



LANCASTER SELECT BOARD
Regular Meeting Agenda
Prescott Building – Nashaway Room & ZOOM
Monday, October 2, 2023
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

Chair Stephen J. Kerrigan will call the meeting to Order at 6:00 P.M. in the Nashaway Room, located on the second floor of the Prescott Building, 701 Main Street, Lancaster, MA

Topic: Select Board Meeting

Time: Oct 2, 2023 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81115278189?pwd=eWhvWEhERStmWFNPRVBJTEpTTnk1dz09>

Meeting ID: 811 1527 8189

Passcode: 361651

One tap mobile

+13126266799,,81115278189#,,,,*361651# US (Chicago)

+16465588656,,81115278189#,,,,*361651# US (New York)

Find your local number: <https://us02web.zoom.us/u/khTe9NMD3>

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.

II. APPROVAL OF MEETING MINUTES

Review and take action on the Select Board's Meeting Minutes from September 11 & 18, 2023.

III. SCHEDULED APPEARANCES & PUBLIC HEARINGS -

6:05 PM: Joint Meeting with Lancaster Historical Commission

7:00 PM: Joint Meeting with Lancaster Board of Health

IV. BOARDS, COMMITTEES AND DEPARTMENT REPORTS -

- Government Study Committee – Town-Wide Survey, Deployment & Information.
- Set Date(s) for Joint Meeting *Proposal* with DPW Board/Commissioners.

V. PUBLIC COMMENT

Opportunity for the public to address their concerns, make comments, offer suggestions, or ask questions.



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VI. TOWN ADMINISTOR REPORT

- **GRANT AWARDS: Memo Review**
 - Formula Grant Award - **FY25 \$27,258** (COA)
 - Housing Production Grant Award - **FY24 \$46,600** (Affordable Housing Plan Update)
 - Community Infrastructure Grant – **FY24 \$80,000** (Community Center)
 - Division of Local Services Community Planning Grant – **FY24 \$32,000** (DCAMM)
 - Community Compact Grant Award – **FY24 \$25,000** (Class & Comp. Update)
 - Executive Office of Housing & Economic Development – **FY24 \$25,000**
(Downtown Revitalization & Wayfinding)
- Human Resources Updates
 - Treasurer-Collector
 - Community Development & Planning Director
 - Budget & Purchasing Administrator
 - Management Analyst/Asst. Collector (combine proposal resulting in -.75 FTE/-58K)
 - New Initiative w/Enterprise Fund Accounts
 - Memo of Agreement Draft – Lancaster Sewer District & Select Board
- Classification & Compensation Study, Update, Timeline for Report & Deliverables
- DCAMM Property – Sale Partnership Agreement
 - Legislative Update & Needs
 - Initial Visioning Sessions/Ideas for Re-Use and/or Potential RFP to Developers
- Division of Local Services – Financial Management Review & Update Report (Sept.'23)
- New Initiatives – Connections with Board & Staff, Availability to Public
 - Office Hours – Regular Hours & Open to Public Monday - Friday
 - Goal Setting, Senior Management Team
 - Regular Agenda Appearances – Pilot Program

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

- Town Administrator Review
- Memorial School RFP (re: assessment & reuse potentials) – updated financial information.
- Kalon Farms – Right of 1st Refusal, continued from 9.18.23 meeting.
- Accounting/Budget Software (tabled from Select Board Meeting 9.5.23)
- Update/Review Town-Wide Fees (tabled from Select Board Meeting 9.5.23)



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VIII. APPOINTMENTS & RESIGNATION NOTIFICATIONS (Resignation votes not needed)

Appointments

N/A

Resignations

Board of Health – Denise Hurley

Community Preservation Act Committee – Kendra Dickenson, Planning Board Representative

IX. LICENSES AND PERMITS

Applications for Town License Public Entertainment on Sunday and Weekdays

Event: 4th Annual Lancaster Holiday Light Show to be held at the Lancaster Fairgrounds, 318 Seven Bridge Road, Lancaster.

Sponsored by: Rose Darden, Bolton Fair, Inc. & EJ Dean, Fiesta Shows

Operating Dates: November 24, 2023 – December 31, 2023

Operating Hours: Sunday – Thursday 5pm-10pm; Friday – Sunday, Holidays 5pm-11pm

X. COMMUNICATIONS

- Town Offices will be closed on Monday, October 9, 2023, in observance of Columbus Day/Indigenous People Day
- Next Select Board Meetings will be held on Monday, October 16, 2023, and November 6, 2023 at 6:00pm.
- Miscellaneous Correspondence & Memorandums

XI. NEW BUSINESS – Unforeseen by the Board

XII. ADJOURNMENT