

# Town Manager Report

Town of Lunenburg- January 3, 2023





## Contact Information

 Facebook

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 978-582-4130

 [lunenburgma.gov](http://lunenburgma.gov)

## Announcement on Existing Vacancies

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

- 300th Anniversary Committee (8 vacancies)
- Council on Aging (2 vacancies)
- Finance Committee (1 vacancy)
- Green Communities Committee ( 1 Associate vacancy)
- Historical Commission (2 vacancies)
- Open Space Committee (1 Member at Large vacancy)
- Zoning Board of Appeals (1 Associate vacancy)

Interested persons can find application forms 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.

## Current Employment Opportunities with the Town

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

- Administrative Assistant IT (Part Time Non-Benefitted)
- Heavy Equipment Operator (Full Time Benefitted)

- Facilities Director (Full Time Benefitted)
- Library Assistant (Part Time Non-Benefitted)
- Police Officer (Full Time Benefitted)
- Production Technician (Part Time Benefitted)
- Public Safety Front Desk Clerk (Full Time Benefitted)
- Recreation Director (Part Time Non-Benefitted)
- Videographers (Part Time Non-Benefitted)

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

## FY 2024 Budget Process

Departments were sent target budgets for FY 2024 the third week of December and requests are due back next week. I will present the Five Year Financial Forecast and Capital Plan recommendation the week of January 16th and the FY 2024 Preliminary Budget will be presented the week of February 13th. The Finance Committee will begin their budget meetings with departments on February 23rd and end on March 23rd. The Finance Committee public hearing will be on March 30th. The Annual Town Meeting this year is Saturday, May 9th.

## Meetings, Events, and Other Announcements:

- The Lions Club will be holding their annual Christmas Tree Recycling event on Saturday, January 7th from 8 am until noon. Lakeview Landscaping will be conducting the event on their behalf and will have a dumpster for the trees.