



LANCASTER SELECT BOARD
Regular Meeting Agenda via ZOOM™
Monday, September 20, 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 Jason A. Allison will call the meeting to Order at 6:00 P.M. via ZOOM™
Join Zoom Meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/86120780392>

Meeting ID: 861 2078 0392

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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 August 16, 2021, September 8, 2021 and Special Meeting Minutes of August 26, 2021.

IV. SCHEDULED APPEARANCES & PUBLIC HEARINGS - NONE

V. BOARDS, COMMITTEES AND DEPARTMENTS REPORTS -

- Planning Board Chair, Russ Williston – to discuss plans on the next steps for North Lancaster
- Board of Health - to discuss Covid vaccinations for Town Employees

VI. TOWN ADMINISTRATOR REPORT

Town Administrator Orlando Pacheco will update the Select Board on the following:

- American Rescue Plan Act (ARPA) Funding Allocation



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- Commission on Disability Town Wide Survey
- Hazard Mitigation Plan Update
- Human Resource Director Appointment
- Special Town Meeting Articles follow-up

VII. ADMINISTRATION, BUDGET, AND POLICY

1. Discussion on Department Assistant for Community Development & Planning (CDP)
2. LLEC Earth Product Removal – Public Hearing Waiver (Town Administrator)

VIII. APPOINTMENTS AND RESIGNATIONS

Appointments (Votes may be taken)

Personnel Board – Staggered terms of three years

- Jean Bean
- Jay Riley
- Denise Hurley
- Stan Starr
- Ann Fleury

Economic Development Committee

- Lenay Yorko

Memorial School Re-use Committee

- Linda Cutler, Council on Aging representative

Resignations

Assistant Wiring Inspector

- David Hinckley, effective October 31, 2021

IX. LICENSES AND PERMITS

Application for License Theatrical Exhibitions, Public Shows, Public Amusements and Exhibitions of Every Description Held on Weekdays and Sundays

Applicant: Dean and Flynn, Inc. dba Fiesta Shows

Event: Fiesta Shows in partnership with Bolton Fair, Inc. to host 2nd Annual Lancaster Holiday Light Show.

Operating Dates: November 24, 2021 – January 2, 2022

Operating Hours: Sunday – Thursday – 5pm-10pm

Friday – Sunday, Holidays 5pm- 11pm

X. OTHER/UNFINISHED BUSINESS

- **Annual Town Report**
Estimated due date for the Annual Town Report will be December 2021
- **Code of Conduct Policy**



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Comments to be forwarded to Select Board members for their review and discuss in an upcoming meeting.

- **North Lancaster Settlement**

Town Administrator will work with Capital Group and to get the Assignment and Assumption Agreement and once that is received can move forward with the closing as soon as possible, and to have this resolved. If this cannot be turned around soon, Town Administrator will ask Capital Group to formally state why and to provide that in writing. If there is a refusal in the request, the Town will need to engage Town Counsel.

- **Division of Capital Asset Management and Maintenance (DCAMM)**

Select Board member Alix Turner will work with Executive Assistant to set up dedicated with Select Board and DCAMM on Wednesday, September 29, 2021.

- **Aggregation**

Town Administrator will have Colonial Power attend the next Energy Commission meeting.

- **Gazebo Ramp**

Materials have been ordered and the goal is to have this complete by Halloween.

- **Status Barrett Planning Group**

To be an agenda item in a future Select Board meeting

- **Audit Services**

Powers & Sullivan is under contract for the FY22 Audit. This can be a future agenda item for the Select Board.

- **0 Hardy Street**

Value has been re-adjusted to \$1,100.00. Property was listed as buildable but is a non-buildable land locked parcel. Town Administrator would like to look into the title work on this parcel.

XI. NEW BUSINESS *

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

XII. COMMUNICATIONS

- Select Board's next special meeting will be held via Zoom on Wednesday, September 29, 2021 at 6:00pm.
- Select Board's next regular meeting will be held via Zoom on Monday, October 4, 2021 at 6:00pm

XIII. ADJOURNMENT