

**REPORT**  
**of the**  
**OFFICERS AND COMMITTEES**  
**of the**  
**TOWN OF LINCOLN**  
**FOR THE YEAR 2009**



**LINCOLN, MASSACHUSETTS**



## TABLE OF CONTENTS

	<u>Page</u>
TOWN INFORMATION	5
GENERAL GOVERNMENT	
Board of Selectmen	7
Officers and Committees	17
Town Clerk	26
Vital Records	28
Annual Town Meeting	29
Annual Town Election	46
Special Town Meeting	48
Special State Primary Election	51
Personnel Board	52
FINANCE	
Collector	53
Treasurer	54
Trust Funds	59
Town Accountant	61
Board of Assessors	62
Capital Planning	64
Community Preservation Committee	66
INFORMATION TECHNOLOGY	68
PUBLIC SAFETY	
Police Department	69
Fire Department	71
HEALTH AND WELFARE	
Inspector of Buildings, Wiring and Plumbing	74
Sealer of Weights and Measures	75
Board of Health	76
Animal Census & Dog Officer	78
Council on Aging	79
Public Health Nurse Study Committee	81
Commission on Disabilities	83
PUBLIC WORKS	
Public Works and Highway Department	85
Cemetery Commission	87
Water Commission	88
Green Technology Committee	90

PLANNING, ZONING, AND CONSERVATION	
Planning Board	92
Regional Planning (MAPC & MAGIC)	94
Zoning Board of Appeals	96
Conservation Commission	98
Lincoln Land Conservation Trust	100
Agriculture Commission	103
Housing Commission	105
Lincoln Historic and Historic District Commission	107
LIBRARY, RECREATION, AND SCHOOLS	
Lincoln Public Library	109
Recreation Committee	111
Pierce Property Committee	113
Cultural Council	114
Lincoln School Committee	116
Lincoln Schools Graduates (8 <sup>th</sup> Grade)	119
Lincoln-Sudbury Regional High School Superintendent	121
Treasurer's Report	123
Balance Sheet	127
Minuteman Regional Vocational Technical School District	129

## TOWN INFORMATION

<i>First Settled</i>	<i>1650-1680</i>	
<i>Town Incorporated</i>	<i>1754</i>	
<i>Town Area</i>	<i>14.56 square miles</i>	
<i>Population</i>	<i>6,178 (including Hanscom AFB)</i>	
<i>Registered Voters</i>	<i>4,429 (including Hanscom AFB)</i>	
<i>Type of Government</i>	<i>Town Meeting</i>	
<i>2009 Annual Town Meeting</i>	<i>March 28, 2009</i>	
<i>2009 Annual Election of Officers</i>	<i>March 30, 2009</i>	
<i>FY 2009 Tax Rate</i>	<i>Residential</i>	<i>\$10.82</i>
	<i>Commercial</i>	<i>\$14.21</i>

## MUNICIPAL AND SCHOOL OFFICES

<u>DEPARTMENT</u>	<u>OFFICE HOURS</u>	<u>PHONE</u>
<b>TOWN OFFICES</b> 16 Lincoln Road	Mon-Fri 8:30 AM – 4:30 PM Unless otherwise specified:	
<b>Accounting &amp; Finance</b>		259-2608
<b>Administration</b>		259-2600
<b>Assessors</b>		259-2611
<b>Building Inspector</b>		259-2613
<b>Collector/Treasurer</b>		259-2605
<b>Conservation</b>		259-2612
<b>Health, Board of</b>		259-2614
<b>Housing Commission</b>		259-2614
<b>Historical Commission &amp; Historic District Comm.</b>		259-2614
<b>Planning</b>		259-2610

<b>Selectmen, Board of</b>		259-2600
<b>Town Clerk</b>		259-2607
<b>Zoning Board of Appeals</b>	Mon, Tues, Wed, Thurs 9AM – 2PM	259-2610
<b>COUNCIL ON AGING</b>	Mon-Fri 8:30 AM – 4:30 PM	259- 8811
Bemis Hall 15 Bedford Road		
<b>PUBLIC SAFETY</b>		
169 Lincoln Road		
Emergencies		911
General Business		259-8113
<b>PUBLIC WORKS</b>		
30 Lewis Street	Mon-Fri 7:00 AM – 3:30 PM	259-8999
Transfer Station Route 2A	Wed & Sat 9:30 AM - 3:30 PM	259-8999
<b>WATER DEPARTMENT</b>	Mon- Fri. 700 AM – 3:30 PM	
Pumping Station, 77 Sandy Pond Road		
Filtration Plant, 80 Sandy Pond Road (manned daily)		259-8997 259-1329
<b>RECREATION</b>		259-0784
Ballfield Road, Hartwell Building		
<b>LINCOLN PUBLIC SCHOOLS</b>		259-9400
Ballfield Road		
Smith School (K – 4)		259-9404
Brooks School (5 – 8)		259-9408
Superintendent		259-9409
Business Office		259-9401
<b>LINCOLN SUDBURY REGIONAL DISTRICT SCHOOL</b>		978-443-9961
390 Lincoln Road, Sudbury		
<b>HANSCOM SCHOOLS -Hanscom AFB</b>		
Hanscom Primary		
		274-7722
Hanscom Middle		
		274-7720
<b>MINUTEMAN REGIONAL SCHOOL DISTRICT</b>		861-6500
758 Marrett Road, Lexington		

*PUBLIC MEETINGS ARE POSTED ON THE TOWN OFFICES BULLETIN BOARD AND ON THE TOWN MUNICIPAL CALENDAR @ [www.lincolntown.org](http://www.lincolntown.org).*

## GENERAL GOVERNMENT

### BOARD OF SELECTMEN

Sara A. Mattes  
Gary A. Taylor  
Sarah Cannon Holden, Chair

Timothy Higgins, Town Administrator  
Anita Scheipers, Asst Town Administrator  
Debra Parkhurst, Administrative Assistant

### Introduction

The recent financial meltdown at the national level, which has had a tremendous impact on the budgets at all governmental levels, highlights the fact that events beyond our borders and our direct control have an increasing impact on Lincoln's circumstances. 2009 was an excellent example of the dual nature of the work of the Board of Selectmen (BOS), and has made it perfectly clear that in addition to dealing with our local needs, an increasing amount of our time and energy must be directed toward activities at the regional level and outside our former purview.

