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**BOARD OF SELECTMEN  
MEETING MINUTES  
October 14, 2014**

OCT 14 2016

LUNENBURG TOWN  
CLERK OFFICE

The Board of Selectmen met in the Joseph F. Bilotta Meeting Room, Town Hall, as scheduled with Thomas Alonzo, Chair; Paula Bertram, Vice Chair; Jamie Toale, Clerk, Robert Ebersole, Member; Phyllis Luck, Member and Town Manager Kerry Speidel present.

**6:00 PM** The Board visited the site of the former Jones House at 42 Main Street.

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

**PUBLIC COMMENT**

Ms. Luck attended a Massachusetts Municipal Association meeting on September 18<sup>th</sup>. She noted discussion on Question #1 on the November election ballot. Mr. Ebersole reported talking to people about the Passios School and wanted to have further discussion on whether to sell the property or not.

**7:00 PM Victory Distributors, Inc. d/b/a Hannaford Food and Drug request to transfer alcohol license #063600016 and a Change of Manager to Victory Distributors, LLC d/b/a Hannaford Food and Drug**  
Attorney Hawkins introduced herself and the proposed manager Marc Bonneau. This is a two part request of a multi-store filing that has been pre-approved by the ABCC. The first part is the transfer request from Victory Distributors, Inc. to Victory Distributors, LLC. This is strictly administrative and will not affect any operations. It is just to bring to the license in line with corporate reorganization. The second is to appoint Mr. Bonneau as manager of record for the Lunenburg store. He has been with Hannaford's for 26 years and has spent the last six years at this location. There have been no liquor violations at the location.

**Motion: P. Bertram**

**2<sup>nd</sup>: J. Toale**

**To approve the transfer of license request by Victory Distributors, Inc. d/b/a Hannaford Food and Drug to Victory Distributors, LLC and approve the change of manager to Marc Bonneau**      **Vote: All in Favor**

**CURRENT BUSINESS**

**1. Request to approve a Peddler's License for Daniel E. Patton, Solar City Corporation**

Dan Patton introduced himself stating he recently moved to Lunenburg and lives on Lancaster Avenue. The company sells solar energy systems for homes; leasing, power purchase agreements and sales. He would be going door to door and soliciting during daylight hours and on weekend days into the early evening hours. Mr. Alonzo recommended contacting the Police on his daily locations.

**Motion: P. Bertram**

**2<sup>nd</sup>: J. Toale**

**To approve a peddler's license for Daniel E. Patton for Solar City Corporation**      **Vote: All in Favor**

**2. Request to approve a one day wine and malt license for North Leominster Rod & Gun Club, 1501 Lancaster Avenue for their Annual Holiday Meat Raffle on November 14, 2014; 6:00 -11:00 p.m.**

No one was present to represent the Rod and Gun Club's request. Ms. Speidel noted this is an annual request. There have not been any issues in the past. The estimated attendance is around 80 people and the application is complete. The Police Department has no issues with the license application. Mr. Ebersole stated he was not opposed to approving it but in the future a representative should be present to answer any questions, if needed. Mr. Alonzo concurred and asked that they be informed of this for the future.

**Motion: P. Bertram**

**2<sup>nd</sup>: J. Toale**

**To approve the one day wine and malt license to the North Leominster Rod and Gun Club at 1501 Lancaster Avenue for November 14<sup>th</sup> from 6:00 to 11:00 p.m.**

**Vote: All in Favor**

**3. Request to Change Hours on Sundays to 10:00 AM; JK Waterfront, Inc. d/b/a On the Rocks**

Owner Ken Ricker explained he wanted to open early on Sundays to offer brunches (at Embers Pizzeria as well) and for charity fundraisers. Discussion ensued about opening early, the effect on abutters and if other licensees were opening at 10:00 a.m. Mr. Alonzo expressed his personal opinion that he was not in favor of any businesses with liquor licenses opening on Sundays regularly at 10:00 a.m. Mr. Toale pointed out the Board does allow businesses to open early on every day but Sunday and wasn't sure it made sense for the Board to establish Sunday as a special day in terms of licensing. Mr. Ricker stated they have done a lot of work to improve the lakefront and there are a lot of people on the lake in the morning.

