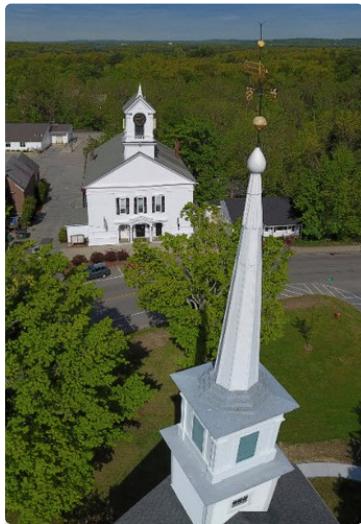


Town Manager Report

Town of Lunenburg- January 18, 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)
- Economic Development Committee (1 person recommended by the Open Space Committee and 1 ex-officio member that is business owner)
- Green Communities Committee (1 regular member vacancy and 2 Associate vacancies)
- Parks Commission (1 vacancy that would be jointly appointed by the Select Board and Parks Commission until the ATE)
- Stormwater Task Force (2 vacant positions for citizens at large)
- 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.

Current Employment Opportunities with the Town

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

- Digital Services Staff Librarian (Part Time Benefitted)

- Assistant to the Sewer Business Manager (Part Time Benefitted)
- Principal Assessor (Full Time Benefitted)
- Trash and Recycling Coordinator (Part Time Non-Benefitted)
- Videographer (Part Time Non-Benefitted)

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

Invitation for Bids/Request for Proposals

- The Public Safety Building Chiller Replacement project bids were received on January 11th. We received two bids, with the low bid of \$125,000 from Riverdale Plumbing & Heating. The total appropriation of \$150,000 for this project in the FY22 Capital Plan, including architectural services, will be sufficient for this project.
- The Town's cleaning company notified us that due to staffing shortages they are not able to fulfill the obligations of their contract with the town. The Assistant Town Manager/HR Director has currently put this service out to bid, with bids due by February 10th.
- I have been working with the consultant that will be putting together the bid specifications for the old Primary School Hazardous Abatement project. Bids will be due February 16th. Also, I submitted a required form to the state agency that is the overseeing agency for the \$50,000 earmark we received as part of an ARPA funding bill the State passed.

Woodruff Property (104 Fairview Road)

A Notice of Intent for 104 Fairview Road was submitted to MassDEP and the Conservation Agent on January 5, 2022. This will be on the Conservation Commission's February 2nd agenda.

925 Mass Avenue (TM Goal #1,i)

After reaching out to the environmental consultant from the BETA Group about further discussions with our contact at the Environmental Protection Agency regarding any possible funding to remediate the old gas station site, we were informed that there is funding in the federal infrastructure bill for a targeted brownfields assessment that they have our site on the list for. Under this program we would have to own the site in order to qualify but it would pay for the removal of the underground storage tanks, piping, and a limited amount of soil. It is expected that funding wouldn't become available until this summer, on the conservative side.

I have a call scheduled with our consultant and the EPA contact this week to discuss this further.

Nashoba Valley Regional Dispatch District

At the December 7, 2021 Select Board meeting I reported that the Town of Townsend has submitted a Notice of Withdrawal from the dispatch district. State 911 has assured us that we will not be financially impacted by Townsend's withdrawal this fiscal year or next fiscal year.

Also, due to the departure of the Lancaster Town Administrator, who was the Chairperson of the Administration Board on which I sit, I am currently the Chairperson of that Board until further notice.

ARPA Funding:

Last week I met virtually with the consulting company who will be assisting us with outreach and assembling a plan for use of our ARPA funding and reporting requirements. They will be meeting with all the department heads next week and will be attending the February 1st Select Board meeting to present an overview of ARPA funding, eligible expenses, and possible considerations. At a later date tbd they will hold a community outreach meeting to get input on possible projects to consider and will be putting out surveys to gather data as well.

Federal Infrastructure Bill Funding:

Last week I attended a virtual meeting hosted by Congresswoman Lori Trahan that reviewed the federal funds that will be available through the federal infrastructure bill. This was a high level discussion that the focus for funding will be on economic development, climate resiliency, and equity. There will be funding for culverts, bridges, and roads, as well as a "Safe Streets" program that will provide funding for intersections. There was general discussion on a rural transportation program but without a definition of rural. More information will be forthcoming on these funds and we will try to capitalize on all the available funding Lunenburg is eligible for based on our needs.

Lunenburg Central Project:

Since the Planning Board approved the Site Plan and Stormwater Permit for the Lunenburg Central project on Leominster Shirley Road, the roadside clearing at the Reservoir Road intersection has been completed and they expect to file a building permit application shortly. The construction on the 372,000 square foot warehouse is expected to begin in March and to be substantially complete by the spring of 2023. This project is expected to bring in between 200-300 jobs and has a low service impact on the town and will bring in additional tax revenue.

Streetlight Purchase Update:

Elizabeth Lydon at Mead, Talerman & Costa has been corresponding with Unitil's counsel and the general counsel at DPU. Due to the other high level dockets on the DPU's plate right now Elizabeth was advised that an informal discussion through the Department was likely the best route rather than a formal filing.

On January 9, 2022, the Company provided Elizabeth with some of the same materials previously provided to support the costs, but she is still waiting on a breakdown of the replacement costs for the streetlights. She followed up with Unitil's counsel on January 13th, and if she does not hear from them within a reasonable amount of time, the DPU has agreed to reach out directly for the documentation that she requested.

Tax Lien Auction:

The Tax Lien Auction has been rescheduled from February 16th until March 17th at 10 a.m.

The weekly update from the Board of Health on the total number of new cases reported as of January 1st was 142 and the positivity rate was 14.29%.

The weekly update from the Board of Health on the total number of new cases reported as of January 8th was 265 and the positivity rate was 22.49%.

Meetings, Events and Other Announcements

The warrant to submit articles for the Annual Town Meeting is open for submission of articles until Monday, March 21, 2022 at 4 p.m.

