

# Town Manager Report

Town of Lunenburg- October 19, 2021





## 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)
- Commissioner of Trust Funds (2 vacancies-joint appointment between CTF and BOS until next ATE)
- Economic Development Committee (1 person recommended by the Open Space Committee, 1 citizen at large, and 1 ex-officio member that is business owner)
- Green Communities Committee (1 regular member vacancy and 2 Associate vacancies)
- Personnel Committee (1 vacancy)
- 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)

- Board/Committee Clerk (Part Time Non-Benefitted)
- Digital Services Staff Librarian (Part Time Benefitted)
- Assistant to the Sewer Business Manager (Part Time)
- Public Access Videographers (Part Time Non-Benefitted)
- Trash and Recycling Coordinator (Grant Funded, Part Time Non-Benefitted)

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

## Grants:

Our new IT consultant, Suzor IT, provided all the materials and written justification required to submit the Community Compact IT Grant and I submitted the application last Wednesday for a total request for both School and Town Network Infrastructure in the amount of \$188,000. I anticipate the grant announcements will be made around the end of November.

## Bids:

- The Master Plan Bid process for the Planning Board has been put on hold after they received zero bids in August. After contacting firms that took out the IFB, firms said the existing allocation would not provide adequate funding for the production of the 2 elements sought under the bid (of the 8 required). The Planning Board has submitted a capital request for additional funds that would complete the entire Master Plan. The Land Use Director's research has indicated that when communities hire firms to complete the entire plan, the cost becomes more manageable due to the fact that the majority of work is data collection and public input that is used throughout the plan. The same amount of data collection is required for 1 or 8 elements.
- The Marshall Park RFP is due Wednesday, November 3rd.

## Unitil Proposed Rate Increase:

Unitil filed an amendment to their original proposed winter Basic Service rate increase (effective December 1, 2021 until May 31, 2022) with the DPU last week that would split their total proposed increase between the winter rate and summer 2022 rate. Comments to DPU were due by yesterday at 5 p.m. I submitted a brief comment letter in opposition of the proposed rate increase restating the impact it would have on our residents that are Basic Service ratepayers under Unitil and that even splitting this increase between the Winter and Summer rates would be detrimental for many people that are already on fixed incomes. I also expressed that there was insufficient time allowed for those wishing to submit comments between the notice and deadline for comments to DPU.

I am currently working with our Municipal Aggregation Power Broker on contacting all eligible accounts about their ability to opt into the Municipal Aggregation Program for 11.21 cents kWh.

## COVID-19 Update:

The weekly update from the Board of Health on the total number of new cases reported as of October 9th was 58. The current positivity rate for Lunenburg as of October 2nd was 5.35%.



## Meetings, Events and Other Announcements:

- Halloween Trick or Treat hours will be on Sunday, October 31st 6-8 PM
- The fall Special Town Meeting will be Tuesday, November 16, 2021 at 7 PM