**Motion: P. Bertram**

**2<sup>nd</sup>: J. Toale**

**To approve the request to change the hours to 10:00 a.m. on Sundays for JK Waterfront, Inc. d/b/a On the Rocks**

**Vote: 4 in favor, 1 opposed (Alonzo)**

**4. Request to Change Hours on Sundays to 10:00 a.m.; KJ Waterfront, Inc. d/b/a Embers Pizzeria**

**Motion: P. Bertram**

**2<sup>nd</sup>: J. Toale**

**To approve the request to change the hours to 10:00 a.m. on Sundays for KJ Waterfront, Inc. d/b/a Embers Pizzeria**

**Vote: 4 in favor, 1 opposed (Alonzo)**

**5. Request to Approve Fundraiser Roadblock for Turkey Hill Lions Club on November 14<sup>th</sup> from 8:00 a.m. to 2 p.m. in the Town Center**

Jan Carrier presented for the Lion's Club and stated they will be wearing reflective vests and all in the road will be over eighteen years of age. Funds raised will go towards the Community Council. She confirmed this had been run by the Police Chief.

**Motion: J. Toale**

**2<sup>nd</sup>:R. Ebersole**

**To approve the Turkey Hill Lions Club road block request for November 15<sup>th</sup> from 8:00 am to 2 pm**

**Vote: All in Favor**

Ms. Carrier thanked the Board.

**6. Request to Approve the Resolution Authorizing the Town Manager to Sign SRF Grant Application**

Ms. Speidel reported the Sewer Commission is in the process of filing a grant application with the State Revolving Fund for a sewer installation project approved at Town Meeting. There is a resolution in the packet but does not need to be signed by the Board. She read it aloud for the record. Ms. Bertram stated for the record that the sewer extensions are in two separate areas in town; construction of approximately 2400 feet of small diameter forced main on Pratt Street and Rennie Street and construction of approximately 5000 feet of small diameter forced main on Cross Road, Pine Grove Road, Lakeview Avenue, Harris Avenue and Sunset Avenue and roadway restoration.

**Motion: P. Bertram**

**2<sup>nd</sup>:J. Toale**

**To adopt a resolution to authorize Town Manager to sign the SRF application for the work as read**

**Vote: All in Favor**

**7. FY 2015 Board of Selectmen Goals and Town Manager Goals**

Mr. Alonzo opened the discussion by stating there should be a complete revamp of the appointment and reappointment process so that they get the most communication and information in order to make the best decisions. Mr. Toale and Ms. Bertram believed it did not need a total overhaul but certainly deserved attention. Mr. Ebersole stated he would like to see a review of and update their policies and procedures. This includes their liquor license regulations. Stormwater regulation fees were also suggested. Mr. Ebersole added supporting the DPW with new technology for this should be considered. Ms. Bertram added to that suggestion by appointing a Stormwater Commission. Another item was to update the Town Manager performance review document.

Another suggestion was a website committee under either the Town Manager or the Board to oversee the content. Ms. Speidel reminded it was a policy decision to be made by the Board. Mr. Alonzo added an Economic Development policy (covers BOS and Town Manager). Further discussion about meeting with Committee Chairs, Department heads and liaisons ensued.

The Board moved on to Town Manager goals. Ms. Bertram stated personnel policies (formal annual performance evaluations) and department metrics should be one goal.

Ms. Bertram suggested working towards achieving a 5% stabilization fund without using Tri-Town funds. Discussion of the financial policy ensued.

Another suggestion was to appoint a cable advisory committee for the license franchise renewal and to work with MART to see if there was a possibility of increasing public transportation in Lunenburg.

Ms. Bertram asked for a vehicle rotation inventory/system to be created and continuing to work with the Treasurer/Collector on tax title properties.

