



LANCASTER BOARD OF SELECTMEN
Regular Meeting Agenda
VIA ZOOM™
Monday, November 16, 2020
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 Jay M. Moody will call the meeting to Order at 6:00 P.M. via ZOOM™

Meeting ID
825 7581 9944

Invite Link
<https://us02web.zoom.us/j/82575819944>

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 of November 9, 2020 and Special Meeting Minutes of November 9, 2020.

IV. SCHEDULED APPEARANCES & PUBLIC HEARINGS

- Minuteman Regional Vocational Technical High School to update the Athletic Fields Project

V. BOARDS, COMMITTEES AND DEPARTMENTS REPORTS

- Conservation Commission Update
- Economic Development Ad Hoc Committee Report

VI. TOWN ADMINISTRATOR REPORT

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



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VII. ADMINISTRATION, BUDGET, AND POLICY

1. Open discussion with Nashoba Regional High School (NRHS) teachers and Lancaster Board of Selectmen regarding Tri Town Meeting letter See Pages 3 - 4
2. Chapter 61A 28 Runaway Brook Road, Lot 18A, Right of First Refusal. Vote may be taken.
3. Development of survey to be placed on town website and at all departments as to the rating of service received from the public
4. Town administrator office hours
5. Schedule of town administrator to be available for selectmen
6. List of special Municipals Employees
7. Discussion of Town Moderator as special employee

VIII. APPOINTMENTS AND RESIGNATIONS

Appointment

Planner Director – Nathan Boudreau

Resignation

Conservation Commission: Bonnie Mae Smith effective immediately

IX. LICENSES AND PERMITS - NONE

X. NEW BUSINESS *

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

XI. COMMUNICATIONS

- Board of Selectmen Pre-town Meeting will be held on Monday November 23,2020 at 6:30pm at the Mary Rowlandson School
- Special Town Meeting will be held on Monday, November 23, 2020 at 7:00pm at the Mary Rowlandson Elementary School Auditorium, Gym, Cafeteria.
- Next Board of Selectmen’s Meeting will be held on Monday, December 7, 2020 at 6:00pm via ZOOM™

XII. ADJOURNMENT

The Nashoba Regional High School faculty are deeply concerned that a very small but very vocal minority of district parents are trying to hijack the operational decisions made by the educational professionals of the school district and the high school.

The professional staff of the district spent weeks in serious deliberation with input from all parties to choose the best learning model for the high school under these very trying circumstances. The professional staff in conjunction with the duly elected school committee made an informed and rational decision that what is best for the education of our students is to be fully remote at the high school. That decision was not arbitrary or capricious or made in secret, but a fully informed and deliberate decision made in response to a complex set of variables.

This small minority disagrees with the remote decision. Rather than accept it, they have gone to lengths to apply political pressure to have their way. They have badgered district administration. When they didn't get their way with the school district, they went to the town selectmen which led to the awful tri-town meeting Oct. 14. The social media pages they post on are full of stretched and distorted information and outright incorrect information. They couch their demands in other terms: lack of transparency, lack of communication, just wanting a plan to move forward. But these are all red herrings; there has been full transparency and communication. Their message is loud and clear: we think hybrid is better, so you must too. Never mind that with hybrid, hundreds of high school students will elect to opt out. Never mind that hundreds of families are satisfied with remote.

Just so that we are clear: the hybrid model is not a magic bullet. Every model has pros and cons and the hybrid model has serious cons. It is not a given that hybrid model is superior; in fact we think that full remote is best for learning as it maximizes instructional time for students. Switching to hybrid will create a major lurch in instruction just as we are gaining our stride with remote learning.

This statement is not really meant to debate the merits of a full-remote vs. a hybrid model, although this is today's hot issue. This statement is to support a professional process for decision making in the school district. This small parent group wants to hijack the process for their own ends. We can't have this.