While we celebrate the near-completion of Phase I of the Roadway Restoration Project, for example, we continue to be frustrated with the delays and near-derailment of the Rt.2 project. Traffic and roadways continue to dominate concerns as our region grows and no corresponding transportation planning or upgrades follow. Lincoln, with Rts 2, 2A, 117 and 126, and proximity to the Mass. Pike and Rt. 128, is in the cross hairs of the resulting impacts.

Current state legislative efforts to rationalize the land permitting process often contain damaging provisions for towns like Lincoln that wish to retain local control over all forms of development. Similarly, Federal laws, enacted in the 1990s that moved the Dept. of Defense to turn to private developers to provide housing for military personnel also appear to contain a potential "poison pill" for Lincoln. The new housing at Hanscom Air Force Base, a federal enclave producing no tax revenues for Lincoln, may be inhabited not only by military personnel, but also a civilian population for which the military has no responsibility. Who pays for needed services, especially schools for the children of civilian residents, has yet to be determined. While in the near-term this is an issue for the School Committee, it is a looming budget buster that could have an impact on the entire town. The Selectmen and the School Committee will remain deeply engaged in seeking an acceptable resolution of this problem.

Changes in regional demographics have also deeply affected our relationship with Sudbury and our regional high school. Sudbury is facing a very

difficult fiscal challenge that may take several years to address. Since the budget at L-S is constrained by the lowest level supported by either of the towns, the financial position of the regional high school is likely to suffer regardless of what Lincoln might be willing to contribute. Citizen groups in Sudbury have been vocal in seeking consolidation of the L-S and Sudbury K-8 systems in order to cut costs. Any changes in the Regional Agreement require support from both towns and while there is no proposal currently on the table, pressure from Sudbury for such measures will likely continue unless and until Sudbury's budget situation improves substantially. The Selectmen will remain engaged along with Sudbury town officials and the L-S and K-8 school committees in dealing with this potentially contentious issue.

So, while we celebrate our significant victories on the home front such as the Mall renovation and improved roads in Lincoln, we must invest more of our time, energy and talent in better understanding and engaging the forces outside our borders. This has to be done while addressing Lincoln residents' expectations for better customer service and communication, and the fundamental tasks of "pot holes and public safety." This is our challenge today and for the foreseeable future.

### **2009 Annual Report**

We have all had to work to keep ahead of the shifting financial picture at the state level. Lincoln's state aid decreased by \$374,000 (-20%) from fiscal year 09 to fiscal year 10. We are one of the more fortunate communities as we rely on only 6% of our revenues coming from the state. When the aid drops it does not hit us as hard as in other communities. However, within the October State of the Town Meeting, we had to hold a Special Town Meeting for the purposes of adjusting the FY10 budgets to account for the unexpectedly deep cuts in state aid and the delayed construction of the Deaconess project which resulted in a lower than anticipated revenue from property taxes. We had to reduce the total budgets by \$444,000. We are pleased to report that our financial condition remains stable and our fiscal approach is watchful, careful and realistic. At the same time we must fund basic services, respond to citizen expectations, and take care of our infrastructure and not let necessary improvements be deferred beyond what is prudent.

**Looking Ahead.** We are engaged in some long range capital planning efforts so that we can predict out several years what our expected exposure will be as we seek to undertake some major capital projects over the course of the next several years. We discussed these projects at the 2008 SoTT Meeting and wish to reiterate that list here because we believe that despite difficult economic times, it would be prudent to undertake some of the projects now.

Roadway Rehabilitation, Phase II  
Town offices – upgrades and renovation  
Technology Infrastructure

Pierce House – operations and finances  
K-8 – renovations

In our review of the year 2009 we have explained some of the thinking around these capital projects.

**Looking Back 2009.** At the end of each year we also look back at where we have been and what we have accomplished. We know that each year we will find that we have had to respond to much that was not anticipated; we have had to push some things aside for more urgent needs; and we have more work to do. We do the best we can to meet the challenges in an open and measured process. As we look back over the past year with our goals in one hand and our accomplishments in the other, we believe we have achieved much and we will take on the unfinished business as yet another challenge.

At the Special Town Meeting in October 2009, the Town voted to accept the **Comprehensive Long Range Plan (CLRP)**. There was considerable debate and confusion about what it meant to “accept” the plan. Citizens were assured that the Plan sets a framework for future expectations and offers a set of recommendations and goals to guide decision makers and planners as they formulate initiatives to take to town meeting for the required support and approval. We are hopeful that citizens are comfort-able with the knowledge that all major decisions require the vote of town meeting.

