

Town Manager Report


Town of Lunenburg- March 16, 2021





Contact Information

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Announcement on Existing Vacancies:

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

- Architectural Preservation District Commission (1 vacancy)
- Bylaw Review Committee (4 vacancies)
- Cultural Council (1 vacancy)
- Historical Commission (1 vacancy)
- Housing Authority (2 vacant positions)
- TCP Building Design Committee (1 vacancy appointed by the Select Board and Town Moderator for member at large)
- 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.

Old Primary School Property:

I asked the DPW Director to solicit quotes for a survey for the Old Primary School property and it turns out that Dillis & Roy Civil Engineering Group had conducted field work 10-12 years ago for a developer

who was looking to purchase the property from the Town and they can update the existing conditions plan for us for \$750. We are able to cover this under the Facilities budget in FY21 so there will not be a need to include this cost in the article for design services at the Annual Town Meeting. The DPW Director is also securing quotes for a full landscape design of the old Primary School property. This funding will be requested at the Annual Town Meeting and the recommendation will be to take this out of Free Cash.

Updates from the DPW Director:

- The new dump truck that was approved as part of the FY21 Capital Plan is registered and on the road.
- The spring paving schedule is being worked out by the DPW Director but will most likely include Whalom Road from Electric Ave. to Summer Street, Electric Avenue from traffic lights to the Leominster line, Prospect Street from Laurel Lane to Leominster Road, a levelling course to Townsend Harbor Road, and a leveling course to Burrage Street from Page Street to Flat Hill Road.
- Bids for the Complete Streets project are due April 1st.

Update on Continuity of Operations Plan (TM Goal #3, Action ii):

The UMass Collins Center is wrapping up getting all the foundation data for the Continuity of Operations Plan and I will have a draft of the plan by April 9th. This will be reviewed with the department heads and a final draft should be completed by the end of April. The final plan will ultimately be reviewed and adopted by the Select Board.

Meetings, Events and Other Announcements:

- The TCP Building Design Committee has a meeting on Wednesday, March 17th at 5:30 p.m. through Zoom.
- The Conservation Commission has a meeting on Wednesday, March 17th at 7 p.m. through Zoom.
- The School Committee has a meeting on Wednesday, March 17th at 6:30 p.m. through Zoom.
- The Library Board of Trustees in meeting on Thursday, March 18th at 6:45 p.m. through Zoom.
- I will be attending the Finance Committee meeting on Zoom on Thursday, March 18th at 7 p.m. There will be presentations from the Lunenburg School Superintendent and discussion on the warrant articles that require an appropriation.

Update from PACC on Running a Hybrid Meeting:

Public Access is encountering audio issues when testing out an in person meeting and broadcasting a Zoom meeting simultaneously. The issue they are having is the audio for zoom is connected to the same mixer as the microphones. They are currently in the process of coming up with a audio fix and will keep me updated.

Update on Earmark for Primary School Fire Alarm Upgrade:

After reaching out to our legislators, they put me in touch with the state agency that the \$25,000 earmark we received for the Primary School Fire Alarm Upgrade and after speaking with that office, these funds would have to be spent by June 30, 2021. The only way we could get an extension is through a vote of the legislature either in a supplemental budget bill or the FY22 state budget approval. I have emailed all three of our legislators to request they file this, either as part of a supplemental budget bill (there is not one pending right now) or through the FY22 State budget process. As we have been told by the School Facilities Director, we cannot do this project without funding in place for the entire cost of the project, which is \$127,000.

