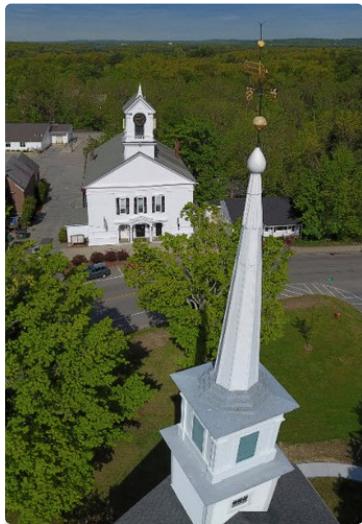


Town Manager Report

Town of Lunenburg-April 21, 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.

Fuel Tank Update:

The Conservation Commission had a public hearing on a Request for Determination of Applicability to determine if the fuel tank project will require a Notice of Intent to be filed and determined that it will in

fact need to file a NOI.

I also want to clarify, as I have previously reported, the Town has already received the \$165,000 earmark from the State for this project so we are not up against a June 30th deadline.

FY 2021 Financial Updates:

I met with the Capital Planning Committee on Thursday, April 16th and based on a revised budget that I provided them of only using the free cash amount provided for the original plan and postponing any use of tax revenues until the fall Special Town Meeting, the Committee voted to revise the FY21 Capital Plan recommendation for the Annual Town Meeting. I also sent a recommendation on adjustments to be made for the Annual Town Meeting and Revenue Expense worksheet that reflects adjustments that include revised revenue estimates and postponement of additional positions and additional hours for employees, as well as a School budget reflecting a 1.58% increase.

I am awaiting a confirmed New Growth estimate of \$173,000 from our regional assessing firm, that would be an increase of \$43,000 from the estimate I have adjusted downwards to \$130,000. This figure is based on our regional assessing firm's discussions with our Building Commissioner on current projects that are ongoing.

Other Department Updates:

- The Sewer Commission will have a meeting on Thursday, April 23rd at 4 p.m. to finalize the Request for Proposals for Sewer Operations and Maintenance and to finalize their budget.

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 Zoning Board of Appeals will have a meeting Wednesday, April 22nd at 7:00 p.m. via Zoom.
- The Sewer Commission will have a meeting on Thursday, April 23rd at 4:00 p.m. via Zoom.
- There is a Finance Committee meeting on Thursday, April 23rd at 7:00 p.m. via Zoom.
- There will be a joint meeting with the Finance Committee on Tuesday, April 28th at 7:00 p.m. with State Representative Stephan Hay and State Senator Dean Tran to discuss fiscal questions, including state funding for schools.