More than 70 town volunteers worked tirelessly to develop the plan and all deserve our deep gratitude. Lincoln has a very flat organization structure with widely distributed authority. Maintaining a cohesive vision and approach across and among the responsible boards can be difficult, especially where deeply held values may collide, as they occasionally do. The development of the CLRP required the boards to address and resolve such conflicts to the extent this was possible. We hope that the plan reflects a realistic resolution of the trade-offs that must inevitably be made. The Planning Board is in the process of forming an Implementation Committee. At the end of the year the Planning Board and the Board of Selectmen agreed that the Lincoln Station area should receive priority attention, as issues such as roadway reconstruction, roadside planning and lighting will require immediate attention and creative thinking

In the early summer work began on **Phase I of the Roadway Rehabilitation Project**, the \$5.5 million dollar two-part road paving and design initiative (approved by Town Meeting in March 2009) that has been in the planning process for several years. Unfortunately commencement of the project was delayed due to a legal challenge to the Town’s selection of the lowest bidder (which saved the Town more than half a million dollars). The Town ultimately prevailed, and in late November just before the snows flew, paving work on Trapelo Road, Bedford Road/North, Route 126, Baker Bridge Road and Sandy Pond Road was finished. The sight lines and paved surface at the intersection at Trapelo Road and Old County Road were greatly improved. Due to the delay, remaining surface and detail work, such as striping and further landscaping, path and roadside improvements will be finished as weather permits. Work on the

roadside and paths, done by our own DPW personnel, rather than the contractor, has been a boost to the rehabilitation budget.

The Ad Hoc Traffic Committee (Jason Felsch, Buzz Constable, Ken Basset, Rick Wiggin, Beth Ries and John Caswell) updated guidelines for Lincoln roads, identified locations and design for safety improvements (if warranted) and took great care to preserve the country roads. We applaud the careful work of that committee. Chris Bibbo, Superintendent of Public Works, and his crew did an admirable job of keeping this large project moving with minimal disruption. Phase II will begin in the summer of 2010.

Participation in **regional organizations and committees** has become increasingly important to Lincoln's future. As external pressures increase, it is critical to understand what and where they are, and how we can participate to influence decision making in this larger arena. Our participation takes place in a number of different ways:

--Hanscom Area Towns (HATS) ~ The HATS communities, Lexington, Lincoln, Bedford and Concord, continue to monitor development at Hanscom Civilian Airport, and support activities to ensure the continued vitality of Hanscom Air force Base,. HATS also seeks ways to provide a forum for inter-town information sharing and collaboration. In the spring of 2009 HATS held a forum on regionalization in which they discussed ways in which they share resources and form coalitions. Subsequent HATS agendas have included forums for Finance Committees & Agricultural Commissions.

--MAGIC: ~ MAGIC includes the HATS communities and other communities to our west. MAGIC, like HATS, is a forum for information sharing, but also where TIP/MPO advocacy (e.g., for Crosby's Corner realignment) takes place.

--128 Central Corridor Coalition (128 3C) ~ The 128 Central Corridor Coalition is made up of Weston, Waltham, Lincoln, Lexington and Burlington. This newly formed coalition is seeking mechanisms within our respective jurisdictions that will aid us in addressing traffic congestion along Rt. 128 between the Mass. Pike and Rt.3. We are seeking coordinated mitigation from developers to reduce car trips as well as low-costs strategies to move traffic more efficiently along Rt. 128 such as the addition of dedicated HOV and Express Commuter Bus Lanes. In addition, the Coalition is working with our federal delegation and the MBTA to seek upgrades of the Fitchburg rail line with an ultimate goal of a Multi-Modal Mobility Transit Center at the intersection of Rt.128 and the Fitchburg line. We are currently working to development a grant, in partnership with a large area employer, for a demonstration project using shuttle to deliver point to point service. The Metropolitan Area Planning Council (MAPC) provides critical staffing to this effort.

--Battle Road Scenic Byway (BRSB): Road of Revolutions ~ The BRSB runs from Arlington through Lexington and Lincoln, and terminates in Concord. The MAPC is leading the early planning stages of how best

to protect the unique physical and cultural historic landscape of this state designated corridor. Public meetings were held in Lincoln in early December to discuss the landscapes and places in Lincoln for potential inclusion in the corridor.

--Hanscom Field Advisory Committee (HFAC) ~ Established by state legislation, this committee is made up of representatives from Lexington, Lincoln, Concord and Bedford, as well as Massport and stakeholders who use Hanscom Civilian Air Field. HFAC monitors activities at the airport that affect our communities.

--Electronic Systems and Software Science and Technology (S&T) Board ~ This newly created board is a collaboration between the Mass High Tech. Council, Hanscom Air Force Base (HAFB), and the state and local stakeholders. HATS has a seat on this board, and Lincoln has been asked to be the representative. It will provide a forum to collaborate, consult and exchange information, and to provide strategic advice to regional, state, and local officials for the purpose of promoting the region's contributions to the electronic systems and software sector. This is an important mechanism to ensure close collaboration and support for HAFB.

The **Pierce House Planning Committee**, appointed by the Selectmen in 2008, completed its assessment of Pierce House operations and finances and issued its report earlier this year. The Pierce House management team is working to implement the key recommendations. One of the first tasks – now completed – was to repair the drainage system that connects the ponds. In addition, the team plans to re-examine the use of trust fund income.

The **Agricultural Commission** is up and running with members appointed by the Board of Selectmen. They will now be adding their work to the report of Boards, Committees and Commissions in the Town Annual Report. As we write this report, members of the Agricultural Commission along with many other individuals, and town and state organizations are working to add the **MacDowell property** on Old Sudbury Road to that inventory of valuable farmland.

