye. Motion passed. [2-0-0].*

2. Energy Committee Update/Next Steps (Turner)

3. Earth Removal Fees (Turner)

Mr. Allison moved to table the items “Energy Committee Update” and “Earth Removal Fees” to the next regularly scheduled meeting; Mr. Kerrigan stepped down as Chair to second the motion. *Vote taken, Jason A. Allison, Aye; Stephen J. Kerrigan, Aye. Motion passed. [2-0-0].*

VI. APPOINTMENTS AND RESIGNATIONS

Appointments:

- **Tax Fairness Committee Nominations & Appointments**

Mr. Allison moved to appoint Roy Rezac to an at-large position on the Tax Fairness Committee. Mr. Kerrigan stepped down as Chair to second the motion. *Vote taken, Jason A. Allison, Aye; Stephen J. Kerrigan, Aye. Motion passed. [2-0-0].*

It was noted that the Tax Fairness Committee is an ad hoc committee, and as such, there is no term expiration date.

VII. OLD BUSINESS

- **Memorial School Reuse**

Mr. Kerrigan reported that the awaited report from Town Counsel has been received. The Select Board needs to review the report and then to waive privilege. Following this they will forward the report to the Chairs of Memorial School Reuse Committee, Conservation Commission, Recreation, Affordable Housing Trust, Planning Board, and Zoning Board of Appeals for their review. After they have had a chance to read the report and share it with their boards or committees, it will be on the next Select Board agenda for discussion and determination of next action.

An audience member asked for a thumbnail sketch of what the report contains.

Mr. Allison moved to waive privilege on the Memorial School Reuse Report from Town Counsel. Mr. Kerrigan stepped down as Chair to second the motion. *Vote taken, Jason A. Allison, Aye; Stephen J. Kerrigan, Aye. Motion passed. [2-0-0].*

Mr. Kerrigan asked Ms. Hodges to summarize the Report. She read the conclusion, *"Considering all the forgoing, I believe the Town's options for use of the Memorial School property include, 1. Reuse of the school building or the property for a recreational and playground use, or 2. A petition in the nature of cy-près to permit another use of the property in the hopes that the Court will be sympathetic to the Town's apparent good faith effort to release the use limitations prior to constructing the school, and the extensive period of time during which the school has occupied this portion of the property."*

Mr. Kerrigan and Ms. Hodges offered some explanation about what the second option means; it seems likely that an Act of the Legislature would likely be needed for any use other than that specified when the land in question was bequeathed to the Town.

- **Vendor Fees & Fairgrounds Use Surcharge (Turner)**

Mr. Allison moved to table this item to the next regularly scheduled meeting; Mr. Kerrigan stepped down as Chair to second the motion. *Vote taken, Jason A. Allison, Aye; Stephen J. Kerrigan, Aye. Motion passed. [2-0-0].*

- **Public Records Costs & Volumes**

Mr. Allison reported that in the last ten months, Public Records requests have cost the Town of Lancaster about \$60,000. He suggested that decisions have to be made as to whether an employee should be budgeted to manage this going forward. Ms. Hodges added that it has taken 701.6 hours at varying rates.

VIII. COMMUNICATIONS

- Select Board's next Meeting will be determined; no meeting will be held on July 3, 2023.
- Miscellaneous Correspondence & Memoranda

IX. ADJOURNMENT

Mr. Allison moved to adjourn the meeting; Mr. Kerrigan seconded. *Vote taken, Jason A. Allison, Aye; Stephen J. Kerrigan, Aye. Motion passed. [2-0-0].*

Respectfully submitted,

Kathleen Rocco
Executive Assistant

APPROVED

Jason A. Allison, Member
Date: July 27, 2023