

Town Manager Report


Town of Lunenburg- November 23, 2021





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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)
- 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:

- Assistant Accountant (Part Time Benefitted)
- Digital Services Staff Librarian (Part Time Benefitted)
- Assistant to the Sewer Business Manager (Part Time)
- Principal Assessor (Full Time Benefitted)

- Public Access Videographers (Part Time Non-Benefitted)

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

Landscape Design Project for 30 School Street

An invitation for both the site visit on Saturday, December 4th at 10 AM and the Community Meeting on Tuesday, December 7th at 7 PM has been sent out to the Agricultural Commission, Economic Development Committee, Park Commission, Architectural Preservation District Commission, Historical Society, and the organizer for Bandstand Concerts.

On November 17th a working group met virtually with Ray Dunetz. This included myself, the Assistant Town Manager, the Land Use Director, the Police Chief, the Fire Chief, and the DPW Director. We reviewed certain concerns such as access for public safety, lighting in order to keep sight lines for police, the traffic from Mass Ave onto School Street, any possible alterations that may be needed on School Street, that the design should limit maintenance, and discussed public versus private septic.

Green Communities Update:

The Annual Report that is required to be submitted in November to the Department of Energy Resources was submitted last week. This closes out the Competitive Grant we received in 2020 and allows the Town to apply for the next round of competitive grant funds in the Spring.

I also sent the Final Grant Report that gets submitted to the Department of Energy Resources once all the projects are completed today and triggers the scheduling of an inspection by our Regional Coordinator from DOER.

Since a year has lapsed now from the date the Town initially approved the purchase of the streetlights from Unitil and that we notified them of our intent to purchase, with no real headway on the calculation we received from them for the depreciated value of the streetlights, I have asked Town Counsel to initiate the mediation process through the Department of Public Utilities. I will keep the Board and Green Communities Committee updated.

ARPA Funding

Although we are still in the information gathering stage and had been awaiting to see the State's plan for ARPA funding and the Federal Infrastructure Bill, I have been participating in listening sessions that Montachusett Regional Planning Commission has been holding where communities are sharing ideas and information about possible uses of funding and best practices. I have also reached out to a firm called Capital Strategic Solutions that could assist with federal compliance, reporting requirements, public outreach, and procurement. Currently they are working with Townsend, Southborough, Gloucester, Pepperell, Dunstable, Lynn, Acushnet, Groton, Stow, and Holden. I will report back to the board after I have a comprehensive discussion with them.

Tax Lien Sale

The Treasurer Collector is planning on conducting a Tax Lien Auction on February 16, 2022 at 10 a.m. in the Town Hall meeting room. The last Tax Lien Auction was held in June of 2018 and the Town

recouped approximately \$285,000 between the tax lien revenue and penalties/interest paid leading up to and from the sale of the tax liens.

Flat Hill Road Culvert Project

The engineering firm for the Flat Hill Road Culvert project informed the DPW Director and I today that MassDOT is set to reopen applications for the Municipal Small Bridge Program in the first quarter of the calendar year. They are changing the program so that they will be awarding two different types of grants – one for the design for up to \$100k and one for construction for up to \$500k. Towns will be able one design grant for a certain bridge and one construction grant for a different bridge within the same year, you cannot receive both grants for the same bridge within the same year and in order to apply for the construction grant, you need to have the design phase completed. We will be ready to submit our application as soon as they release the new application.

Bus Driver Shortage- RMV Training

The Registry of Motor Vehicles will hold a [one-day, School Pupil \(7D\) Driver Certificate exam event](#) from **12:30 to 3:00 p.m. on Saturday, December 4** at 27 Katrina Road, Chelmsford for individuals interested in becoming licensed 7D drivers. Applicants must have completed the [School Pupil \(7D\) application online no later than midnight on Wednesday, December 1](#). To participate in the one-day event, the individual's application must have been approved, with only the exam being the final step to complete the process. Participants should bring a check for the exam fee of \$15.00 made out to MassDOT/RMV.

At the event, a two-hour required training will be offered in both English and Spanish. Additionally, RMV staff will be on-site to administer and evaluate the School Pupil (7D) written exam, record the results, and issue a certificate to those who meet all the requirements. To register, interested people should email SchoolBus7DNotify@dot.state.ma.us, put "December 4 30 -7D TRAINING" in the subject line, and provide their name, driver's license number, phone number, training needs, and email address.

Grants and Earmarks:

- The Town was awarded a Recycling Dividends Program grant in the amount of \$6,600. This grant is awarded to municipalities that have implemented specific programs and policies proven to maximize reuse, recycling, and waste reduction.
- We were notified by Senator Cronin that the Town will receive \$50,000 through the State's ARPA funding for Hazardous Materials Abatement for the old Primary School. I have already reached out to an environmental consultant that is reviewing the Hazardous Materials Survey we conducted and to assist with putting together bid specifications to put this project out to bid.

COVID-19 Update:

The weekly update from the Board of Health on the total number of new cases reported as of November 13th was 25. The current positivity rate for Lunenburg as of November 13th was 2.92%.

Meetings, Events and Other Announcements:

- The annual Tree Lighting Ceremony will be held on Thursday, December 2nd at 6 PM at the Town Gazebo.
- The Town will be putting up the Giving Tree with Christmas Angels on it that will be on the second floor of the Town Hall. Anyone interested can come get a Christmas Angel that has a child's first name on it and ideas for gifts to purchase for them. These donated gifts go to local families in need through the Salvation Army and these donations will be accepted until Thursday, December 9th.