

Town Manager Report


Town of Lunenburg-July 16, 2019





Contact Information

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Walkability Meeting- Whalom Area

When

Thursday, July 25th, 5pm

Where

Whalom Lake Parking Lot

Walkability Meeting- Main Street Area

When

Tuesday, July 30th, 5pm

Where

Town Hall

Announcement on Existing Vacancies:

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

- Agricultural Commission (1 regular member and 3 alternate vacancies)
- Americans with Disabilities Act Commission (1 vacancy)
- Architectural Preservation District Commission (1 design professional; craftsperson or building contractor familiar with historic renovation)
- Finance Committee (1 position appointed by the Finance Committee Appointing Committee)
- Housing Authority (1 elected position vacancy that will be a joint appointment with remaining Housing Authority members and Selectmen)
- Sewer Commission (1 elected position vacancy that will be a joint appointment with the remaining Sewer Commission members and Selectmen)
- Zoning Board of Appeals (1 regular member and 2 Associate vacancies)

If interested in serving on these or any other appointed boards for the Town, please download the Talent Bank form linked below and forward to the Board of Selectmen's Office. We will keep your form on file for future position interviews.

Summer Street Road Reconstruction Project Update

The concrete sidewalk installation is ongoing in the Lunenburg section of the project. The Contractor is working on excavating and grading in preparation for granite curb and sidewalk installation in the Leominster section of the project. Work at the Baker's Brook bridge has been put on hold while the crew preps and paves driveways in the Lunenburg section of the project. The bridge work is expected to wrap up in the fall.

Eagle House Earmark

After much back and forth with a representative at the Department of Housing and Community Development (DHCD), all the documentation and standard contract information was submitted to DHCD and fully executed to allow the town to receive an earmark for \$25,000 that was in the State's FY19 budget under the Department of Housing and Community Development. We submitted \$25,000 in utility and expenses that were expended by the Town that we will receive reimbursement for that will close out as surplus funds and positively affect our certified Free Cash.

MassDEP Recycling IQ Kit Grant Kick-Off Meeting

Last week we had a two hour kick-off meeting with officials from MassDEP, representatives from Casella, the DPW Director, the DPW Administrative Assistant, the Town Manager's Executive Assistant and myself to review all the details of what is expected of by the Town to submit to MassDEP, review the process, and designate the responsible parties. I am currently working on putting together all the documents required, including a budget, that needs to be submitted to MassDEP before they will execute a contract and we cannot begin until we receive the executed contract. Once that occurs, we will start our educational campaign and efforts to reduce the Town's contamination in our recycling. This will be a major push to educate but also enforce elimination of materials that do not belong in recycling. This will require a time commitment from all the parties aforementioned, the ability to meet the deadlines that are part of the grant requirements, and the ability to hire curbside checkers that will need to be trained. The goal is to cut our contamination rate in half by the end of the campaign.

Engineering Services for Year 2 of the MS4 Permit

The Stormwater Task Force, the Land Use Director, and myself met with two firms on Thursday, July 11th. Both firms were highly qualified; ultimately we agreed to proceed with negotiating with Comprehensive Environmental Inc. There are additional items that they will be providing estimates for and the DPW Director and I will meet with the firm shortly to review all the tasks and the roles and responsibilities of both the Town and the firm and then all the stakeholders will meet to review the scope of work.

ADA Public Rights of Way Public Outreach Survey

As part of updating our Public Rights of Way Transition Plan in accordance with ADA, Montachusett Planning Commission has created a survey that we are disseminating through the following means:

- Will be in the Lunenburg Ledger
- Posted on the Town website under **Latest News and Announcements**.
- Distribution of paper surveys at Town Hall, Eagle House, Ritter, and Library
- Distribution through town wide email listserv
- Posted on the Town Facebook pages
- Survey available to be completed through SurveyMonkey at www.surveymonkey.com/r/Lunenburg_ADA_PROW_Transition_Plan_Survey

Surveys are due back by August 16, 2019

Attendance at Meetings, Other Announcements:

- I will be attending a Dispatch Administration Board Meeting on July 17th in Bolton.
- I will be attending the Personnel Committee meeting on Monday, July 22nd.