



LANCASTER SELECT BOARD
Regular Meeting Agenda
Prescott Building – Nashaway Room
Monday, November 21, 2022
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 Meeting Room located on the second floor in the Prescott Building, 701 Main Street, Lancaster, MA 01523

This Meeting Will Also Be Held Virtually at:

Topic: Select Board Meeting

Time: Nov 21, 2022 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84963158479>

Meeting ID: 849 6315 8479

One tap mobile

+13092053325,,84963158479# US

+13126266799,,84963158479# 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)

+1 346 248 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)

+1 689 278 1000 US

+1 719 359 4580 US

+1 253 215 8782 US (Tacoma)

Meeting ID: 849 6315 8479

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

Residents Have the Ability to Ask Questions via ZOOM.

II. APPROVAL OF MEETING MINUTES

Review and take action on the following Select Board's Meeting Minutes: October 31, 2022, November 3, 2022 and November 7, 2022

UPDATED



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III. SCHEDULED APPEARANCES & PUBLIC HEARINGS

6:10 pm Public Hearing Petition for Pole and Wire Locations

Under the provisions of Chapter 166, Section 22 of the General Laws, and any additions thereto or amendments thereof, a Public Hearing is scheduled for Monday, 6:10 pm on November 21, 2022 in the Nashaway Meeting Room located on the second floor of the Prescott Building, 701 Main Street, Lancaster, MA and by Zoom <https://us02web.zoom.us/j/84963158479> to consider a petition submitted by National Grid and Verizon New England, Inc., requests permission to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:

Maple Street – National Grid to install 1 SO Pole on Maple Street beginning at a point approximately 0 feet northeast of the centerline of the intersection of Maple Street and Flagg Street and continuing approximately 25 feet in a northeast direction. Install 1 SO Pole #4 about 25 feet northeast of the intersection of Maple Street and Flagg Street to serve an existing building at 58 Maple Street.

IV. BOARDS, COMMITTEES AND DEPARTMENT REPORTS

1. Update on Joint Meeting with Finance Committee held Saturday, November 12th.
 - a. Budget Overview
 - b. Schedule Capital Budget Review Meeting
 - c. Discuss Timelines for Future FY23 Budget Cycle
 - d. Vote to Refer Citizens Petition rec.11/21/22 to Board of Registrars & Matter to Planning Board

V. PUBLIC COMMENT PERIOD

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

1. Hiring Updates
 - a. Outreach & Activities Coordinator
 - b. Town Clerk
2. Facilities Updates
 - a. Community Center
 - b. Old Town Hall
3. New Hiring Procedures, Administrative Policy & Forms
4. Other Departmental Updates



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

1. Spec Pond Road
 - a. follow-up discussion, next steps
 - b. Authorize Chair to contact DPW Chair for scheduling of Joint Meeting
2. Update Municipal Fees
 - a. 1-day Liquor Licenses
 - b. Abutter Notifications
 - c. Usage Permits
 - d. Copies, report productions, etc.
3. Review and discuss the November 14, 2022 Special Town Meeting (Allison)

VIII. APPOINTMENTS AND RESIGNATIONS - NONE

IX. LICENSES AND PERMITS (Vote may be taken)

One Day Liquor (Beer and Wine) License* **Beer Only**

Applicant: Jesse Tarbell

Organization: Mass Brewing LLC dba Sterling Street Brewery

Purpose: Dimeco's First Annual Holiday Open House

Event Address: 374 Sterling Street, Lancaster, MA 01523

Event Date: November 27, 2022 from 12:00pm 3:00pm

One Day Liquor (Beer and Wine) License

Applicant: Nicole Kanis

Organization: Lancaster PTO

Purpose: Art & Vendor Fair – Fundraiser for the PTO

Event Address: Lancaster Community Center, 39 Harvard Road

Event Date: December 3, 2022 from 12pm-4pm

X. NEW BUSINESS *

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

XI. COMMUNICATIONS

- Town Offices will be closed on Thursday, November 24, 2022, in observance of Thanksgiving Day.
- Next Select Board Hybrid Meeting will be held on Monday, December 5, 2022 at 6:00pm
- Miscellaneous Correspondence & Memorandums

XII. ON GOING PROJECTS & OLD BUSINESS

- Liaison Roles, Policies & Appointments, Review Draft Proposal (Turner)
- Financial Audit Advisory Committee Charge Review & Outlined Functions (Turner)



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- Division of Capital Asset Management & Maintenance Property, Update (Turner)
- Public Records Requests Inventory & Handling, Policy Proposals (Turner)

XIII. EXECUTIVE SESSION

Enter Executive Session

The Lancaster Select Board will meet in Executive Session pursuant to M.G.L. c.30A, §21(a) for the Purpose (3): To discuss strategy with respect to collective bargaining, specifically to deliberate regarding the Union's response to the Level Three grievance determination issued by the Select Board to Teamsters Union, Local No. 170 regarding disciplinary action taken against member C. Manning, as an open meeting may have a detrimental effect on the bargaining position of the Select Board.

XIV. ADJOURNMENT