### **8. Review/discussion of Board of Selectmen Appointments & Reappointment Policy**

Discussion occurred on attracting committee members and the number of vacancies on existing committees. Also discussed was the need to communicate with committees for feedback in relation to appointments and reappointments and marketing the vacancies and committees as well as what each committee involvement entails. Ms. Speidel noted there are also vacancies in elected offices as well. She reported the Registrars of Voters and Election Officers carry different terms than the others.

It was suggested to have a cutoff date for applying to vacancies on committees as they can come in at all times. A suggestion was made to approach the Personnel Committee about the appointment process, orientation, the review process, etc.

Celeste McCain-Stober, 275 Pleasant Street, who had applied for a Planning Board appointment expressed her impressions of the appointment process. She had not gotten appointed and did not feel like she would put herself in that position again due to the atmosphere feeling like it was a "good old boys club." She added until that air is eliminated they will have a problem getting candidates for some of these vacancies.

### **Amendment for 75% Design of Summer Street Project; \$230,351.57 from Chapter 90 Funds**

Ms. Speidel reported it is time to execute a contract amendment to the Summer Street project (for design) if they want to move forward. The amendment is in the amount of \$287,550; Lunenburg's amount is \$230,251.57. She proposed using Chapter 90 money to fund this since the governor had not signed the transportation bill yet.. Another amount will need to be allocated going forward. She wanted to ensure the Board wants to move forward. The Board concurred.

### **Minutes/Warrants/Action File Issues**

The November Election warrant was signed. An accounts payable warrant in the amount of \$82,564.21 and an accounts payable warrant for the new school in the amount of \$2,094,459.52 was signed.

There were no action file issues.

**Committee Reports:** Board of Health- no report; Building Reuse Committee- no report; Capital Planning – no report; Finance Committee meets Thursday evening; Library Board of Trustees meets Thursday evening; MPO met on October 8<sup>th</sup>; there was discussion about the Fitchburg commuter rail line weekend service being suspended until November 23<sup>rd</sup> due to track improvements; they reviewed a letter from MRTC urging the MBTA to reconsider that or provide bus service during those weekends. The action item is that Clinton Bench will take that MRTA letter back to MBTA to look at and try to gather usage data. There was a presentation on the Wachusett Corridor Smart Growth Plan which is available on the MRPC website. There was a math error in the Unified Planning Work Program Plan so it needs to be modified. There is a regional transportation update and it is expected to be endorsed next year. Planning Board is meeting tonight. PACC- there is still one vacancy; School Committee meets tomorrow night; School Building Committee- the front fields were leveled and loam was applied, the concrete footings and foundation is being poured and steel delivery is scheduled for December. The groundbreaking is this Saturday after the homecoming parade. The next abutters' meeting is November 6<sup>th</sup>. Sewer Commission is meeting tonight.

**Resignations from Conservation Commission – John Byrne, JJ Cote, Sharon Jordan, John Latanzi and Robert Verge.**

Mr. Alonzo reported this Board received these resignations last week. He has spoken to every one of them and he also spoke to Mr. Murphy asking if they would reconsider their resignations. He has not heard back from any one. As Chair, Mr. Alonzo accepted their resignations with regret.

There is also a resignation from Jennifer Peters- Ayers from the Council on Aging who has a conflict with the COA meeting times and her work. Mr. Alonzo accepted the resignation and thanked her for applying.

There is currently one vacancy on the Council on Aging, PACC and Historical Commission. There are now five vacancies on the Conservation Commission. Anyone interested in serving on those boards should fill out a talent bank form and submit it to Town Hall. Mr. Alonzo announced hours being held by Representative Benson during November in other communities.

**Motion: P. Bertram**

**To adjourn the meeting at 8:54 p.m.**

**2<sup>nd</sup>: J. Toale**

**Vote: All in Favor**

Respectfully submitted,



Elaine M. Peterson

Executive Assistant to the Town Manager