



LANCASTER BOARD OF SELECTMEN
Special Meeting Minutes
Of January 13, 2020

I. CALL TO ORDER

Chairman Stanley B. Starr, Jr. called the Regular Meeting of the Board of Selectmen to Order at 6:00 P.M. in the Nashaway Meeting Room, located in the Prescott Building, 701 Main Street, Lancaster, Massachusetts. Present were Selectmen Walter F. Sendrowski, Jay M. Moody, and Town Administrator Orlando Pacheco.

II. PUBLIC COMMENT PERIOD

5:30 P.M. – 5:40PM Opportunity for 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 permitted.*

Joe D'Eramo, Harvard Road, asked that the Board of Selectmen to consider not to appoint anyone with a potential conflict of interest to the Board of Appeals.

Roy Mirabito, George Hill Road, stated that he called the Massachusetts Ethics Commission regarding conflict of interest. He noted that there are disclosure forms that can be filed.

Jeanne Rich, Chair of Board of Appeals, commented that Boards and Committees must do Conflict of Interest training.

III. APPROVAL OF MEETING MINUTES

Review and take action on Regular Meeting Minutes of December 16, 2019
Selectman Sendrowski moved to approve the Regular Meeting Minutes of December 16, 2019. Selectman Moody Seconded. Walter F. Sendrowski vote Aye, Jay M. Moody vote Aye and Stanley B. Starr, Jr. vote Aye. [3-0-0]

IV. SCHEDULED APPEARANCES & PUBLIC HEARINGS - NONE

V. BOARDS, COMMITTEES AND DEPARTMENTS REPORTS - NONE

VI. TOWN ADMINISTRATOR REPORT

1. Audit

Powers and Sullivan has completed the most recent audited financial statements. Town Administrator Pacheco stated that they have reviewed the findings with them and will post on the Town's financial page website.

2. SREC's

Town Administrator Pacheco reported that the Town received its 2019 Q2 SREC payment. The payment amount was \$56,591.50. He further reported that he has been continuing the process of selling the Town's SREC's in the spot market, as opposed to a long term purchase agreement. This has been yielding significantly higher returns on the revenues for the solar farm.

3. Small Cell Facility

The Town has received an application for a small cell facility at 1450 Lunenburg Road. The equipment will go on an existing utility pole. KP Law did review the zoning and its was acceptable. The company (AT&T) does have permission from National Grid to utilize their equipment. Mr. Pacheco noted that the Board of Selectmen will need to approve the application at the next meeting.

4. Gas Spill

Town Administrator Pacheco reported that there was a gas spill at the Highway Barn on Center Bridge Road by the delivery company that supplies the Town's fuel. MassDEP was notified and soil around the tank was removed and replaced with clean fill material. The contaminated soil was sent for testing and the Town has not received the results back, but the site is now clean.

5. Capital Plan

Town Administrator Pacheco stated that he has sent requests to all departments regarding the Capital Plan. Responses are due back January 30 and he will have a meeting with departments as they prepare their requests.

6. FY21 Operating Budget

The Finance Committee has sent requests to all departments for level service budget at this point in time. Budget requests should be back to the accounting department next month.

7. Union Contracts-

Mr. Pacheco stated that he has had an initial conversation with all the unions regarding the Collective bargaining Agreements that are expiring at the end of the fiscal year. The Board should have an executive session in the coming weeks just to get an overview of how to proceed.

8. ADA Right of Way Plan

Town Administrator Pacheco has scheduled MRPC and Stantec (engineering consultant) to give the Board an overview of the ADA Right of Way transition plan. The presentation should be about 15 minutes. He noted that they are in the process of confirming the last few pieces of information and pricing now.

VII. ADMINISTRATION, BUDGET, AND POLICY

1. Discussion on Devens Community Involvement Plan.

Town Administrator Pacheco followed up on the development of the Community Involvement Plan (CIP) for the former Fort Devens Army Installation, Devens. The CIP described how the Army plans to share information with the local communities about the ongoing environmental investigations and cleanup of PFAS at the former Fort Devens.

VIII. APPOINTMENTS AND RESIGNATIONS

Re-Appointments:

Zoning Board of Appeals – Robert L. Baylis, Associate Member, term to expire June 30, 2023.

Selectman Sendrowski moved to reappoint Robert L. Baylis as Associate Member, term to expire June 30, 2023. Selectman Moody Seconded. Walter F. Sendrowski vote Aye, Jay M. Moody vote Aye and Stanley B. Starr, Jr. vote Aye. [3-0-0]

Appointments:

Zoning Board of Appeals - to consider 2 Member positions & 1 Associate position

- Hannah Meyer - currently Associate Member to be considered for Full Member
- *Selectman Sendrowski moved to approve to have Hannah Meyer move from Associate Member to Full Member, to the unexpired term to expire June 30, 2021. Selectman Moody Seconded. Walter F. Sendrowski vote Aye, Jay M. Moody vote Aye and Stanley B. Starr, Jr. vote Aye. [3-0-0]*
- Matt Mayo – currently Associate Member to be considered for Full Member
Selectman Sendrowski moved to approve to have Matt Mayo move from Associate Member to Full Member, to fill the unexpired term to expire June 30, 2023. Selectman Moody Seconded. Walter F. Sendrowski vote Aye, Jay M. Moody vote Aye and Stanley B. Starr, Jr. vote Aye. [3-0-0]
- Scott Miller – currently Full Member to be considered for Associate Member
Selectman Sendrowski moved to approve to have Scott Miller move from full Member to Associate Member, term to expire June 30, 2021. Selectman Moody Seconded. Walter F. Sendrowski vote Aye, Jay M. Moody vote Aye and Stanley B. Starr, Jr. vote Aye. [3-0-0]

Each of the following Candidates came before the Board of Selectmen to be considered to be appointed to the Board of Appeals, followed by discussion.

- Ryan Aldrich
- Robert Alix
- Jason Allison

Chairman Starr asked for the following:

- Concern of potential conflict of interest; asked Mr. Aldrich to have something in writing from the Ethics Commission regarding his business in town as it relates to being on the Board of Appeals.
- Zoning Board of Appeals recommendation to the Board of Selectmen.

The Selectmen will make their decision at the next Selectmen's Meeting scheduled for February 3, 2020.

IX. LICENSES AND PERMITS - NONE

X. NEW BUSINESS *

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

XI. COMMUNICATIONS

- Town Offices will be closed on Monday, January 20, 2020 in observance of Martin Luther King Jr. Day.
- Next Board of Selectmen meeting will be held on Monday February 3, 2020.

XII. ADJOURNMENT

Seeing no further business, on Motion by Selectman Sendrowski, seconded by Selectman Moody, it was unanimously voted. The Board of Selectmen adjourned at 6:38 P.M.

Respectfully submitted

Kathleen Rocco
Executive Assistant



Walter F. Sendrowski, Clerk

Approved and accepted: 01/31/2020