In the early fall Lincoln resident Mr. Roy MacDowell informed the Town that he intended to remove a 21 acre parcel of his property on Old Sudbury Road from Chapter 61A, the Commonwealth's agricultural use designation, which lowers the value of the land for property tax purposes. Under the terms of this statute, the Town has a right of first refusal (ROFR) on the parcel. The property abuts other conservation land in Lincoln, Weston, and Wayland as well as Drumlin Farm, and it has long been identified as a key parcel of conservation interest in Lincoln's open space planning. It is currently in active farm use. Removal of the agricultural designation would require the payment of back property taxes, but would also permit the development of up to three house lots on the land. Exercising the ROFR would require the Town to raise the appraised value of the property, \$2.98 million (\$3.1 million including legal and other transaction fees), and sign a purchase and sale agreement with the owner within

120 days of Mr. MacDowell's acceptance of the appraisal amount. The period for approval ends on February 27, 2010. In November we held a very well attended hearing to discuss the fate of the land. The sentiment at the meeting was universally in favor of preserving the land without any further development. Various groups have stepped up to assist in an effort led by the Rural Land Foundation and Mass Audubon to raise the necessary funds. The Community Preservation Committee has indicated it would allocate \$400,000 for the purchase, and the sale of Agricultural Preservation Restrictions (APRs) by the Town to the Commonwealth on the 21 acres would yield another \$210,000. Mass Audubon has committed to contribute the proceeds from the sale of APRs on 57 acres of land it owns adjacent to the MacDowell parcel, a total of \$570,000. The Rural Land Foundation and Mass Audubon will put in \$250,000 of their own funds, and Codman Trust has committed \$25,000 leaving a significant amount, \$1.645 million to be raised in a short period of time. The Board of Selectmen is supportive of this effort and if sufficient private fund raising is achieved, we will support a request of up to \$1 million at Town Meeting for additional public funds to achieve preservation of this important property. Even with the Town contributing \$1 million, a contribution of an additional \$645,000 will be required from private fundraising to preserve a property central to anchoring longstanding conservation efforts not only in Lincoln, but also in Weston and Wayland.

**Public outreach and engagement** is an ever-present challenge. We find that even with our televised meetings (made possible through the efforts and dedication of Jim Cunningham) and good coverage in the newspaper (for which we heartily thank the Lincoln Journal, its editor, Ben Aronson, and his staff), it is often difficult to get the word out. The web site is useful to a point, but with a limited IT staff at town offices it is often difficult to keep up-to-date. In response to citizen requests for better information access and the need for better record keeping and processing capability, an IT planning committee has completed an IT Strategic Plan. We will be seeking Town Meeting approval for funds to begin implementation of what is designed as a five year effort to expand our IT staff and upgrade equipment and software.

We have had good attendance when we focus on topics related to specific groups or neighborhoods. Examples of this were our meetings about the lease extension for Magic Garden and the fate of the MacDowell property.

We always welcome people to the BOS business meeting on Monday night. A portion of that meeting agenda is always set aside for an "**Open Forum**" where citizens are invited to ask a question or to raise an issue for discussion or later inclusion on our agenda.

We have implemented both the reverse 911 public announcement system and the subscription e-mail meeting notification system.

The **Resident Survey** remains an open issue. Discussions over town-wide communication and an appetite utilization of numerous volunteer created citizen surveys have suggested that Lincoln might adopt a practice used in other communities. Many communities have found the use of professional surveys, administered on a regular basis (some towns do this every 5 years) provides

good, impartial feedback on the work of the town, and what might be considered, going forward.

We continue to work toward the goal of increasing Board/ Committee Coordination and engage in a number of activities to that end.

One of the important assignments of each member of the BOS is as liaison to other town boards, committees and commissions. This might mean attending meetings and/or regular communication with the Chairs.

In addition, the BOS has periodically worked with the Planning Board to facilitate cross board communication and coordination among and between the land use permitting agencies. We have made it a practice of inviting other boards to join us at our televised meetings to update the town on their work and to discuss topics of joint interest or of particular town wide interest. This also ensures greater press coverage. We continue to think about other ways to improve communication in ways that are effective while being mindful of all our busy schedules.

The world of **Route 2/Crosby's Corner** is never dull and never certain. We are still on the schedule for a 2011 start but we had hoped that we would be able to report by now that we were at 100% design. We are not. There have been some concerns raised by Concord about water runoff into an area just west of the intersection that already floods on a regular basis. We faithfully attend quarterly meetings at a minimum and can only hope that those who have run along this project for so long will be around when the first shovel goes into the ground. In the meantime the state has taken nine houses and one vacant lot; there will other partial takings in the future.

**Hollingsworth House.** While working in consultation with the Historical Commission and the Conservation Commission, we have developed deed restrictions designed to preserve both structural esthetics of the house and to conserve the land left to the town by Mrs. Florence Hollingsworth, a long time resident and teacher at DeCordova. We are ready to issue a Request for Bids on the house. Pursuant to the intent of the bequest, proceeds from the sale will be dedicated to affordable housing in Lincoln.

**The Groves**, the local senior housing development, encountered some financial hurdles resulting from the meltdown of financial markets that caused a work stoppage. Work is now back on track, and the hope is that the first phase will be completed in June 2010 and ready for the first residents. Once construction is completed the Town will also realize significant additional tax revenues.

We are pleased to observe near completion of the construction at **Lincoln Station** and hope that residents will patronize the much improved Donelan's supermarket, the new post office and all the other businesses in the Mall and the surrounding area. We granted a liquor license along with common victualler's and entertainment licenses to the Madison Restaurant in the spring, but the owners encountered some financial difficulties and gave up their plans to open the restaurant. As a result, the Selectmen withdrew the grant of licenses for Madison's, and in the late fall we held a hearing and approved the licenses for another applicant who hopes to open AKA Bistro in the spring of 2010.

