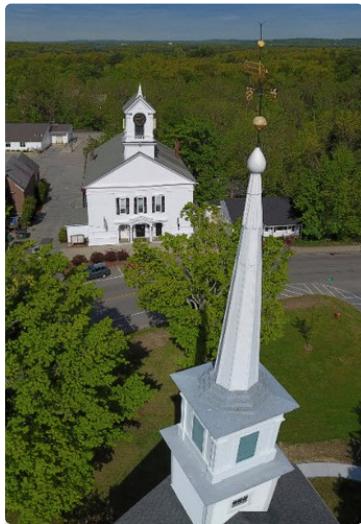


Town Manager Report

Town of Lunenburg- March 22, 2022



Contact Information

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Announcement on Existing Vacancies

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

- Architectural Preservation District Commission (2 vacancies, one citizen at large and one representative from Historical Commission)
- Council on Aging (1 vacancy)
- Economic Development Committee (1 person recommended by the Open Space Committee)
- Green Communities Committee (1 regular member vacancy and 2 Associate vacancies)
- Historical Commission (3 vacancies)
- Zoning Board of Appeals (1 Associate vacancy)

Interested persons can find application forms 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.

Current Employment Opportunities with the Town

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

- Conservation Administrator (Full Time Benefitted)
- Digital Services Staff Librarian (Part Time Benefitted)

- DPW Director (Full Time Benefitted)
- Seasonal Cemetery Laborers (Non Benefitted)
- Seasonal Lifeguards (Non Benefitted)
- Trash and Recycling Coordinator (Part Time Non-Benefitted)
- Van Driver (Part Time Non-Benefitted)
- Videographers (Part Time Non-Benefitted)

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

Tax Lien Sale Update

The Tax Lien Auction occurred at Town Hall on Thursday, March 17th. At the beginning of the Tax Lien Sale process, there were 50 properties with back taxes totaling \$1,058,077. The Tax Collector collected \$313,312 against 26 of the properties, 7 properties entered payment agreements, 10 properties will move to foreclosure, and 7 tax liens were purchased by Tallage totaling \$50,728.

Only three of the four properties (356 Hollis Road, 250 Hollis Road, and 56 Carr Avenue) that the Board agreed to remove from the Tax Lien Auction List are moving to the foreclosure process as the owner of 101 Pleasant Street paid the outstanding taxes.

Curbside Trash and Recycling Update

The Assistant Town Manager, DPW Administrative Assistant and I met with the Vice President of EL Harvey and the Municipal Manager last Thursday to review a list of outstanding issues on trash and recycling pick-up including reports of EL Harvey leaving bins that were too far from the curb tags with another town's name, knocked over bins that were left, and inconsistent Customer Service messages. EL Harvey was going to immediately address with the drivers the complaint about bins that were too far from the curb, knocked over bins, make sure the correct tags were issued to drivers, and speak with their customer service staff on messaging. I had requested a log of all the incidents since our contract began and one to be sent weekly going forward. I did receive a report dating back to December until present so have followed up for the remainder of the contract year.

We also addressed that residents have been receiving contrary messages from the Customer Service staff, including being told that EL Harvey does not replace bins that were damaged by the truck driver. This is incorrect, EL Harvey will replace damaged bins. Residents whose bin has been damaged need to contact customer service and request an email address to send a photo of the damaged bin.

Private road pickup was another item we discussed. Now that the winter weather has ended, EL Harvey is picking up trash and recycling on all the private roads in our contract. The problem occurs with the bad weather when roads that are not maintained cannot be accessed by the trucks. We are going to review all the private roads within the contract, the number of households on each road, and EL Harvey is going to come up with a solution that may include bins being required at the end of the private roads in able to service them during the winter months. This will be revisited.

The last item we discussed was communication. We stressed that we need to be made aware at the end of each day if any problems occurred on routes and if there were missed pick-ups, what residents can be told to expect. We also discussed putting out information on where bins need to be placed (not in front of mailboxes or in driveways) and re-educating the public on what is and what is not recyclable. EL Harvey has indicated that our current recycling has a high contamination rate with people putting their recycling in plastic bags (not recyclable), dirty food containers, scrap metal, helmets, and dirty diapers.

At the end of our meeting the Vice President of EL Harvey apologized for how this contract has started off and that this is not what Lunenburg should expect from their company.

Stormwater Updates and Asset Management Grant

Our Stormwater consultant from CEI provided a written report on the status of Year 4 (FY22) of the MS4 permit that was provided to the Stormwater Task Force for their meeting last week. There were some follow-up questions from the Committee, that the Land Use Director is putting together for the consultant to respond to by their next meeting.

We were also recently notified that we received an Asset Management Grant in the amount of \$128,005, of which \$76,605 is funding through DEP's State Revolving Fund and the remainder of \$51,400 is a match required from the Town. As our match, \$21,900 within the Year 5 (FY23) budget is available that can appropriated towards the grant and the remaining \$13,100 we will have available in the FY23 Stormwater appropriation. None of these changes would alter the proposed FY23 Budget as it stands now.

The Town currently has no centralized, complete asset inventory of our stormwater system. We have documented and mapped horizontally in GIS, we have incomplete attribute and vertical elevation data, and data for other features may exist only in paper records and staff's memories. This project will expand and complete an asset inventory geodatabase and create a framework to perform and track inspections of key assets based on the improved organization and completeness of inventory records. This is an important first step for the town and can be built upon by future efforts to develop a formalized Asset Management Program Plan for the system.

COVID-19 Update

The weekly update from the Board of Health on the total number of new cases reported as of March 12th was 8 and the positivity rate was 1.43%.

Meetings, Events and Other Announcements

- There will be a Pet Rabies Clinic put on by the Nashoba Associated Boards of Health on Saturday, March 26th from 12 pm- 2 pm at the Townsend Highway Department at 177 Main Street.
- Yard Waste Collection Days at Youngs Road will begin Saturdays starting April 16th until May 21st. The collection is open from 8 am until 4 pm.
- The Lunenburg Lions Club will host an Easter Egg Hunt on Saturday April 16th from 11 am until 1 pm in the field between the TCP building and Kids Kingdom. There will be face painting and light refreshments provided. This event is for Lunenburg residents only.
- The Finance Committee will be having a public hearing on the ATM warrant articles on March 31st at 7 p.m.
- The Planning Board will be holding the public hearing on the three articles they submitted to be voted on at the Annual Town Meeting on April 11th at Town Hall at 6:05 PM.