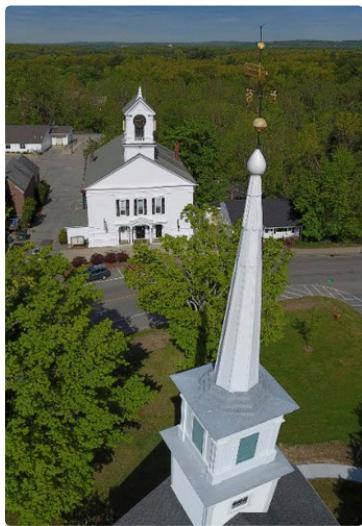


# Town Manager Report

Town of Lunenburg-June 18, 2019



## Contact Information

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## Summer Street Road Reconstruction Project

The Contractor began the emulsion injection on the Leominster section of the project today. MassDOT expects them to finish up the remainder of the injection tomorrow or Thursday. Paving of the base and binder courses in Leominster will be occurring Monday the 24th through Wednesday the 26th. Curb installation is scheduled to be completed in Lunenburg by the end of the month. Concrete sidewalk installation in Lunenburg is ongoing and should be completed in mid to late July. The Contractor will be shutting down work for the week of the 4th (July 1st - July 5th) and upon their return they will begin prepping the Leominster section for curb and sidewalk.

## Earmark for Eagle House

We mailed and emailed all the required paperwork to Julissa Tavarez, the Contract Manager at the Department of Housing and Community Development, today for reimbursement of \$25,000 expended on utility expenses and other contracted services performed at the Eagle House in Fiscal Year 2019 as a result of the FY2019 state earmark that we were notified about in May.

I emailed Representative Benson, Representative Hay, and Senator Tran that we are still in need of the requested funds for the HVAC upgrade at the Eagle House that was secured in the Senate's FY20 state budget and affirmed our hope this earmark will make its way to the final state budget.

# ADA Self-Evaluation and Public Rights of Way Transition Plan Kick-Off Meeting

On Monday, June 17th, we had the kick-off meeting for the ADA Self-Evaluation update and the Public Rights of Way Transition Plan projects. The ADA Self-Evaluation update is through a District Local Technical Assistance application I submitted to our regional planning agency and we will receive up to 200 hours of planning assistance from MRPC staff. Montachusett Regional Planning Commission went out to bid to hire a consultant to perform Public Rights of Way Transition Plans for three communities and we are one of the beneficiaries of getting this work done as part of their annual Unified Planning Work Program.

Attendees included staff from MRPC, the project manager from the consulting firm that will perform the PROW work of Stantec, the School Facilities Director, the Town Facilities Director, the DPW Director, the COA Director, the Land Use Director, a representative from the Finance Committee, two representatives from the Americans with Disabilities Committee, and myself.

In regards to the PROW work, after the meeting he was provided a copy of our Complete Streets policy, Prioritization Plan, our old ADA Self-Evaluation and Transition Plan, our ADA Policy, and our Pavement Management Plan. Data from the Walkability and Parking Study will also be provided from MRPC. All of these existing planning documents will be taken into consideration, the consultant will also perform a "boots on the ground" data collection using ArcGIS Collector. The end product will provide the Town an order of magnitude of the costs of making all the ADA improvements in a "living document" that we will need to update annually and GIS data.

In regards to the ADA Self-Evaluation update, staff from MRPC will work with the Town and School Facilities Directors to tour those facilities to assess any ADA improvements needed and work with the DPW Director on touring the Parks. The Self-Evaluation Update will be complete by December 2019. MRPC staff was impressed by our cross section of attendees and the comment was that this was a "perfect storm" of related projects including Complete Streets, Walkability, evaluating our ADA compliance at our facilities, parks, and roadways.

## Town Facilities

- Handicapped Parking Spot at Town Hall: Due to the uneven brick adjacent to what was the handicapped parking space on Main Street outside of the Town Hall, I asked the DPW to move the handicapped spot to the middle parking spot on the Town Hall side on Main Street, where it is concrete and even.
- Chairlift Door: The chairlift door at the Town Hall is in process of getting fixed as well to address the ease of opening and closing from within.
- Granite steps and Bricks at Ritter: The Facilities Director is in the process of getting quotes to reset the granite steps and fix the brickwork at the Ritter Building to address the uneven access to that building.

## Meetings:

- Tuesday, June 18th: I attended the monthly Dementia Friendly Action Committee meeting. We had a staff training on Tuesday, June 11th at the Library to bring more awareness in our jobs as municipal employees and how we can better serve people with Dementia.
- Wednesday, June 19th: I will be attending the meeting in Lancaster regarding their application for a new Wastewater Treatment Facility and comments on any environmental impacts; from there I will attending a Dispatch Administration Board.
- Tuesday, June 25th: Town Counsel Office Hours 9-1 p.m.

- Wednesday, June 26th: I will be attending a Municipal Hearings Officer Training in Stowe.
- Thursday, June 27th: I will be meeting our Tax Title Attorney at the Suffolk County Courthouse regarding the Tax Foreclosure of 925 Mass Ave.