We participated in a subcommittee of the **K-8 School Committee** and the **Magic Garden Board** to develop acceptable provisions for a one-year extension of the lease for Magic Garden, Lincoln's long term and valued day care center. In addition we have developed for the K-8 Committee recommendations for the terms of a long-term lease to begin in the fall of 2011. All parties have made an earnest effort to work out terms that are reasonable for the school/town as well as for Magic Garden.

**School Systems.** Issues have arisen with regard to Lincoln's relationships with its partners at the high school (LSRHS) and with Hanscom Air Force Base (HAFB), which shares our K-8 system.

The Selectmen, Finance Committee and School Committee have participated along with their peers in Sudbury to investigate potential cost savings at Lincoln-Sudbury Regional High School and the Lincoln and Sudbury K-8 systems. The group has investigated potential administrative consolidation, but has not found any such options that promise savings while preserving educational programs. Continuing the search for potential efficiencies, members of the L-S, Lincoln, Sudbury and Wayland school committees and administrations have formed a group called the G-4 that has is assessing ways to share costs and programs. The group has already taken advantage of opportunities to spread costs and has identified several areas that will be pursued for further savings.

Developments at HAFB, particularly relating to housing privatization on the base, have raised questions regarding responsibility for educating the children of the residents of the housing on the base that are not in the military or otherwise employees of the defense department. The Department of Defense (DoD) has no authority to cover these children under its contract with Lincoln's K-8 system, but Lincoln has no ability to tax residents of the housing on the base to pay education-related costs. Non-military children are being admitted to the Lincoln K-8 school system on an interim basis while school and town officials work with DoD and the state to resolve the situation. Since Bedford educates high school-aged children from HAFB, their interests are affected as well, and they are cooperating with Lincoln to find solutions. The legal issues involved are complex and changing, and the potential impacts on Lincoln could be substantial, so this matter will receive considerable attention over the coming year.

**Lincoln Woods** is a major component not only of Lincoln's affordable housing stock, but also of the Lincoln Station area, one of the centers of Lincoln's vitality as a community. Lincoln Woods is facing challenges to its viability that could have profound effects upon the Town. The Selectmen have been working with the Lincoln Woods Board of Directors, the Lincoln Woods Charitable Trust and with the Massachusetts Housing finance agencies and Lincoln Woods residents to assess options for solving the projects long-term fiscal problems while maintaining Lincoln Woods as a vital mixed income community in the center of Lincoln. One of the key elements in the Lincoln Station "puzzle" is the waste treatment facility that serves Lincoln Woods and the Mall at Lincoln Station. Maintaining this facility, now owned by Lincoln Woods, is necessary not only for sustaining Lincoln Woods and commercial activities in the Lincoln Station

area, but it is also critical for preserving important sources of Lincoln's water supply. The Town is currently reviewing options for continuing management and operation of the facility that may be beneficial both to Lincoln Woods and the Town.

As we reported in the State of the Town Report 2009 the **Board of Selectmen's 2010 goals** are as follow:

Short and Long Term Financial Planning – The uncertainties at the state and national level require that we are cautious in our approach to financial planning. A major budget driver will be the need to update town facilities and infrastructure. The Selectmen and the Finance Committee have organized a new committee to look at town-wide needs for large capital improvements, the priorities and the best way to finance them.

Comprehensive Planning Process – We will work with other boards and committees to implement the key recommendations of the Plan.

Roadway Rehabilitation Program – As stated above we will undertake Phase II of the roadway plan in the spring and summer of 2010.

Town Offices Renovation – An analysis of the building needs indicates that town offices need some significant repairs and upgrades. This includes the following: fire code compliance, handicapped accessibility, utility systems upgrades, energy efficiencies, more meeting and storage space. Whether this work is undertaken in the near future is uncertain, but we do want to alert town citizens to these needs.

Regional Participation – We will continue working with existing regional agencies and seek further opportunities to collaborate with stakeholders in our area.

Hanscom & Schools - Town and school officials from Lincoln and Bedford will be working with the DoD and the Commonwealth's Department Education and other administrators to reach a stable, workable solution for addressing the costs of educating students residing on HAFB.

Pierce House Planning – We will continue to work with the Pierce House Committee to assess potential ways to increase revenue without compromising neighborhood character.

Public Outreach/Engagement – We will work to develop and implement the plan for enhanced citizen notification, outreach and communication.

Resident Opinion Survey - We will continue discussions, begun through the CLRP, as to mechanisms required and cost of a regularly administered

professional survey of town opinion. Such a survey would provide a new technique for citizen communication.

Board/Committee Coordination – We will continue current activities and look for new ways to expand cross-board and committee communication.

Route 2/Crosby's Corner. - We will continue to advocate for state funding for acquisition of all rights of way and full funding for project construction. The process is already behind the announced schedule as the 100% plan is still not complete. This project has been on the agenda in Lincoln for about 15 years. We try to keep on top of the detours that delay the process and remain hopeful for a 2011 start. In the meantime accidents continue to occur.

### **In Conclusion**

We are sure that the year to come will be as busy as the last. There are always surprises that will require our attention. We ask that each of you consider how you can participate in the governance of the Town. There are many ways ~ some of limited duration and others more long term. Everyone who is on a town board or committee makes an invaluable contribution to the health of our community and our democracy.

We want to thank our capable and dedicated town staff for the careful and competent work that they do everyday. In particular we appreciate the common sense guidance and advice of Town Administrator **Tim Higgins**. He understands Lincoln and the Board of Selectmen; he takes on the surprises as challenges and he is well respected by his peers in other towns. We also wish to thank **Anita Scheipers**, Assistant Town Administrator, for the support she provides to Tim and for her ability to work with volunteers and staff on a variety of issues. Lastly, we want to thank **Debra Parkhurst**, Administrative Assistant, for keeping track of minutes, finding documents when needed, answering your phone calls, and generally running the selectmen's office.

