

# Town Manager Report


Town of Lunenburg- June 8, 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 (2 vacancies-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)
- 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.

## Home Rule Petition for Jaxx Country Variety:

House Bill 3813 (formerly House 3715) for the additional liquor license for Jaxx Country Variety has now been referred for a third reading.

## Invitation for Bids:

Bids were solicited for the manufacturing and supply of municipal Pay As You Throw trash bags and retail distribution services and we received one bid, from our current vendor WasteZero. I will have a report and recommendation to the Select Board at their next meeting on June 15th on the PAYT bag fee increase for FY 2022.

## Flat Hill Road Drainage:

The DPW Director had an on-site meeting with Flat Hill Road residents Susan Whalen and Matthew Allison this past Friday. The meeting was to inspect and discuss the existing conditions with both property owners and discuss a possible drainage solution that would discharge the existing runoff into an existing watershed but address the underlying drainage issues. The residents are going to think about this proposal and get back to the DPW Director.

## Paving and Bridge Project Updates:

- MassDOT notified the Town last week that starting Wednesday, June 9th they will be detouring traffic around the area in the evening starting at 7 PM until 5 AM in order to get the temporary traffic signals and barriers set up for the one lane traffic pattern. The one lane traffic pattern will be up and running on June 10th.
- Electric Avenue will be paved on the evening of June 8th beginning at 7 PM. Whalom Road will be paved during the day starting in the morning on Thursday, June 10th. Please seek alternate routes during these times.

## Right Turn Lane into Lunenburg Crossing on Route 2A Westbound:

The Police Chief has been in contact with MassDOT about the right turn lane at Walmart and according to MassDOT that although there is a sign that the Right Lane Must Turn Right at the top of hill on the Route 2A Westbound approach, the intersection and the signal is designed as such that the outside lane is a shared through/right turn lane. MassDOT has agreed to evaluate the traffic volumes and operations at the intersection to determine if the outside lane on the WB approach at the signal can be modified, with signs and striping, to an exclusive right turn lane. They will follow-up with their findings upon completion.

## Department Updates:

Library: Library hours are back to "normal" for browsing and entering the library: M-Th 10-8, Sat 10-2, with curbside pickups available, if requested. The carpet project will begin the week of August 9th and the Library will close for the couple of weeks until the project is complete. The summer reading program is kicking off on June 24th 6:30-7:30 pm with a family event including "Flying High Dogs" on the lawn behind the Library. The Library had a high response rate for the survey they put out to help

develop their Long Term Strategic Plan. The recommended plan will be voted on by the Library Board of Trustees at their June meeting.

Treasurer/Collector: The Collector's Office is getting Preliminary Billing ready and preparing for the auditors (on site the week of June 7th).

Finance Director: The Finance Director issued notice for departments that all final Purchase Orders and Requisitions for FY21 must be opened by June 10th and that departments need to submit requests for encumbrances by July 15th. The Finance Director has also been busy reconciling the changes made by the federal and state government related to what is eligible to be submitted to FEMA and under CARES, as this has changed multiple times and then needs to be readjusted in our accounting system. Also, she submits quarterly spending reports for the CARES funding, with the latest due on June 4th.

Land Use: North End Subaru is leveling their dealership and building a new, expanded footprint that will increase their service area. The Planning Board has a subdivision plan before them for 101 Pleasant Street for a six-lot subdivision consisting of six duplex buildings. The applicant requested a waiver from the maximum dead-end road length of 650 feet, which the Board denied. As a result, the applicant redesigned the subdivision proposal by reducing it to four duplex buildings. The continuation of this hearing is scheduled for June 28th.

The Planning Board also has a hearing for the construction of four 2-unit townhouse buildings consisting of six 3-bedroom and two 2-bedroom units at 711 Massachusetts Avenue. The continuation of this hearing is scheduled for June 28th.

COA Director: The Drive Thru events will end in June. There will be a summer cookout for the seniors that is sponsored by the Police and Fire Departments and the Eagle House Supporters on Friday, June 25th at noon. The Senior Center will have summer lawn chair concerts on July 23rd at 1 p.m. and August 27th at 1 p.m. There are a number of other programs at the Senior Center that can be found in their monthly newsletter, on the website, and advertised on their Facebook page.

Assessors: Motor Vehicle Excise tax bills in the amount of \$364,000 went out in May. The new assessing software conversion is complete and VISION will go live on July 1st. Billing will be done from VISION. GIS Mapping through Cartographics will be updated regularly and those field cards will be updated accordingly.

DPW: The DPW Director reported that the DPW is performing all the landscaping and mowing until the new contractor begins on July 1st. The Town Beach will be opening on June 20th and Lakeview Nursery will be coming in to do clean-up at the beach. The Recreation Director is currently out on maternity leave so the DPW Director and DPW Administrative Assistant will be handling all town beach related responsibilities while the Recreation Director is out. There has been an increase in purchase of rain barrels and compost bins since the Annual Town Meeting, where samples were displayed. The Flat Hill culvert project will go out to bid shortly in order to begin in the new fiscal year when funding becomes available.

Police: There has been an uptick in arrests that appear to be residual impact of isolationism from the pandemic. The department completed the training on the Body Worn Cameras and they were deployed on Friday, June 4th.

Fire: Two of the full time firefighter/EMTs will be finishing their paramedic test soon and once they receive their paramedic certifications, the Chief can apply to the State to run at the Paramedic level.

## Meetings, Events and Other Announcements:

- Lunenburg Farmers Market on the Ritter Lawn will be Sundays starting June 13th until October 10th 10 a.m. until 12:30 p.m. except on Sunday, July 4th.
- The Summer Band Concerts will resume on Monday evenings at 7 p.m., July 12th until August 9th (with a rain date of an additional Monday on August 16th). Concerts will move to the area in front of the TCP, with the band set up on the front entrance steps of the TCP, the public on the grassy



area across the front entrance, and parking between the Library and TCP. The triangle entrance and exit and the gate to Memorial Drive will be closed off for safety reasons.

