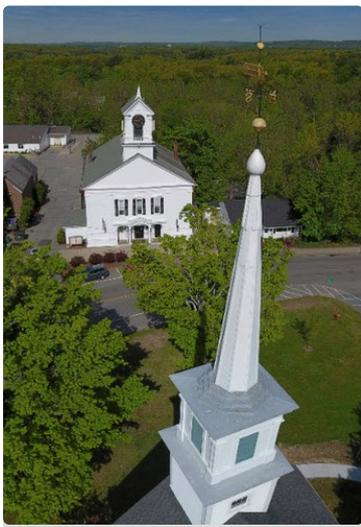


Town Manager Report

Town of Lunenburg-October 6, 2020



Contact Information

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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)
- Conservation 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.

Department Updates:

Finance Director:

- Due to reporting requirements for the CARES Act funding the Town submitted a reimbursement request for in the spring, the Finance Director had to submit a detailed report to the Division of

Local Services on September 25th. The Finance Director is working with the Police and Fire Public Safety Coordinators to submit a FEMA reimbursement request to MEMA by October 15th.

- The Balance Sheet for FY20 has been submitted to the Division of Local Services and the projected free cash amount is anticipated to be \$1.6-\$1.7 M.

Assessors:

- The Principal Assessor reported that Motor Vehicle commitment 5 is going out and she submitted New Growth to be certified and it was certified on October 1st at \$308,732. This is \$135,332 more than the estimate used at the Annual Town Meeting.
- The Board of Assessors voted to terminate the contract with Tyler Technologies for assessing software and contract with Vision. I worked with Town Counsel on the termination letter sent to Tyler Technologies, crafted the RFP that was used to solicit proposals for assessing software and finalized all the contract documents with Vision.

Treasurer/Collector:

- The Treasurer/Collector closed out all the end of year Department of Revenue reports.
- Currently working on tailings.
- The Treasurer/Collector is anticipating holding a Tax Title Lien Sale in the spring.

DPW:

- The paving season is wrapping up for the calendar year.
- The underground fuel tanks are expected to be removed in a couple of weeks.

Police:

- The 4 new Reserve Police Officers have started and the newest full time officer in the academy will graduate at the end of October.
- The Acting Chief has been receiving a number of inquiries from residents about adding 25 mph speed zones.

Fire:

- The Fire Chief reported that call volumes are back to normal, as they were down during the beginning of the pandemic.
- The newest engine was delivered to the dealer and is getting outfitted.

Council on Aging:

- The Council on Aging Director reported that the Police Department helped hand out lunches for their drive through events and the Fire Department will be at the Senior Center during Fire Prevention week.
- Outdoor programs under the tent are going well and the Senior Center numbers are up.
- Meals on Wheels is back to delivering four days a week.

Land Use:

- The Planning Board is currently updating their Approval Not Required process to contemporize the septic regulations.
- The new unit at Tri-Town is currently under construction and is expected to be done this fiscal year.
- Bright Farms will be wrapping up with the Planning Board at the end of October/beginning of November. The Conservation Commission is looking for Bright Farms to donate 1.5 acres of land on the northeast corner that would provide access from the Saliba property to the Rayno conservation land off of Chase Road.

PACC:

- The Public Access Manager reported that the equipment to enable hybrid public meetings has been installed and tested out at the Town Hall.
- PACC is working on a story time series with the Library and 4 episodes have recorded to date. PACC is also working on building up programming on the educational channel.
- PACC has been working with the architect for the TCP Building Design on space needs and will be visiting other Public Access studios to see their layout.

Meetings, Events and Other Announcements:

- The School Committee has a meeting on Zoom on Wednesday, October 7th at 6:30 p.m.
- The Conservation Commission has a meeting on Zoom on Wednesday, October 7th at 7:00 p.m.
- I will be attending the Finance Committee meeting on Zoom on Thursday, October 8th at 7:00 p.m.
- The Council on Aging will be meeting on Zoom on Tuesday, October 13th at 9:30 a.m.
- The Sewer Commission will be meeting on Zoom on Tuesday, October 13th at 5 p.m.
- The Open Space Committee will be meeting on Zoom on Tuesday, October 13th 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.

