

# Town Manager Report

*Town of Lunenburg- February 13, 2024*



## Contact Information

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## Meetings, Events, and Other Announcements:

- The warrant for the Annual Town Meeting is currently open for submission of articles now until March 18th at 4 PM. The Annual Town Meeting is Saturday, May 4th at 9 AM.

## Board/Committee/Commission Vacancies:

The following is a list of current vacancies on the following boards/committees/commissions:

- Architectural Preservation District Commission (1 vacancy)
- Cemetery Commission (1 vacancy until the next Annual Town Election)
- Council on Aging (1 vacancy)
- Green Communities Committee ( 1 Regular Member and 1 Associate vacancy)
- Historical Commission (2 vacancies)
- Open Space Committee (1 Member at Large vacancy)
- Personnel Committee (1 vacancy)

Interested persons can find Volunteer Applications on the Town Website and completed forms can be sent to the Select Board's Office. Anyone that has any questions on volunteer opportunities can contact the Select Board's Office at (978) 582-4130 x 144.

## Employment Opportunities with the Town:

The following is a list of current employment opportunities with the Town:

- Facilities Custodian (40 hours/week)
- Heavy Equipment Operator (40 hours/week)
- Land Use Director (40 hours/week)
- Temporary Administrative Assessing Assistant (32 hours/week)

More information on each position can be found on the website under job opportunities, which are located on the town website.

## **925 Mass Ave (TM Goal #1)**

In speaking with our consultant Joe McLaughlin of the BETA Group, he said the EPA had received additional funding for Brownfields and suggested we could use some additional funding to do some water and soil testing in the areas that were slightly above the standards so I reached out to the EPA to ask for additional funding for this purpose. We met virtually with the Jim Byrne of the EPA on Friday and they thought they definitely could do this scope of work for the Town. Joe provided them a scope of work and we are hoping to hear soon on the official approval. Joe will also be filing an Immediate Response Action (IRA) Completion Report that is required by MA DEP that details activities completed at the site.

## **Bids/RFPs:**

- The Assistant Town Manager and I are in the review process for a Request for Proposals for Data Collection Services for the Assessing Department for FY25-FY27 and a Request for Qualifications for an Owners Project Manager Services for the Marshall Park project related to construction work that will be paid for through the PARC grant and ARPA funds. Both should be finalized shortly. The Assistant Town Manager is also working with the Facilities Director on an Invitation for Bids for the Town Hall Roof Replacement project.
- Invitation for Bids for the Flat Hill Culvert Project will be advertised on February 27th and bids will be due March 27th.
- An Invitation for Bids for Road Materials is due February 21st.
- A Request for Quotations for Personal Property Maintenance and Utility Appraisal Services was due on February 8th and we received one proposal from RRC for \$21,100 for FY25, \$22,600 for FY26, and \$23,200 for FY27. The Assistant Town Manager has notified RRC they have been awarded the bid.

## **FEMA Decision on September Storm Reimbursement**

I received a call yesterday from the Executive Office of Public Safety notifying us that FEMA denied the State's request for reimbursement for the September storms saying the impact " was not of such severity and magnitude as to be beyond the capabilities of the state, and affected local governments, and voluntary agencies." The State does plan on appealing the decision of FEMA and working with their federal partners to advocate for reimbursement. The State did appropriate \$5M in the fall for the September storms, so there is a chance Lunenburg and the other affected communities will receive reimbursement through the State. The Town's request to FEMA was \$75,000.

## **FEMA Reimbursement for COVID-19 Related Expenses**

Through the Fire Department, we received the reimbursement paperwork for COVID-19 related expenses that were submitted over three years ago totaling \$66,788. When these funds are received, they would be taken in as a local receipt and go towards the closeout balance at the end



## FY 2025 Budget Updates

I was notified by our MIIA Health Insurance Senior Account Representative on February 5th that our final rate increase would be 5.7% for active health insurance plans for town and school employees. As you may recall, the estimate given to us earlier this year was a 10% increase, the estimate was revised when MIIA released their rate range in January to 6.6% and the final number is a 5.7% increase.

Tammy Crockett from Monty Tech notified me that the School Committee reviewed a budget that would be 3.75% increase (\$44,256 increase) that we could use for preliminary number. The School Committee will be voting on their budget at their March 6th meeting.

## Electricity Supply Contract

Working with our energy broker, Tradition Energy, they solicited pricing for a new contract that would be effective starting in November of 2024, when our current contract for aggregation expires. Based on the pricing received, we will be securing a contract with BP this week that will be close to 11.77 cents per kWh for 48 months.

## Grants

- Emergency Management Performance Grant: The Fire Department received \$3,500 for replacing 2 cold water rescue suits and accessories for the inflatable rescue boat/sled.
- Firefighter Safety Grant: The Fire Department received \$18,800 for replacing/updating 3 power saws and 3 portable radios to replace obsolete ones.



**Heather Lemieux**

Heather is using Smore to create beautiful newsletters