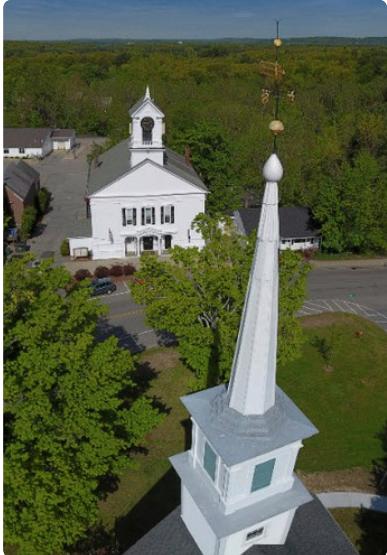


# Town Manager Report

*Town of Lunenburg- December 19, 2023*



## Contact Information

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Facebook: [facebook.com/lunenburgmass](http://facebook.com/lunenburgmass)

## Meetings, Events, and Other Announcements:

- The Master Plan Steering Committee has a survey out right now that has been posted on the town's social media accounts and is under the News & Announcements on the town website. The Committee wants to hear from you during this process of updating the comprehensive plan.
- Town offices will be closed in observance of Christmas Eve and Christmas Day on Monday, December 25th and Tuesday, December 26th. The Lunenburg Adult Activity Center will also be closed on December 25th and December 26th as well.

## Board/Committee/Commission Vacancies:

The following is a list of current vacancies on the following boards/committees/commissions:

- Architectural Preservation District Commission (1 vacancy)
- Cemetery Commission (1 vacancy until the next Annual Town Election)
- Conservation Commission (1 vacancy)
- Green Communities Committee ( 1 Regular Member and 1 Associate vacancy)
- Open Space Committee (1 Member at Large vacancy)
- Personnel Committee (1 vacancy)

Interested persons can find Volunteer Applications on the Town Website and completed forms can be sent to the Select Board's Office. Anyone that has any questions on volunteer opportunities can contact the Select Board's Office at (978) 582-4130 x 144.

## Employment Opportunities with the Town:

The following is a list of current employment opportunities with the Town:

- Digital Services and Outreach Librarian (34 hours/week)
- Facilities Superintendent (40 hours/week)
- Finance Director (40 hours/week- contractual)
- Heavy Equipment Operator (40 hours/week)
- Land Use Director (40 hours/week)
- Principal Assessor (40 hours/week)
- Staff Librarian/Young Adult (30 hours/week)

More information on each position can be found on the website under job opportunities, which are located on the town website.

## Employee Highlights

Last Wednesday Chief Gammel was appointed the President of the Central Massachusetts Chiefs of Police Association. I had the honor of swearing in Chief Gammel and the new association officers. The Central Massachusetts Chiefs of Police Association covers municipal police chiefs in portions of Worcester, Middlesex, Norfolk and Hampden counties. Knowing Chief Gammel and the level of commitment to excellence he provides our Town, I know he will serve in the members of this association well as their president.

Yesterday we had a significant rain and wind event that caused a tree to crush a trailer at the Fairlane Mobile Home Park and the wind caused a large 30 foot section of the metal siding at the Public Safety Building to be torn off, exposing the interior to the fire apparatus bays. Luckily there were no injuries in either event. There was also a significant amount of water that caused flooding in different areas, overwhelming our drainage infrastructure and downed trees that need to be pushed off the roadways by the DPW. Our Facilities Director and Interim Superintendent were dealing with leaks at the TC Passios at the time the call came in about the Public Safety Building siding and had to address that immediately. Chris Ruth was able to get a contractor out yesterday and it was boarded up by last night. We contacted our insurance company and they will be sending out an adjuster soon. I want to thank the Police and Fire Departments to all the people in need of their services yesterday, the DPW for their responses to downed trees and flooding issues, and the Facilities Director and Interim Superintendent for addressing the leaks at TC Passios and critical issue at the Public Safety Building.

## New Definition of Obligation in US Treasury Interim Final Rule

Last week Congresswoman Trahan's Office notified us that The Department of The Treasury (UST) recently released a [2023 Interim Final Rule](#) for the [Coronavirus State and Local Fiscal Recovery Funds \(SLFRF\)](#) which provides a new definition of "obligation" in regard to the December 31st, 2024 deadline for the local obligation of ARPA funds. Obligation is defined as, "An order placed for property and services and entry into contracts, sub-awards, and similar transactions that require payment." **This would mean that by the end of next year, every municipality in the country would need to enter a contract to spend all of their ARPA funds.**

Congresswoman Trahan's office provided a template to provide comments to the Department of Treasury by today to oppose this change in definition, which I submitted today.

## Fair Share Amendment Funds

We received notification last week that the State announced an additional \$100M to municipalities this year through the Fair Share Amendment funds to be used on local infrastructure. Lunenburg's apportionment is \$240,503. This is in addition to the town's FY24 Chapter 90 apportionment of \$418,064.

## FY24 Pro Forma Recap and Third Quarter Preliminary Bills

The Pro Forma Recap was approved by DOR last week.

The Tax Collector has sent the tax bill file to the printer (Kelley and Ryan) and the tax bills are scheduled to be mailed on December 22nd.

## Mass Ave at Chase Road and Mass Ave at Electric Ave & Lunenburg Crossing Road Safety Audit

The Board had asked about the timeline of when the recommendations made by MassDOT would be undertaken at your last meeting. The DPW Director reached out to MassDOT and they responded they are putting together a work order for their maintenance staff to address most of the low cost, short term measures and expect the work to be conducted over the next month or so, as weather allows.

## Welcome to Lunenburg Sign

The Welcome to Lunenburg sign that was made and given to the Town from North Central Chamber of Commerce was installed on Lancaster Avenue near the Stillman Farm. Thank you to the DPW Director for working with North Central and the Stillman's to determine a good location for the sign.



## Request for Proposals/Invitations for Bids

- The Public Safety Carpet project is currently out to bid and bids are due tomorrow.



**Heather Lemieux**

Heather is using Smore to create beautiful newsletters