

RECEIVED & FILED

OCT 11 2016

LUNENBURG TOWN
CLERK OFFICE

**BOARD OF SELECTMEN
MINUTES**

**Joseph F. Bilotta Meeting Room, Town Hall
September 20, 2016**

The Board of Selectmen met in the Lunenburg Town Hall, Joseph F. Bilotta Meeting Room, as scheduled with Jamie Toale, Chairman; Robert Ebersole, Vice Chairman; Tom Alonzo, Clerk; Phyllis Luck, Member and Interim Town Manager David Marciello
Not present: Paula Bertram, Member

The meeting opened at 7:00 P.M. with the Pledge of Allegiance.

PUBLIC COMMENT

There was none this evening.

CURRENT BUSINESS

Legal Counsel Response Time

The Board discussed occasions that their legal counsel, KP Law, has been slow to respond to ongoing issues when they were time sensitive. Review of traffic rules and regulations has taken over a year. The point was made that even though they have several specialty lawyers, what good is it if the response is not timely? It was suggested to get requests for proposals for general counsel from other firms. The Board requested an update on where KP Law is with the ongoing cases they are handling.

Peddler's License –Nicole Richard d/b/a Solar City

Ms. Richard presented to request a peddler's license for selling Solar City. She stated she started working for Solar City about two months ago. She lives in Pepperell. Ms. Richard plans to work from 9:00 a.m. to 7:00 p.m. and she does not plan on doing this during the winter hours. She will be checking in with the Police Department on where she is on a daily basis.

Motion: R. Ebersole

2nd:T. Alonzo

To approve the Peddler's license for Noelle Richard

Vote: All in Favor

Change of Manager License #063600039B & H Corporation d/b/a Mickey Shea's

Heidi Kane introduced herself stating she has been in the food and beverage business for twenty years and would be the new manager for Mickey Shea's, if approved. She worked at Slattery's in Leominster as the host/manager for eleven years and also worked for the family catering business.

Motion: T. Alonzo

2nd:R. Ebersole

To approve the change of manager to Heidi Kane for Mickey Shea's

Vote: All in Favor

Ms. Kane thanked the Board and exited the meeting with owner, Robert Herrick.

Pay As You Throw (PAYT) trash bags

Mr. Toale noted this was a continuation of a previous discussion. Mr. Alonzo stated he was in favor of a larger bag for bulkier items that wouldn't fit into the smaller size. Ms. Luck was concerned that with a bigger bag the weight limit of thirty pounds would be exceeded. Suggestion was made to have "not to exceed thirty pounds" on the bags. Another suggestion was to track how many bags are not picked up due to exceeding the weight limit. The Board will continue this discussion before January.

Minutes/ Warrants/Action File Issues

There were no minutes for approval this evening. The Board approved an accounts payable warrant in the amount of \$139,560.40, a payroll warrant in the amount of \$747,772.16 and a payroll deductions warrant in the amount of \$153,094.02.

Mr. Marciello reported Unitil has lifted the moratorium on the two circuits and are now taking applications for solar installations in the order they were received. Mr. Toale read the draft letter, composed by Facilities Director Londa, aloud.

“The purpose of this letter is to request an update on the progress of upgrading the two circuits that serve the Town of Lunenburg that have had a moratorium for interconnection of distributed generation. We appreciate Unitil making this a priority so that Lunenburg citizens will be able to connect their home solar projects as well as the two Town projects with Solect Energy Development, Inc.

With the changes coming to solar incentives, it is important for the Town of Lunenburg to bring its projects to closure this calendar year to take advantage of these favorable incentives. This update will allow us to keep the Lunenburg citizens that are considering solar projects advised of the expected completion of this work.

The two Town projects will continue to be advanced as much as possible in the interim. They do need completed interconnection agreements in order to be added to the Massachusetts System of Assurances for Net Metering Eligibility System (Mass ACA). Any assistance that you can provide to Solect Energy Development on our behalf to complete the applications would be greatly appreciated.”

