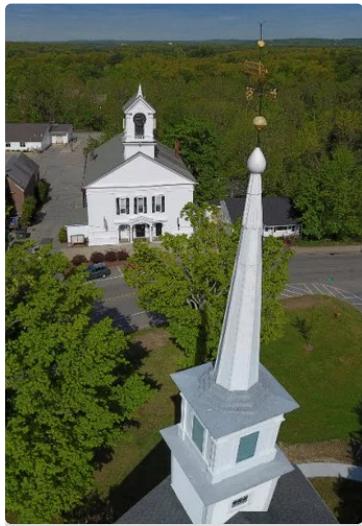


Town Manager Report

Town of Lunenburg-May 5, 2020



Contact Information

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Announcement on Existing Vacancies:

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

- Agricultural Commission (2 alternate vacancies)
- Americans with Disabilities Act Commission (1 vacancy)
- Architectural Preservation District Commission (1 design professional; craftsman or building contractor familiar with historic renovation)
- Finance Committee (1 position appointed by the Finance Committee Appointing Committee)
- Open Space Committee (1 vacancy-citizen at large)
- Planning Board (1 position appointed by the remaining members of the Planning Board and the Board of Selectmen until the next Annual Town Election in May)
- Zoning Board of Appeals (2 Associate vacancies)

Talent bank forms can be obtained on the Town Website and forwarded to the Board of Selectmen's Office.

TC Passios Building Design Project:

The TC Passios Building Committee met last night with the architects and we are proceeding with tasks that do not require access to the building nor in person contact, including of review of all

relevant building and planning documents, building code for architectural and structural issues triggered by renovation concepts, assess existing building systems, and performing the civil/land survey that will also locate stormwater drainage and site utilities. The next meeting of the TC Passios Building Design Committee is Monday, June 1st to check-in with the architects.

Town Hall Handicapped Ramp Project (TM Goal #3):

Bids for the Town Hall Handicapped Ramp were received last week and the project was awarded to Cornerstone Builders of Holyoke for a total of \$46,619. Twenty-seven thousand dollars of this project are being paid for through an earmark from the State and the remainder is being paid out of the Facilities budget.

DPW Roof Project Update:

The DPW Roof Project is now complete and the final cost came in \$7,200 less than the allotted total of \$84,000 due to less replacement roof decking than was provided for in the bid. The project went smoothly and the contractor did a good job on the final product.

Route 2A and Route 13 Intersection Update:

I reached out to MassDOT again to check on the status of whether they were able to access their program required to complete their evaluation of making changes to the traffic signals at the Route 2A and Route 13 intersection and was told that one of their engineers went into the office last week to analyze the traffic signal system and prepared the necessary work order. It will now be up to their electrical contractor to conduct the necessary work. I would expect a response in the next few weeks on the status of when this work will be scheduled.

Municipal Vulnerability Preparedness Planning Grant:

Due to the extension of closures of town facilities, the Land Use Director has worked with the State on ways we can move forward on the Municipal Vulnerability Preparedness Workshop given the current social distancing procedures. The MVP core team has a meeting tomorrow over Zoom and public workshop will be scheduled over Zoom at a later date. The goal is to conclude this by the end of June.

Green Communities Competitive Grant Submission:

On Friday, May 1st we submitted a Green Communities Competitive Grant application. The grant request includes a LED lighting project at the Middle School, a hot water conservation project at the Primary School, retro-commissioning repairs at the Public Safety Building, replacement of appliances with energy efficient appliances at Turkey Hill, replacement of appliances at various town buildings with energy efficient appliances, and funds towards the purchase of hybrid police cruisers. The total grant and utility incentives applied for \$108,962.75.

Community Compact Grant Awards:

At the April 14th meeting I had reported there were still funds in FY20 for Community Compact Grants. The program allows submitting up to two best practices to implement and I submitted a grant request to implement a Continuity of Operations Plan and implement a Financial Trend Monitoring System modeled after the International City Management Association's Financial Trend Monitoring System. I was contacted this week by the Department of Revenue and both applications were approved, totaling a \$50,000 grant award. The DOR representative did say they thought the two projects would be very useful to the Town given the current situation.

Meetings, Events and Other Announcements:

- Town Counsel office hours in May will be on May 20th 12-4 p.m.
- Disposal of Yard Waste at the old landfill off of Youngs Road is occurring each Saturday until May 16th and is open 9 a.m. until 4 p.m.
- The Conservation Commission will have a meeting Wednesday, May 6th at 7:00 p.m. via Zoom.
- The Finance Committee is holding their public hearing on the budget and ATM articles on Thursday, May 7th at 6:30 p.m. via Zoom.

