

# Town Manager Report


Town of Lunenburg- August 10, 2021





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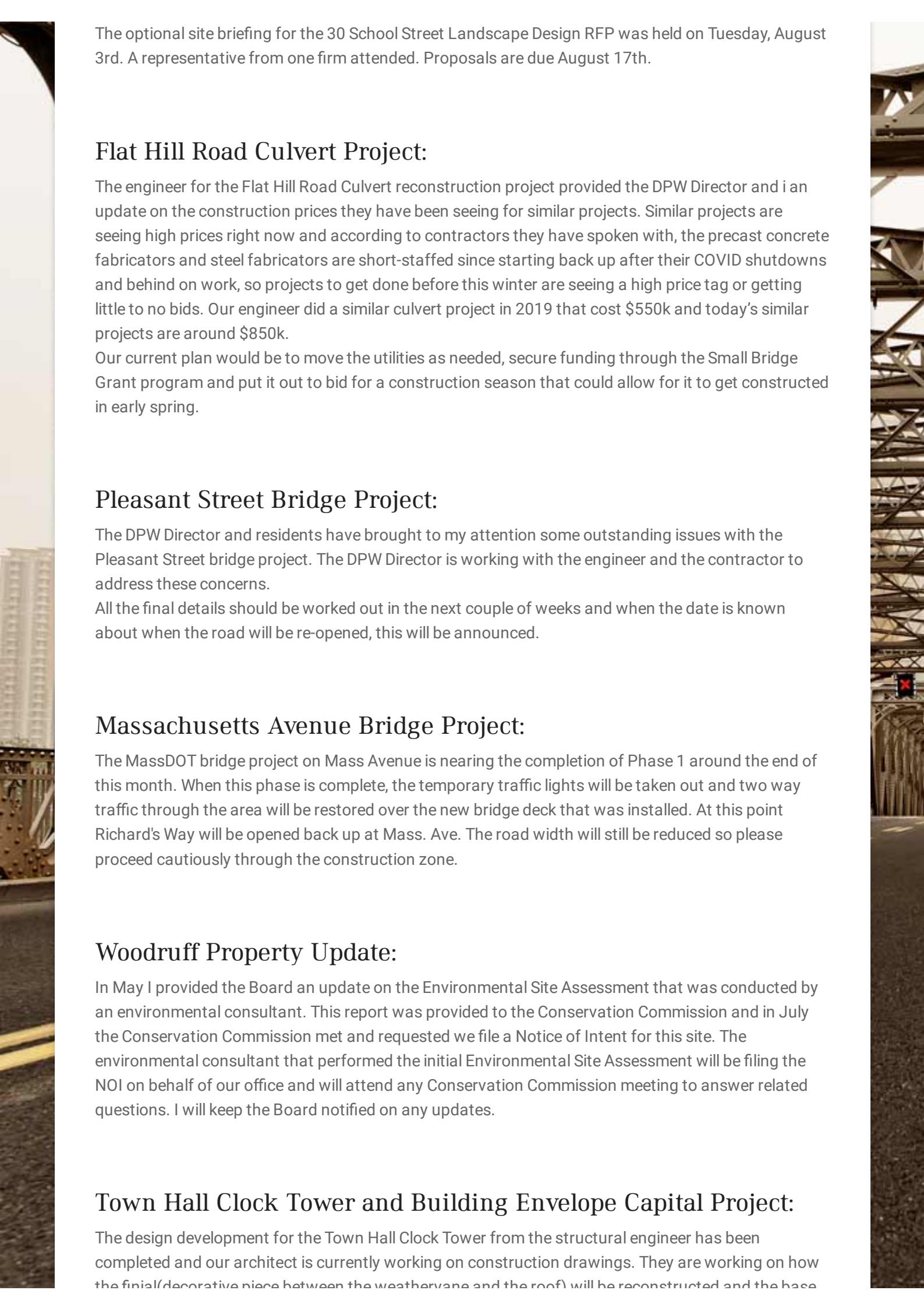
## Announcement on Existing Vacancies:

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

- Architectural Preservation District Commission (2 vacancies-1 citizen at large and 1 representative from Historical Commission)
- Board of Assessors (1 vacancy-joint appointments between BOA and BOS until next ATE)
- Bylaw Review Committee (1 vacancy)
- 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)
- Housing Authority (1 position to be held by a tenant at Pearl Brook Apartments)
- Senior Work Off Program 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.

## Invitation for Bids and Requests for Proposals:

The optional site briefing for the 30 School Street Landscape Design RFP was held on Tuesday, August 3rd. A representative from one firm attended. Proposals are due August 17th.

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## Flat Hill Road Culvert Project:

The engineer for the Flat Hill Road Culvert reconstruction project provided the DPW Director and I an update on the construction prices they have been seeing for similar projects. Similar projects are seeing high prices right now and according to contractors they have spoken with, the precast concrete fabricators and steel fabricators are short-staffed since starting back up after their COVID shutdowns and behind on work, so projects to get done before this winter are seeing a high price tag or getting little to no bids. Our engineer did a similar culvert project in 2019 that cost \$550k and today's similar projects are around \$850k.

