



**Town of Lancaster**  
DEPARTMENT OF PUBLIC WORKS  
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Amanda L. Shaw, *Administrative Assistant*

*Commissioners*  
John J. King Jr.  
Douglas DeCesare  
Walter F. Sendrowski

**DEPARTMENT OF PUBLIC WORKS**  
**Meeting March 18, 2024**  
**Minutes**

In Attendance:

Douglas DeCesare  
Walter Sendrowski  
John King  
Scott MacDonald  
Amanda Shaw  
Jean Syria  
Hans Kivijarv

John King called meeting to order at 5:34pm. Doug seconds. All in favor.

Equipment updates, Scott says we have one truck down, currently in the shop, 2018 10 wheeler (H2)

Scott says he has a meeting coming up this Wednesday with the Mass DOT regarding the 117 project.

He gave John a punch list of things we want to get done. Scott said he believes they trained Sgt Mortimer on the controls for the lights and signals. We need to find out who is responsible for controlling and maintaining the signals and lights and control boxes. John King asked who takes care of the rest of them, Scott says the Highway does. John King would like the Highway dept to take care of all of them. He does not want the police dept to have to be responsible for some of them. Walter and Doug agree.

Groundwater falling over curb to driveways on main street. That is a big issue we want fixed. There is also a hole around the hydrant at middle school we want filled in. Relocating the school zone sign, we want that possibly eliminated if not needed. Solar powered crosswalk lights at Shirley road, old crosswalk lights we had, we do not really need the solar part of it, and want to turn signs in the opposite direction. Chunks of hot top at edge of a residents driveway, we want it taken care of. Otis and Main street crosswalk issue as well, want changed. Low structures between Buttonwood and Shirley road. Mailbox at corner of Lunenburg road near telephone pole may need to be removed due to this, too close, unable to plow. We want grass and land restored at the park between Otis and Buttonwood. John King wants to make sure all catch basin mats are

out which Scott said he believes they are as he has not seen any, he will check to be sure. Scott thinks the new island at the intersection on 117 has a part of it that is a hazard and is hoping to have it removed. John says the company has said a few times they will remove all the curbs and make it less hazard so you can drive over it without causing damage. John asked Scott when the meeting is that Scott is having with someone from Mass DOT. It is this Wednesday at 10am. Jean Syria asked if the sidewalk on 117 near school will be pushed back due to hazards of it sticking out too far. Scott says it is on the list. John says the light cycle at the new lights at 117 and 70 has been short and asks about extending that. John says there should be a warning sign of 'red light ahead' coming from Bolton on 117. They were told there would be one put there by mass DOT.

There was the topic to discuss superintendent pay which Walter and Doug said have been done already and is all set.

Doug mentions the railroad crossing at 62. He says something needs to be done about this. Scott was talking to one of the CSX railroad guys last week about this. Scott said a lot of people have been blowing there tires when going over this. John says we need to call and leave a message and expect a call back within two business days and if they do not get back to us we will fix it and send them the bill. We have tried numerous times to call them in the past and have no response. It should not be our responsibility but if they are not willing to do anything about it than we will have to. Doug said last fall he mentioned to the previous superintendent about bike lanes for 62 and a few other streets and said that it never got anywhere. Doug says it seems like we are back to square one for this. Scott said he will look into what we need to do for this. Doug said people will love it and get people on their bikes out of the main road so it will be a lot safer. Doug mentions that we need to get the process going on Scott becoming the full time superintendent and start the interview process.

We spoke about the applicant who submitted a superintendent resume that came forth today and all agreed that the job interview process was closed on 3/8/24 and officially closed on 3/11/24. We are unable to interview with this individual.

John wants the next meeting to be on 3/25/24 and have an executive session for Scotts interview to discuss appointing him as superintendent and a contract and pay. Doug says we will have to find out the correct steps to take to properly go in to executive session for this matter only.

Public comment:

Hans said on Feb 20<sup>th</sup> meeting we mentioned Eagle Ridge, he is asking as he is a trustee and chairperson for Eagle Ridge. Doug says before the town takes it over he wants to make sure the pumps are up and running and get them inspected and make sure everything is good before town takes over. Hans said he has been there at eagle ridge 19 years. Hans said Weston and Sampson looked at both water station pumps and said they were good. Jean Syria asks why the town would want to take this over with the high cost of possibly redoing water pumps when needed. Doug said we are willing to work with the residents of eagle ridge with any issues with the water pumps. Doug asked that we take Hans contact info if needed.

Scott asked if Hawthorne has been core sampled. John said he does not think so but it needs to be checked.

Jean asks again about the signs on 117 that are supposed to be there to warn drivers of lights ahead. She is concerned of drivers safety especially large trucks. The Board did tell her it's on our list of things to discuss with Mass Dot on Wednesday.

John asked if there was any other public comment. None.

Walter makes a motion to adjourn. John called meeting to close at 6:20pm. All in favor.

John King, Jr., Chairman

Doug DeCesare, Member



Walter Sendrowski, Member

Walter Sendrowski