Finally, the Board of Selectmen joins the town, the state, the nation and the world in mourning the loss of **Senator Ted Kennedy**. He was a true friend of Lincoln. Most recently during the latest Base Closure (BRAC) round, he and his office always made sure that Lincoln had a prominent seat at the table during discussions on the future of Hanscom AFB. He had a reputation for looking out for the interests of "the little people." During BRAC , Lincoln was certainly "the little people" and Senator Kennedy certainly made sure our voices were heard and our concerns addressed.

## OFFICERS AND COMMITTEES

<b>ELECTED</b>	<b>Term Expires</b>
<u>MODERATOR</u> John B. French	2011
<u>TOWN CLERK</u> Susan Brooks	2010
<u>BOARD OF SELECTMEN</u> Sarah Cannon Holden Sara Mattes Gerald Taylor	2010 2012 2011
<u>BOARD OF ASSESSORS</u> Ellen Meadors Edward Morgan John G. Robinson	2011 2012 2010
<u>SCHOOL COMMITTEE</u> Julia R. Dobrow Jennifer Glass Robert Orgel Tom Sander Alvin L. Schmertzler	2010 2011 2011 2010 2012
<u>WATER COMMISSION</u> Despena Billings Andrew Cole Andrew Hall	2011 2012 2010
<u>BOARD OF HEALTH</u> Diane Haessler Frederick L. Mansfield Arnold N. Weinberg	2012 2011 2010
<u>CEMETERY COMMISSION</u> Manley Boyce Susan S. Harding Julie Pugh	2011 2012 2010
<u>LINCOLN-SUDBURY REGIONAL DISTRICT SCHOOL COMMITTEE</u> Mark Collins Radha Gargeya Nancy Marshall (Lincoln Resident) Patricia M. Mostue (Lincoln Resident) John Ryan Berne B. Webb	2012 2010 2012 2011 2010 2011
<u>PLANNING BOARD</u> Dan Boynton (interim appointment) James Craig	2010 2013

Robert Domnitz	2010
Kenneth Hurd	2012
Bryce Wolf	2011
<u>COMMISSIONERS OF TRUST FUNDS</u>	
Donald Collins	2012
Douglas Harding	2010
Peter Hodges	2011
<u>TRUSTEES OF BEMIS FUND</u>	
Susan Conway Pease	2012
Andrew Singer	2011
Gertrude M. Webb	2010
<u>TRUSTEES OF LINCOLN LIBRARY</u>	
Diana Abrashkin (Library Trustees Appointee)	
Jacquelin Apsler (Selectmen Appointee)	2011
Marshall Clemens (School Committee Appointee)	2009
Alfred Kraft (Library Trustees Appointee)	
Peter Sugar (Library Trustees Appointee)	
Susan H. Taylor (Elected)	2010
<u>DECORDOVA MUSEUM AND SCULPTURE PARK TRUSTEES</u>	
Scarlett H. Carey (Elected)	2011
Melinda Webster Loof (Selectmen Appointee)	2011
Melissa S. Meyer (Elected)	2012
Stacy Osur (Elected)	2013
Katherine Hall Page (School Committee Appointee)	2010
Peter Sugar (Library Trustees Appointee)	2012
Blair Trippe (Elected)	2010
<u>HOUSING COMMISSION</u>	
Ragnhild Fredriksen (Elected)	2010
Pamela Gallup (Elected)	2011
George Georges (Selectmen Appointee)	2010
Constance Lewis (Elected)	2012
Phyllis Mutschler (State Appointee)	2013
<u>RECREATION COMMITTEE</u>	
Susan Collins (Elected)	2010
Noah Eckhouse (Selectmen Appointee)	2010
Chris Fasciano (Selectmen Appointee)	2012
Edward A. Julian (Elected)	2012
Ingrid Neri (Elected)	2011
Jane Tatlock (Selectmen Appointee)	2011

**APPOINTED BY THE BOARD OF SELECTMEN**

TOWN ADMINISTRATOR

Timothy Higgins

ASSISTANT TOWN ADMINISTRATOR

Anita Scheipers

ACCOUNTANT/FINANCE DIRECTOR

Colleen Wilkins

TREASURER/COLLECTOR

Mary Day

2010

TOWN COUNSEL

Joel Bard

SUPERINTENDENT OF PUBLIC WORKS

Christian Bibbo

SUPERINTENDENT OF WATER DEPARTMENT

Gregory Woods

FIRE CHIEF

Arthur Cotoni

CHIEF OF POLICE

Kevin Mooney

POLICE LIEUTENANT

Kevin Kennedy

POLICE SERGEANT

Sean Kennedy

Richard McCarty

Paul Westlund

POLICE DETECTIVE

Jon Wentworth

POLICE OFFICERS

William Carlo

Robert Gallo

Thomas Moran

David Regan

Ian Spencer

Laura Stewart

Robert Surette

CONSTABLES

Barbara Hartnett

2010

Robert Paul Millian

2010

Kevin Mooney

2010

DOG OFFICER  
Leslie Boardman

SEALER OF WEIGHTS & MEASURES  
Courtney Atkinson

BUILDING INSPECTOR  
Earl Midgley

WIRING INSPECTOR  
Robert Norton

PLUMBING INSPECTOR  
Russell Dixon

EMERGENCY MANAGEMENT  
Thomas Moran

HAZARDOUS WASTE COORDINATOR  
Elaine Carroll

VETERANS' SERVICES OFFICER  
Priscilla Leach 2010

MINUTEMAN HOME CARE  
Robert Sutherland (Council on Aging) 2010

TREE WARDEN  
Kenneth Bassett 2010

TOWN HISTORIAN  
Margaret Martin 2010

REGISTRARS OF VOTERS  
Susan Brooks, Ex Officio (Town Clerk)  
Peggy Elliott acting  
Marshall Sandock acting  
Jacquelyn Snelling acting