To the selectmen of the three towns: You have a responsibility to all your constituents, not just this one small parent group. Your lack of due diligence in preparation for the tri-town meeting was appalling. Taking the words of this vocal minority parent group as gospel, presuming as fact that hybrid is superior to full remote without any pre-discussion with the school district administration was poor governing at best, cheap political grandstanding at worst. The same goes for couching your attempt to ambush in terms of lack of communication and fact-finding. If you have time to engage this parent group and get their version of facts before the meeting, then you have time to engage with the school committee and district administration before the meeting. To insinuate throughout tri town meeting that the district professional staff was not working with all due diligence and transparency was at best terribly disrespectful and at worst intellectually dishonest. Aren't we obviously in a situation that no matter what decisions are made, there are bound to be disgruntled minorities? Why was there no acknowledgement at all of the parents in the tri town meeting chat that were supportive of remote?

To the families and members of the community: Thank you for your unwavering support of the schools. We are dedicated to making Nashoba a place of excellence.

To this vocal group of parents: While we value parent input, we won't always agree. The operational decisions of the district need to be made by the educational professionals of the district. We are all invested in giving the children of the district the best education possible. Right now, you are not helping, you are disrupting. You are creating an atmosphere of chaos and intimidation where people are unable to do their jobs. This is not the way to do business if you want a strong and stable school system.

To the School Committee: you have statutory rights and responsibilities. Of course community input is important, but the educational decisions which run our district cannot be made by a small minority of disgruntled parents or by political grandstanding. The only result of that is chaos. Please do not let the small but extremely vocal minority of citizens have undue influence and strong-arm the decisions you make.

To the District Administration: Thank you for all your hard work to manage the district through these times. We know it is a difficult environment to work in when no matter what decision is made, someone will be unhappy. We are all working hard together to do the best that we can for the children in the district.

Kate Abruzzese
Stravos Andreopoulos
Maura Bailey
Sean Bailey
Nicole Barr
Heidi Beigel
Chris Berthiaume
Dan Berube
Lauren Bullard
Pat Clark
Peter Connery
Ross Cormier
Corinne Cressman
Greg Denson
Jenn d'Entremont
Nuria Diaz Canales
Kristen Diggins
Sarah Dodd
Maureen Dumais
Diana Durr
Sarah Egan
Matt Ettinger
Melissa Foley-Procko
Al Fordiani

David Form
Jonathan French
Judy French
Emily Frisch
Cheryl Gallaughier
Rob Gendron
Katie Giannetti
Rachel Glenister
Dan Glover
Samantha Good
Robert Griffith
Taryn Grigas
Kristin Hera
Katherine Jankun
Rhonda Jardine-Yeats
Rick Kempfskie
Andrew LeBlanc
Elspeth Macdonald
Danielle MadDowell
Lauren Mahoney
Jessica Martel
Joe McCarthy
Laurie McDonald
Beth McNamara

Owen Murphy
Joya Mutti
Diane O'Neil
Kyle Owens
Jennifer Panarelli
Linda Peer
Athena Polymeros
Nathan Prichard
Kim Rocha
Trevor Short
Melissa Snediker
Jodi Specht
Jaana Thorarensen
Michael Tollefson
Susan Triantafillou
Jamie Tucker
Eric Weiss
Loretta Williams
Andrew Zercie



Town of Lancaster

701 Main Street, Suite 1
Lancaster, MA 01523

PUBLIC MEETING REMOTE PARTICIPATION GUIDELINES

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c.30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in place, the various Boards and Committees representing the Town of Lancaster will conduct their public meetings and hearings via remote participation. No in-person attendance of members of the public will be permitted.

In Advance of Meetings:

- All non-emergency items are still required to be properly posted at least 48 hours in advance of the meeting. This is still done by contacting the Town Clerk's office.
- All members should receive the same documents for the meeting electronically.
- Supporting documents should be posted on the Town's website and be available for members of the public.

Essential Components for Remote Meetings:

- Access to participate for a quorum of committee members at the time of the meeting.
- Ability to take minutes which accurately reflect the meeting and the votes taken.
- Ability to record meeting for playback (this is not required under the order, but is preferred)
- Ability to allow for real-time public participation/comments (this is not required under the order, but is preferred)
- Meeting with public hearings must provide access for third party participation to all members of the committee.