Motion: T. Alonzo

2nd:R. Ebersole

To accept this letter to Unitil and authorize the Chair to sign it on behalf of the Board

Vote: All in Favor

Committee Reports:

Ms. Luck attended the MART meeting on August 30th. The main discussion was on the memorandum of understanding sent to all Councils on Aging regarding the use of MART vans, reporting and insurance. MART is requesting the Towns to take over the insurance for their MART vans due to the increase of accidents and MART's insurance rates increasing. Ms. Luck noted a large attendance of communities due to MIIA stating they would not want to carry the vans under their policy. There is a follow up meeting at MART on September 22nd that she, Nancy Forest, COA Director Doherty and Mr. Marciello will be attending.

The School Committee met on August 24th and September 7th. They have established a Lifelong Learning Advisory Commission and want to develop an Adult Education program at the new Middle/High School. They will present a report in May 2017. The Superintendent is researching adding another preschool section to the existing program. She is also looking at adding another kindergarten class due to 25-26 students being in the existing class. There are 1655 students (87 additional than previously) enrolled in the public schools. Another bus will be needed at the cost of \$60,000 to accommodate the additional students. Facilities Director Londa presented his capital plan. They meet again tomorrow night.

Mr. Marciello and Ms. Luck attended the annual meeting of the Central Mass Regional Stormwater Coalition this morning. The coalition is planning another MS4 training for members the week of October 17th.

They anticipate placing the video of the last training on the website soon. Stormwater Task Force member Sarah Cammer attended the last one and stated it was a good presentation. The coalition voted on the bylaws and asked that member communities appoint two designees; a BOS/Town administration member and a technical staff person. Ms. Luck was elected to the steering committee. Thursday night the Storm Water Task Force will be reviewing the scope of services submittals as well as issues that arose at the coalition meeting.

Mr. Alonzo reported the School Building Committee met last Wednesday. Certain parts of the project are being closed out and a full accounting is being performed. Some of the retention funds that were held for vendors are being released. The Town will be getting an \$80,000 rebate on unused steel and a \$200,000 rebate on the asbestos removal as it was not as involved as previously thought. On the expenditure side, there was a change order of \$38,069, \$34,400 of that is for radio repeaters for the Police Department. The rest was spent on railings in the auditorium near a handicapped accessible chair. There was also approval for additional furnishings in the amount of \$9,100.00 but that change order was not ready. The official ribbon cutting and open house is

scheduled for Saturday, October 22nd at 1:00 p.m. More details will follow. Finance Committee meets this Thursday and Cable Advisory Committee meets in October once PACC finalizes their business plan. Mr. Ebersole reported the Board of Health awarded a loan through the septic system replacement program for 1455 Massachusetts Avenue. They reviewed another application this week.

Mr. Toale reported Building Reuse Committee met last night and agreed to proceed with two Requests for Proposals; one for each of the four municipal buildings and the other for all four municipal buildings in one package for an inclusive town center proposal. Land Use Director Burney and Mr. Marciello will be assisting in that effort. RRG, Inc. will perform an assessment on the buildings which will comply with the M.G.L requirement to proceed with the RFP. Mr. Marciello will get recertified and we will then put out a request for proposals. Capital Planning met this afternoon. They will begin the cycle this year with the long range 10-20 year capital spending and then zero in as they get closer to the budget cycle for FY'18 capital needs. The Town Manager Search Committee is beginning their interviews next week. They will be making recommendations for finalists by October 11th.

Town Manager Report:

Mr. Marciello presented an inventory of town properties. He noted future meetings that he will be attending. Mr. Marciello reported the violation letter to Kabob-e-licious was hand delivered by a constable on September 20th. He added the office has since been notified by the Assistant Treasurer that a check from Kabob-e-licious for grease trap non-compliance had been returned unpaid. He read the email from Ms. Deming "I received an NSF notice for the \$400.00 check that we took in from Kabob-e-licious on 9/8/16, so I will be doing that reversal today and mailing out the NSF letter to them." Mr. Alonzo stated he liked the format of Mr. Marciello's report. He added the town should get the payment from Kabob-e-licious as soon as possible. The Board asked Mr. Marciello to follow up on this matter and report back to them.

Mr. Toale reported their next meeting is October 4th.

There was no public comment.

**Motion: T. Alonzo
To adjourn the meeting**

**2nd: R. Ebersole
Vote: All in Favor**

The meeting adjourned at 7:42 p.m.

Respectfully submitted,



Elaine M. Peterson
Executive Assistant to the Town Manager