CONSERVATION COMMISSION  
James Henderson 2010  
Joyce Hersh 2011  
Benjamin Horne 2012  
Ari Kurtz 2012  
Sara Lewis 2011  
James Meadors 2010  
Peter Von Mertens 2010

ZONING BOARD OF APPEALS  
Steve Daigle 2014  
Joel Freedman 2011  
John Kimball 2013  
Jefferson MacKlin 2012  
Margaret Olson, Associate 2011

Dwight Quayle	2010
Megan Stride, Associate	2012
David Summer, Associate	2011
<u>COUNCIL ON AGING</u>	
Margaret Boyer	2011
Florence Caras	2012
John Caswell	2011
Robert Curtiss	2010
Benjamin Horne	2011
Valerie Lee	2012
Don Milan	2012
Julie Pugh	2011
Mary Sheldon	2012
Robert Sutherland	2010
Dorothy Taylor	2010
Barbara Terrano	2010
<u>DISABILITIES COMMISSION</u>	
Deborah Dorsey	2010
Adeline Naiman	2011
John Ritz	2012
Ruth Rothstein	2012
Anita Scheipers, Ex Officio (Assistant Town Administrator)	
Jim Spindler	2010
Robert Stuart-Vail	2012
<u>LINCOLN HISTORICAL COMMISSION</u>	
Lucretia Giese	2010
Andrew Glass, Alternate	2012
Kerry Glass	2011
Henry Hoover, Jr., Alternate	2012
Andrew Ory	2010
Colin Smith	2012
Ruth Wales	2011
Laurence Zeulke, Alternate	2012
<u>HISTORIC DISTRICT COMMISSION</u>	
James Craig (Planning Board)	2012
Lucretia Giese (Architect)	2011
Kerry Glass (Historical Society)	2011
Andrew Glass, Alternate	2012
Kenneth Hurd (Planning Board)	2010
John MacLean, Alternate	2011
Andrew Ory (Real Estate Agent)	2010
Colin Smith (Historic District Resident)	2012
Ruth Wales	2010
<u>LINCOLN CULTURAL COUNCIL</u>	
Melinda Abraham	2011
Sarah Bishop	2011

Amy Goodwin	2010
Jay Hersh	2010
Barbara Low	2010
Joanie Schaffner	2011
Susan Welsh	2011

PIERCE HOUSE PROPERTY COMMITTEE

Judy Gross	2012
Jean Horne	2010
Lucia MacMahon	2011
Max Mason	2011
Walter Salmon	2012

EMERGENCY ASSISTANCE FUND COMMITTEE

Carolyn Bottum, Ex Officio (COA Director)  
 Manley Boyce (Grange)  
 Margaret Connolly (St. Joseph's Church)  
 Julie Pugh (First Parish Church)  
 Nancy Ritchie (St. Anne's Church)  
 Mary Sheldon (Council on Aging)

GREEN ENERGY TECHNOLOGY COMMITTEE

Timothy Higgins, Ex Officio (Town Administrator)  
 Ed Kern  
 Sam Newell  
 John Snell

CABLE ADVISORY COMMITTEE

James Cunningham	2010
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TRAFFIC COMMITTEE (AD HOC)

Kenneth Bassett  
 John Caswell  
 William Constable  
 Jason Felsch  
 Beth Ries  
 Richard Wiggin

PUBLIC HEALTH NURSE STUDY COMMITTEE

Arthur Cotoni, Ex Officio (Fire Chief)  
 Diane Haessler (Board of Health)  
 Joanna Hopkins  
 Robert Loud (Disabilities Commission)  
 Tricia McGean  
 Phyllis Mutschler  
 Maureen Richichi (Lincoln Schools)  
 Beth Ries (Friends of the Council on Aging)  
 Peggy Schmertzler  
 Mary Sheldon (Council on Aging)

<u>AGRICULTURAL COMMISSION</u>	
Nancy Bergen	2010
Lynn Bower	2011
Kit Carmody	2012
Jay Harrison	2010
Jen James	2011
Kip Kumler	2011
Ari Kurtz	2012
Margaret Marsh	2011
Ellen Raja	2010
Christy Foote Smith	2012
Beth Taylor	2010
<u>HANSCOM FIELD ADVISORY COMMISSION (HFAC)</u>	
Sara Mattes	2012
<u>HANSCOM AREA TOWNS STUDY COMMITTEE (HATS)</u>	
Sara Mattes (Board of Selectmen)	2010
<u>MBTA ADVISORY BOARD</u>	
Caroline Connor	2010
<u>METROPOLITAN AREA PLANNING COUNCIL (MAPC)</u>	
William Constable	2011
<u>SUASCO WILD AND SCENIC RIVER STEWARDSHIP COUNCIL</u>	
James Henderson, Alternate	2011
James Meadors	2011
<u>AFFORDABLE HOUSING TRUST</u>	
Pamela Gallup (Housing Commission)	2011
Betty-Jane Scheff (Board of Selectmen)	2011
Ellen Shorb (Finance Committee)	2011
Gerald Taylor	2011
Peter Von Mertens (Lincoln Foundation)	2011
 <b>APPOINTED BY THE TOWN CLERK</b>	
<u>ASSISTANT TOWN CLERK</u>	
Patricia Arseneault	
<u>ASSISTANT TOWN CLERK FOR THE TOWN ARCHIVES</u>	
Barbara Myles	

