

# Town Manager Report


Town of Lunenburg- December 21, 2021





## Contact Information

 Facebook

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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)
- Housing Authority (1 vacant position that is a resident of Pearl Brook)
- 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)

- Principal Assessor (Full Time Benefitted)
- Trash and Recycling Coordinator (Part Time Non-Benefitted)
- Van Driver (Part Time Non-Benefitted)
- Videographers(2) (Part Time Non-Benefitted)

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

## Ritter and Town Hall Building Envelope Projects

After checking with the APDC and Historical Commission about the historical value of the Ritter shutters, the Town Hall metal ventilator, and the Town Hall Chimneys, both the APDC and Historical Commission agreed that the shutters should not be put back on the Ritter Building, the metal ventilator should be removed, and that the chimneys should be restored. Both Commissions said that the shutters that were on the Ritter should not be put back as they did not exist in the original architectural plan for the building and were put on after 1947, the metal ventilator was not part of the original architecture at the Town Hall, and the chimneys were part of the historic architecture. These were the three items that need to be decided before the architect finalizes the specifications for the Ritter and Town Hall building envelope projects.

## Town Facilities Projects/Repairs

The electrician that was contracted to do the electrical work in the basement is almost complete. Approximately 200 pounds of old wiring was removed, significantly cleaning up the ceiling areas and addressing the most critical safety components. There is still live wiring (old BX wiring) that needs to be replaced and live phone/cable wiring that needs to be addressed, which would be the next phase of this project.

## 30 School Street Landscape Design Project Update

- The Google Form survey supplied by the architect was put on the Town Facebook page and can be located on the town website through the Select Board's web page. As of today, Ray has received 10 responses.
- The "working group" (Police Chief, Fire Chief, DPW Director, Land Use Director, the Assistant Town Manager, and myself) are meeting with Ray virtually on this Thursday.
- The next Community Meeting will be held on January 18th at 7 pm. Ray will present two conceptual designs and their cost estimates at this meeting and the goal will be to select the preferred design at that meeting.

## Invitation for Bids/Request for Proposals

- The Public Safety Building Chiller Replacement project is currently out to bid and proposals are due on January 11th.

## COVID-19 Update

The weekly update from the Board of Health on the total number of new cases reported as of December 11th was 85 and the positivity rate was 10.16%.

## Meetings, Events and Other Announcements

- Town buildings will be closed on Friday, December 24th in observance of Christmas Eve, on Monday, December 27th in observance of Christmas Day, and Friday, December 31st in observance of New Years Day. The Senior Center will be open until noon on December 31st for the musical event that had planned.