Our current plan would be to move the utilities as needed, secure funding through the Small Bridge Grant program and put it out to bid for a construction season that could allow for it to get constructed in early spring.

## Pleasant Street Bridge Project:

The DPW Director and residents have brought to my attention some outstanding issues with the Pleasant Street bridge project. The DPW Director is working with the engineer and the contractor to address these concerns.

All the final details should be worked out in the next couple of weeks and when the date is known about when the road will be re-opened, this will be announced.

## Massachusetts Avenue Bridge Project:

The MassDOT bridge project on Mass Avenue is nearing the completion of Phase 1 around the end of this month. When this phase is complete, the temporary traffic lights will be taken out and two way traffic through the area will be restored over the new bridge deck that was installed. At this point Richard's Way will be opened back up at Mass. Ave. The road width will still be reduced so please proceed cautiously through the construction zone.

## Woodruff Property Update:

In May I provided the Board an update on the Environmental Site Assessment that was conducted by an environmental consultant. This report was provided to the Conservation Commission and in July the Conservation Commission met and requested we file a Notice of Intent for this site. The environmental consultant that performed the initial Environmental Site Assessment will be filing the NOI on behalf of our office and will attend any Conservation Commission meeting to answer related questions. I will keep the Board notified on any updates.

## Town Hall Clock Tower and Building Envelope Capital Project:

The design development for the Town Hall Clock Tower from the structural engineer has been completed and our architect is currently working on construction drawings. They are working on how the finial (decorative piece between the weathervane and the roof) will be reconstructed and the base

of the columns of the Clock Tower will need to be reconstructed due to deterioration and all the mesh screening around the bell will need to be replaced. This will be incorporated into the overall project to address the Town Hall roof, chimney, and building envelope repairs.

## Lions Club Food Pantry:

The Lions Club has requested to move the Food Pantry from the second floor of the Public Safety Building to the TC Passios building. Currently all the items are stored in the second floor of an unfinished space at the Public Safety Building and have to be manually carried up and down the stairs, as there is no elevator. Last week I met with our Board of Health Agent, School Facilities Director, and School Superintendent to review the kitchen space as an alternative and all the logistics around operating the food pantry out of that space, including sufficient space for all the shelving, sufficient power supply if the Lions Club brought in a refrigerator and freezer to store cold and frozen items, additional operating costs, the need for a food permit, access, and security of the building. Also, during the pandemic the food pickups moved from the Public Safety Building to the front entrance of the TC Passios so the process for putting together the food pick-ups would be more efficient at the TC Passios.

The Lions Club President Corrine Scouten has reviewed the space to determine if all the shelving will fit in the kitchen space and it appears it will work. I will continue to work with the Lions Club to proceed with relocating the food pantry to the TC Passios.

## American Rescue Plan Act Funds (Coronavirus Local Fiscal Recovery Funds):

In addition to the municipal allocation of CLFRF funds that Lunenburg was allocated, the Division of Local Service issued a memorandum yesterday regarding the County Reallocation portion of CLFRF funds to eligible municipalities. Per the statute, funds allocated to counties categorized as "not units of general local government" by the US Treasury (Berkshire, Essex, Franklin, Hampden, Hampshire, Middlesex, Nantucket, Suffolk, and Worcester) are to be reallocated to municipalities in those counties. The Commonwealth will distribute these funds on behalf of the US Treasury. Like other CLFRF payments, these will be made in two tranches with the first tranche (50 percent) distributed now and the second tranche (the remaining 50 percent) distributed not less than 12 months after the first payment is made. Lunenburg's County Reallocation is \$2,279,580. We will be eligible to receive 50% of this allocation (\$1,139,790) on or about August 16th. Based on the language of the memorandum, it sounds like the funds would follow the same criteria as the municipal allocation.

These funds must be obligated to designated expenses by December 31, 2024 and the period of performance is by December 31, 2026.

## Meetings, Events and Other Announcements:

- The Library is currently closed now until Sunday, August 22nd while all the carpets get replaced. Book drop return slots will be locked during this time so please keep your items through the closure or return them to another CWMARS library. Due dates have been extended so no overdue fines will be charged while the building is closed. If you place new holds on items, please consider selecting another library as a pickup location until the library re-opens. Staff can also retarget existing holds to be sent to another library at your request.
- Lunenburg Farmers Market on the Ritter Lawn are being held Sundays until October 10th, 10 a.m. until 12:30 p.m.



- Summer Band Concerts are on Monday evenings at 7 p.m. until August 9th (with a rain date of an additional Monday on August 16th) and will outside the front entrance of the TCP Building. These are posted on the Town Calendar on the website by the Town Clerk and if they need to be cancelled, it will be updated on the Town Calendar.