Identifying the Proper Medium to Conduct Meetings:

While we are suspending use of the Nashaway Meeting Room and Conference Room in the Prescott Building, and the ability to live stream through Sterling-Lancaster Cable, there are alternatives for Boards and Committees to consider. Below are a few options available to Committee. There may be alternatives that members are more comfortable using which will be permitted so long as the essential components for all meetings are met through use of that medium.

- *Town of Lancaster ZOOM account with Webinar Functions* – this account was purchased by the Town Administrator's office for hosting meeting that requires public participation/third party access for participation. This method is currently the preferred method and should be used by Boards and Committees that have hearing and require third party participation through public comments of from applicants seeking permits. (includes but is not limited to: Board of Selectmen, Planning Board, Board of Appeals and Conservation Commission)
 - At this time, the town only has one executive ZOOM account. If you wish to use the ZOOM account, you may need to schedule meetings at different times/days than your board typically meets to ensure no conflict with other meetings.
- *Standard/Free Zoom Accounts* – Anyone can access a free Zoom account with up to 100 participants for a maximum 40-minute meeting. This function will allow Board and Committees to record their meetings for future playback and the ability to share screens. Please note there are several systems available that offer similar abilities and any of them can be used for this purpose. (ex. Google Meet, Skype for Business, Microsoft Teams, etc.)
- *Local Cable Access* – Currently, the Town does not allow for local cable access broadcast through the Nashaway Meeting Room. However, to the extent possible, local cable will be used if it is accessible and safe for staff, committee members, and members of the public.

Use of ZOOM for Remote Access to Public Meetings

Zoom Video Communications, Inc. (ZOOM) can be used for remote conferencing services to allow for remote access for public meetings. Access numbers and web addresses will be provided as part of each meeting's agenda posted to the town calendar on the homepage of Lancaster's website, www.ci.lancaster.ma.us.

Meetings can be accessed from your personal computer, cellphone and/or telephone. It is anticipated that most Board and Committee meetings will continue to be broadcast by Sterling-Lancaster Cable through ZOOM's "Record" feature.

Protocols for Remote Public Meetings Using the Webinar Feature

- All participants entering the meeting via a personal computer ("computer participants") are required to rename themselves with their official first and last name.
- Computer participants are encouraged to click on the "Participants" feature in ZOOM to view all participants and to view/use the "Q&A" function to pose questions on the bottom on the screen.
- Computer participants may "Pin" to a particular video screen.
 - It is recommended to "Pin" to the staff member associated with the committee or in the case there is no staff member, to the Chairperson. This can be done by right clicking over the three (3) dots symbol in the top right corner of the staff/chair's video screen.
- The Chair or present support staff should adhere to the script provided as an attachment to this document for the purpose of properly recognizing members and providing information to the public. (This script is a draft/guide and should be tailored to your needs)
- The Chairperson will identify himself or herself.
- The Chairperson will conduct the roll call of the Board
- The Chairperson will call the meeting to order
- All participants (excluding the Board members) will be muted throughout the meeting and must use the Q&A function.
- All participants are required to include their name and address when using the chat feature to pose a question to through the Chairperson.
- All documents displayed throughout the meeting will be controlled by the present staff member or Chairperson.
 - Only computer participants will be able to view documents.
- If and when the Chairperson allows for public comments/questions, it will be conducted the following sequence:
 1. The Chairperson will read public comments/questions received in advance of the meeting followed by real-time Board and/or applicant response.
 2. The Chairperson will read real-time comments/questions typed by computer participants in the "Q&A" feature followed by real-time Board and/or applicant responses.
 - Computer participants must click on "Q&A" to enter their comment/question.
 - The staff or Chairperson will address the question live to the Board. It will be discussed then marked "answered" by the staff or the Chairperson.
 3. The Chairperson will ask if any other participants accessing the meeting comments/questions.
- Board members needing to be recused at any point of during the course of a meeting will be placed in a virtual "Waiting Room" by the staff person of Chairperson.

Directions to access meeting will be posted on agendas for the public when available.