

# Town Manager Report

*Town of Lunenburg- March 19, 2024*



## Contact Information

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## Meetings, Events, and Other Announcements:

- The Annual Town Meeting is Saturday, May 4th at 9 AM at the MS/HS Auditorium and the Annual Town Election is Saturday, May 18th 7 AM to 5 PM at the TC Passios Building.

## Board/Committee/Commission Vacancies:

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

- Architectural Preservation District Commission (1 vacancy)
- Council on Aging (1 vacancy)
- Green Communities Committee ( 2 Associate vacancies)
- 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:

- Conservation Administrative Assistant (10 hours/week)
- Facilities Custodian (40 hours/week)
- Land Use Director (40 hours/week)
- Planning Board Administrative Assistant (36 hours/week)
- Seasonal Cemetery Laborers
- Seasonal Lifeguards
- Temporary Administrative Assessing Assistant (32 hours/week)

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

### **Bids/RFPs:**

- We received 4 responses to the Request for Qualifications for an Owners Project Manager Services for the Marshall Park project and are currently being reviewed.
- Invitation for Bids for the Flat Hill Culvert Project are due March 27th.
- Invitation for Bids for Cleaning Services for Town Buildings is due April 4th.
- Request for Proposals for Data Collection Services for the Assessing Department for cyclical inspections for FY25-FY27 are due April 8th.

### **Natural Gas Contract**

I worked with our energy broker to secure a new rate for our Natural Gas accounts for when our current contract with Sprague expires in November of 2025. Our new rate will be \$5.668 per decatherm for a three year contract from December 2025 until November 2028. Currently the rate is \$4.39 per decatherm until 11/30/25. Knowing this pricing now will assist the Town and School in planning these related costs when developing future year budgets.

### **Solid Waste and Recycling Update**

As our three year contract with EL Harvey expires this year, we have been requesting a meeting with them to negotiate an extension to our contract. Last Thursday the DPW Director, our Recycling/Trash consultant, and I met with a representative from EL Harvey and learned that in order to extend our contract under the same conditions, it would be an approximately 70% price increase. It was explained to us that they bid our contract assuming 80 hours of labor a week and it is currently taking them about 120 hours of labor a week to finish the routes and in order to accomplish this in the time needed to make it profitable, they would need to purchase new trucks, which would add to the cost of the contract. It was understood that we would go out to bid shortly with the same model that we currently have in place as an option and we also discussed that moving to a cart system. Speaking with other trash haulers, most are only bidding on contracts that have a cart system in place due to the less labor intensive and more automated system that reduces their costs. We will work with looking at that model with EL Harvey, while simultaneously going out to bid using our current PAYT curbside collection model. per a letter we sent in early February that served as a protection in the event the contract was not extended in time for June 30th, we formally notified EL Harvey that we were requesting a 90 day extension and therefore our pricing will remain the same until the end of September 2024.



**Heather Lemieux**

Heather is using Smore to create beautiful newsletters

