



**LANCASTER SELECT BOARD  
Regular Meeting Agenda  
Prescott Building – Nashaway Room  
Tuesday, August 16, 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:

Join Zoom Meeting

<https://us02web.zoom.us/j/89627147463>

Meeting ID: 896 2714 7463

One tap mobile

+13126266799,,89627147463# US (Chicago)

+16465588656,,89627147463# US (New York)

Dial by your location

+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)

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 386 347 5053 US

Meeting ID: 896 2714 7463

Find your local number: <https://us02web.zoom.us/j/89627147463>

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 of August 1, 2022

**III. SCHEDULED APPEARANCES & PUBLIC HEARINGS - NONE**

Police Chief Everett Moody and Fire Chief Michael Hanson – Updates to the Community & Select Board regarding the LIV Golf Invitational scheduled to begin Friday, September 2<sup>nd</sup> and run through Sunday, September 4<sup>th</sup> at the International Golf Club in Bolton. Parking and Shuttle Services to and from the event will be in Lancaster.

**IV. BOARDS, COMMITTEES AND DEPARTMENTS REPORTS - NONE**



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**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 ADMINISTRATOR REPORT**

- Recruitment Updates
  - Health & Human Services
  - Planning & Land Management
  - Town Clerk
- PJ Keating Peer Review – Set next meeting date, review supplemental peer review letter.
- Discussion regarding requests to conduct Town Business on weekends: Town Meeting preview session(s) and/or Town Meeting.
- ARPA (American Rescue Plan Act) Funding Update (Town Administrator’s Memo)

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

1. Discuss and set Date for Special Town Meeting
2. Discuss and set date/time for Special Town Meeting Preview Meeting/Forum
3. Review and take action on the Warrant for the 2022 State Primary to be held on September 6, 2022, in the Town Hall, 695 Main Street, from 7:00 A.M. to 8:00 P.M.
4. Liaison Discussion and Assignments (Town Administrator’s Memo)
5. Delegation of certain Personnel-Related Authorities to the Town Administrator (Kerrigan)
6. Select Board Gift Acceptance Policy (Town Administrator’s Memo & Draft Policy)
7. Requests/FOIA (Freedom of Information Act) Authority (Turner)
8. Review and discuss July 18, 2022 Open Meeting Law Compliant filed by Russ Williston
9. Discuss next steps, authorization, and processes relative to Recall Petitions received on August 10, 2022, by Interim Town Clerk James Mullen.

**VIII. APPOINTMENTS AND RESIGNATIONS**

Appointments

- Discussion on Council on Aging Board – Member verification and appointments
- MART (Montachusett Regional Transit Authority) Area Representative – Alexandra Turner, term to expire June 30, 2022



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**IX. LICENSES AND PERMITS (Vote may be taken)**

1. Application for Public Entertainment on Sundays  
Applicant: Mark Keenan, President of Tyrods Car Shows  
Event: Tyrods Car Show, to be held on Sunday, September 11, 2022, from 9:00am-6pm, located Lancaster Fairgrounds, 318 Seven Bridge Road
2. Application Special (One Day) Liquor License Application - Beer and Wine  
Applicant: Rose Darden, Manager of Bolton Fair, Inc.  
Event: Tyrods Car Show, to be held on Sunday, September 11, 2022 (Load Sept. 9, 2022)
3. Application for Public Entertainment on Sundays  
Applicant: Peter Quick, Event Director  
Event: British Motorcycle Show & Swap Meet to be held on Sunday, September 18, 2022 from 6:00am-6:00pm, located Lancaster Fairgrounds, 318 Seven Bridge Road.
4. Application for Public Entertainment (Weekdays) and Sundays  
Applicant: Michelle Palmer and Rose Darden Mangers of the Bolton Fair, Inc.  
Event: The Profound Market, from September 24 - September 25, 2022 (Saturday 8:30am-5:00pm & Sunday 10:00am – 5:00pm) located Lancaster Fairgrounds, 318 Seven Bridge Road
5. Application Special (One Day) Liquor License Application - All Alcohol  
Applicant: Rose Darden, Manager of Bolton Fair Inc.  
Event: The Profound Market, from September 24 – September 25, 2022 (Load in Sept. 23, 2022). Located at Lancaster Fairgrounds, 318 Seven Bridge Road,

**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 Monday, September 5, 2022 in observance of Labor Day
- 2022 State Primary will be held on Tuesday, September 6, 2022 at the Town Hall, 695 Main Street, from 7AM -8:00AM

**XII. ON GOING PROJECTS**

- Audit Committee
- DCAMM (Division of Capital Asset Management and Maintenance)

**XIII. ADJOURNMENT**