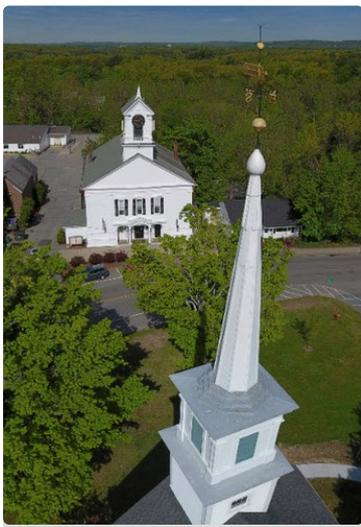


# Town Manager Report

Town of Lunenburg-October 13, 2020



## Contact Information

 Facebook

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## Announcement on Existing Vacancies:

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

- Architectural Preservation District Commission (1 vacancy)
- Cultural Council (1 vacancy)
- Historical Commission (1 vacancy)
- Parks Commission (1 vacancy)
- TCP Building Design Committee (1 vacancy appointed by Select Board and Town Moderator for member at large)
- 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 Board of Selectmen's Office.

## Free Cash Certified:

As I reported at the October 6th meeting, the Finance Director had submitted the Balance Sheet for FY20 to the Division of Local Services. The Division of Local Services notified the Town today certifying our General Fund free cash amount to be \$1,804,185. This was higher than originally estimated as there was \$103,000 more in the School's Circuit Breaker account than allowed to be carried over per

state law. Once certified these funds must be transferred at a town meeting during the current fiscal year or the balance would closeout at the end of the fiscal year. The plan is to transfer these funds for use at the Annual Town Meeting in the spring.

## Electronic Voting Equipment:

I have been corresponding with the Town Clerk on quotes for electronic voting equipment that could be used for town meetings. The cost of the equipment is an eligible expense under the CARES Act funding the Town can submit for. The equipment does not require wifi or internet to collect votes as the system is completely separated from the web to guarantee security. The way the system works is that each voting member is handed a keypad. The keypad has 5 voting buttons including buttons marked Yes, No, Abstain. Prior to the event, motions or warrant items are typed into the voting software that comes with the system. When it is time for a vote the warrant item is displayed on a main screen, the moderator then opens the vote and the participants press the button on their voting device to approve of or disapprove of the warrant item. The audience can see within the software that votes are being registered in the system. When the moderator closes the vote the system automatically calculates the votes and displays if the warrant item has passed or failed. The cost is approximately \$18,000 for 600 voting devices.

## Meetings, Events and Other Announcements:

- The ZBA has a meeting on Zoom on Wednesday, October 14th at 7:00 p.m.
- I will be attending the Finance Committee meeting on Zoom on Thursday, October 15th at 7:00 p.m. This meeting includes their public hearing on the Special Town Meeting.
- The Library Trustees has a meeting on Zoom on Thursday, October 15th at 6:45 p.m.
- The Agricultural Commission has a meeting on Zoom on Thursday, October 15th at 7:00 p.m.
- The APDC has a meeting on Zoom on Monday, October 19th at 6:30 p.m.
- The Parks Commission has a meeting on Zoom on Monday, October 19th at 6:30 p.m.
- The Board of Health has a meeting on Zoom on Monday, October 19th at 7:00 p.m.
- The Capital Planning Committee has a meeting on Zoom on Tuesday, October 20th at 5:30 p.m.
- The Open Space Committee will be meeting on Zoom on Tuesday, October 20th at 6 p.m.
- The Special Town Meeting will be held on Tuesday, November 17th at 7 p.m.
- There will be a flu clinic on Wednesday, October 14, 2020 from 3-6 p.m. at the High School . Persons 60 and older will be given priority from 3-5 p.m.