



**LANCASTER BOARD OF SELECTMEN**  
**Regular Meeting Agenda**  
**Via ZOOM**  
**Wednesday, February 17, 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 Jay M. Moody will call the meeting to Order at 6:00 P.M. via Zoom

Meeting ID  
892 1859 1336

Invite Link  
<https://us02web.zoom.us/j/89218591336>

**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 February 1, 2021

**IV. SCHEDULED APPEARANCES & PUBLIC HEARINGS**

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

- Statement and discussion of the Public Records request of the Town regarding Selectman Jason Allison

**VI. TOWN ADMINISTRATOR REPORT**

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

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

1. Continue Review Memorandum of Agreement between the Town of Lancaster and American Federation of State, County and Municipal Employees Council 93, Local 3720. *(Vote may be taken)*
2. Continue discussion to set time for open board seats to be advertised, candidate to submit letter of application and Town Administrator to arrange interview and notify chairman of committee in writing of interview and voting date. *(Vote may be taken)*
3. Review Intermunicipal Agreement between City of Leominster and Town of Lancaster for the Provision of Water Service. *(Vote may be taken)*



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4. Discussion and review Local Acquisition for Natural Diversity (Land) Program. (*Vote may be taken*)
5. Discussion on reforming the Personnel Board (*Vote may be taken*) (J. Allison)
6. Update from Town Administrator on Lancaster COVID vaccination strategy (J. Allison)
7. Discuss possible changes to Tri-Town meeting format (J. Allison)
8. Discussion around existing “Annual Town Goals and Objectives”(J. Allison)
9. Ad for Human Resource Director and information on any other town which may be interested in joining Lancaster, and wording of whom the Human Resource Director is to be responsible to. (J. Moody)
10. Remote guidelines (J. Moody)
11. Town Administrator goals for rest of this year (J. Moody)
12. Employee performance appraisal system evaluations from Mary Flanders Aicardi, Senior Associate Edward J. Collins, Jr. Center for Public Management. (J. Moody)

**VIII. APPOINTMENTS AND RESIGNATIONS**

Resignation:

Town Clerk: Dianne Reardon, effective Friday, February 26, 2021

Appointments:

*Acting Town Clerk, Acting Burial Agent and Acting Board of Registrar*

- Melissa Pelletier, effective Friday, February 26, 2021

*Forest Town Committee;*

- Frank Streeter, term to expire June 30, 2021

*Economic Development Committee*

- Mark A. Grasso, Jr., term to expire June 30, 2022
- George Franz, term to expire June 30, 2023

**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**

- Next Board of Selectmen’s Meeting will be held on Monday, March 1, 2021 at 6:00pm via ZOOM.

**XII. ADJOURNMENT**