

# Town Manager Report


Town of Lunenburg- July 27, 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-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.

## Retirement of the Principal Assessor:

- The Principal Assessor Sue Byrne has notified me that she will be retiring by November 30, 2021. The Assistant Town Manager will be advertising the position this week and our goal would be to have this position filled and work in the office before the current Principal Assessor retires.

## PAYT Bag Price Increase:

After the July 13th meeting I notified our bag vendor that bag prices will be increasing 15% and they have sent out letters to all the retailers that carry Pay As You Throw bags. The price increase will go into effect on August 16th.

## FY22 State Budget Update:

- The Governor signed off on the FY 2022 State Budget recently and DLS released the final State Aid figures. As reported at the last meeting, the final overall impact to Lunenburg is a deficit of \$126,551. We will watch our actual New Growth compared to our estimated New Growth figure to see if it comes in higher, as this would offset this deficit.

## Invitation for Bids and Requests for Proposals:

- The Assistant Town Manager has advertised the Request for Proposals for Landscape Architectural and Engineering Services for 30 School Street. Proposals will be due on August 17th at 10 a.m. Once the Assistant Town Manager and I have reviewed the proposals to make sure they meet the minimum quality requirements, the Select Board will review the non-price proposals and rate them using the evaluation criteria at the August 24th meeting.
- The Assistant Town Manager will be assisting the Parks Commission on drafting their bid documents for a Master Plan for Marshall Park.

## 925 Mass Ave (TM Goal #1):

I reached out to the MassDEP Deputy Regional Director of the Bureau of Waste Site Cleanup last week and unfortunately, there is no new news to offer. The last time he touched base with the office that handles Leaking Underground Storage Tanks, the LUST funds were tied up with the federal infrastructure bill. I will continue to check in with MassDEP on the availability of this funding for clean-up.

This afternoon I received the existing conditions survey that was performed by Dillis & Roy for this property. This was a necessary step in order to eventually dispose of the property and relevant to the clean-up of the property.

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

I had a roundtable meeting with the Police Chief, Fire Chief, DPW Director, Finance Director, IT Director, the Economic Development Manager from Montachusett Regional Planning Commission, and spoke with the Board of Health about possible eligible uses of the ARPA funds (Coronavirus Local Fiscal Recovery Fund).

The US Treasury has identified five core areas for eligible uses of these funds:

1. Supporting public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
2. Addressing negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
3. Replacing lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
4. Providing premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
5. Investing in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

There were a number of ideas that we discussed at that meeting, that ranged from expanding broadband access, stormwater projects that would improve water quality, costs related to the Police Reform Act such as a Mental Health Clinician, environmental remediation of certain parcels, public safety capital projects, and implementing IT recommendations from the Continuity of Operations Plan were some of the ideas. My plan is to first send a list of potential projects to the US Treasury, who is the entity who determines whether an expense is eligible under the guidelines, and then proceed with diving into the costs associated with the possible projects/programs before prioritizing the list.

The parameters for the use of these funds will be that the costs to implement should not exceed the funding available unless it is a planned long term program/expense, it should not negatively impact our current staff by adding an additional workload, that in turn would impact operations, and we want to spend these funds in a way that provides the greatest impact to the Town and our residents.

I have asked the Finance Committee for their input and am asking the Select Board for any input before I present a plan for use of the funds at a future meeting. It will take some time to get answers from the US Treasury and to research the costs for the various possible projects/programs. I would anticipate I would present a plan by the end of September/beginning of October.

## Meetings, Events and Other Announcements:

- 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.

