



**LANCASTER SELECT BOARD**  
**Revised\***  
**Regular Meeting Agenda via ZOOM™**  
**Monday, October 4, 2021**  
**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*

**I. CALL TO ORDER**

Chairman Jason A. Allison will call the meeting to Order at 6:00 P.M. via ZOOM™

Join Zoom Meeting

<https://us02web.zoom.us/j/88900048955>

Meeting ID: 889 0004 8955

One tap mobile

+13126266799,,88900048955# US (Chicago)

+16465588656,,88900048955# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 889 0004 8955

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

**II. PUBLIC COMMENT PERIOD**

6:00 P.M. - Opportunity for the public to address their concerns, make comment and offer  
6:10 P.M. suggestions on operations or programs, except personnel matters. Complaints or criticism directed at staff, volunteers, or other officials shall not be permitted.

**III. APPROVAL OF MEETING MINUTES**

Review and take action on Regular Meeting Minutes September 20, 2021

**IV. SCHEDULED APPEARANCES & PUBLIC HEARINGS**

Interviews with Building Inspector Candidates (Vote may be taken)

- 6:05 pm Brian Gingras
- 6:30 pm Bentley Herget

**V. BOARDS, COMMITTEES AND DEPARTMENTS REPORTS**

Human Resource Director Sandi Charton to give an update on accomplishments and priorities



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**VI. TOWN ADMINISTRATOR REPORT \***

Town Administrator Orlando Pacheco will update the Board on the status of current projects pending.

- LLEC Earth Product Renewal Permit
- Dispatch Audit
- Diversity and Inclusion Certificate/Training
- Lancaster School Potential Capital
- Nashoba Regional School District (NRSD) Building Committee Update
- MS4 Permit
- Right of First Refusal – 0 Deershorn Road (Map 41 Parcel 34)
- Community Preservation Act (CPA) Update

**VII. ADMINISTRATION, BUDGET, AND POLICY**

1. Review Town of Lancaster Mandatory Vaccination and Testing Policy (*item tabled on 9/29/21*)
2. Finalize Senior Work-Off program information (Moody)
3. Discussion Meeting Minutes recordings for Boards and Committees (Moody)
4. Discussion on Atlantic Union College Abatement & Exemptions\* and set meeting with Board of Assessors(Moody)
5. Set up online process for obtaining email exchange regarding Public Records Request\* (Moody)
6. Status of all current commercial/industrial developments and proposed projects (Turner)
7. North Lancaster Settlement Agreement (Turner)
8. Community Development and Planning Staffing (*continued from 9/20/21 meeting*)
9. Accept donation gift to the Fire Department in the amount of \$4237 (Town Administrator)
10. Discussion on status of the Economic Development Committee (*continued from 9/29/21 meeting*)

**VIII. APPOINTMENTS AND RESIGNATIONS**

Appointments (Vote may be taken)

Economic Development Committee – (term to be determined)

- Steve Kerrigan

**IX. LICENSES AND PERMITS**

**Application for License Theatrical Exhibitions, Public Shows, Public Amusements and Exhibitions of Every Description Held on Weekdays and Sundays** (*Continued from Select Board Meeting 9/20/21*)

Applicant: Dean and Flynn, Inc. dba Fiesta Shows

Event: Fiesta Shows in partnership with Bolton Fair, Inc. to host 2<sup>nd</sup> Annual Lancaster Holiday Light Show.

Operating Dates: November 24, 2021 – January 2, 2022

Operating Hours: Sunday – Thursday – 5pm-10pm

Friday – Sunday, Holidays 5pm- 11pm



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**X. OTHER/UNFINISHED BUSINESS**

- **Annual Town Report**  
Estimated due date for the Annual Town Report will be December 2021. Mr. Pacheco reported that some of the reports are now in and can now start compiling them sooner therefore maybe able to accelerate the December date.
- **Code of Conduct Policy**  
Comments have been forwarded to Select Board members and ask the Human Resource Director to incorporate those comments into a draft and sent out to the Select Board for their review.
- **North Lancaster Settlement**  
Town Administrator will work with Capital Group and to get the Assignment and Assumption Agreement and once that is received can move forward with the closing as soon as possible, and to have this resolved. If this cannot be turned around soon, Town Administrator will ask Capital Group to formally state why and to provide that in writing. If there is a refusal in the request, the Town will need to engage Town Counsel. Mr. Pacheco reported he will get Mr. Depietri's demand in writing and send to Town Counsel for their opinion and have something by the 29<sup>th</sup> of September.
- **Division of Capital Asset Management and Maintenance (DCAMM)**  
Legislative Delegation was given a site tour on September 30<sup>th</sup>. The Town needs to consider special legislation to start the property transfer from the Commonwealth to the Town.
- **Aggregation**  
12 month contract extension with Dynegy was executed with guidance from the Energy Commission. Power mix is 49% renewable. New price will be 14.974 per Kwh.
- **Gazebo Ramp**  
Materials have been ordered and the goal is to have this completed by Halloween is on target. Mr. Pacheco reported that Dig Safe will need to be called for this project.
- **Status Barrett Planning Group**  
Request for a reserve fund transfer has been sent to the Finance Committee
- **Audit Services**  
Powers & Sullivan is under contract for the FY22 Audit. Mr. Pacheco reported that this is an exempt service but can do a quote. Ms. Turner would like to assemble an Audit Committee.
- **0 Hardy Street (Map 42 Parcel 11)**  
Town is conducting additional title work and determine if there is additional access.

**XI. NEW BUSINESS \***

*\*This item is included to acknowledge that there may be matters not reasonably anticipated by the Chair*

**XII. COMMUNICATIONS**

- Select Board's next regular meeting will be held via Zoom on October 18, 2021, at 6:00pm

**XIII. ADJOURNMENT**