**APPOINTED BY THE BOARD OF HEALTH**

BURIAL AGENT

Susan Brooks 2009

INSPECTOR OF ANIMALS

Leslie Boardman 2010

**APPOINTED BY THE MODERATOR**

PERSONNEL BOARD

Walter Jabs 2012

Beth Ries 2011

Graham Walker 2010

FINANCE COMMITTEE

Peter Braun 2011

Karl Geiger 2010

Sanj Kharbanda 2012

John Koenig 2011

Laura Sander 2011

Ellen Shorb 2010

Robert Steinbrook 2012

CAPITAL PLANNING COMMITTEE

Jacquelin Apsler (Library Trustee)

Andrew Beard

James Henderson (Conservation Commission)

Sandra Lee Hessler (School Committee)

Robert Jevon

Patrick Phillips (Finance Committee)

Anita Scheipers, Ex Officio (Assistant Town Administrator)

Gerald Taylor (Board of Selectmen)

MINUTEMAN CAREER & TECHNICAL HIGH SCHOOL

Kemon Taschioglou 2010

**APPOINTED BY VARIOUS BOARDS AND COMMITTEES**

COMMUNITY PRESERVATION COMMITTEE

Peter Braun (Selectmen Appointee/ Finance Committee) 2012

Susan Collins (Recreation Committee Appointee) 2012

Craig Donaldson (Selectmen Appointee) 2012

Ragnhild Fredriksen (Housing Commission Appointee) 2010

Lucretia Giese (Historical Commission Appointee) 2011

William Stason (Selectmen Appointee) 2010

John Valpey (Selectmen Appointee) 2010

Peter Von Mertens (Conservation Commission Appointee) 2011

Bryce Wolf (Planning Board Appointee) 2011

SCHOLARSHIP FUND COMMITTEE

Sarah Bishop (Moderator Appointee)	2009
Nancy Marshall (Selectmen Appointee)	2010
Margaret Ramsey McCluskey (School Committee Appointee)	2011

AT RISK PROPERTIES COMMITTEE

Paul Giese (Finance Committee Appointee)  
Thomas Gumbart, Ex Officio (Conservation Director)  
Timothy Higgins, Ex Officio (Town Administrator)  
Kenneth Hurd (Planning Board Appointee)  
John Koenig (Community Preservation Committee Appointee)  
Frederick L. Mansfield (Board of Health Appointee)  
Geoff McGean (Rural Land Foundation Appointee)  
Edward Morgan (Board of Assessors Appointee)  
Betty-Jane Scheff (Housing Commission Appointee)  
Gerald Taylor (Selectmen Appointee)  
Peter Von Mertens (Conservation Commission Appointee)  
Mark Whitehead, Ex Officio (Town Planner)  
Bryce Wolf (Planning Board Appointee)

## OFFICE OF THE TOWN CLERK

Susan F. Brooks, Town Clerk  
Patricia Arseneault, Assistant Town Clerk

The Town Clerk's Office (or TCO), as the Comprehensive Long Range Plan observes, is the portal for information about town government affairs for both residents and other officials. The Office serves as the "real time" historian of certain milestone private events (vital records) and municipal actions (Town Meeting appropriations, by-laws, land use decisions), and creates and maintains a myriad of other official records. In fact, many of the records created by the TCO are what historians regard as "primary source" materials.

### PUBLIC RECORDS

Under Massachusetts law, the TCO is responsible for ensuring that the town's system for creating, preserving, and providing access to all (not just TCO's) public records is in good working order. This past year's efforts in this direction have included:

- Our on-going collaboration with the public Library to manage a unified **Town Archives**, integrating the town's historic cultural, private and public documents into a single inventoried collection, housed at both Town Hall and the re-furbished Library vault;
- Collaborating with the IT Director and Town Administrator's offices in the development of an IT Strategic Plan;
- Continuing, with IT Director Chuck Miller and Assistant Town Administrator Anita Scheipers, a series of **staff workshops**, identifying existing and best practices concerning the management of public records in each department and focusing on the challenges of moving from a mostly paper to a mostly electronic records management system; and
- Upgrading the Town Hall vault, with the support of the Town Administrator's office, to make it a clean, safe, orderly space for those public records deemed of permanent value.

### ELECTION ADMINISTRATION

The TCO is also charged under state and federal law with responsibility for the administration of both our local and state elections. With enactment of the "motor voter" law in the mid-90s, the Commonwealth has moved to consolidate all voter registration information into a single secure statewide database known as the Voter Registration Information System or VRIS. Voter activity is recorded and updated in VRIS year-round by local election officials.

With passage of the Help America Vote Act in 2002, Massachusetts residents (even unregistered ones) are now guaranteed the right to vote absentee in any one of four different ways in any state election; overseas voters are given particular protection under the Uniformed and Overseas Citizens Absentee

Voting Act (UOCAVA). The presence of Hanscom AFB and the relatively high incidence of students and residents living abroad means that high turnout elections can generate an inordinate number of **Absentee Voters** (AVs) in Lincoln, as was the case in the 2008 Presidential (550+ AVs) election. Compliance with UOCAVA is rigorously enforced.

The TCO is likewise responsible for the conduct of local elections, administering the oath to and tracking terms of all local officials, and ensuring and tracking compliance with Massachusetts **Campaign Finance, Open Meeting, and Conflict of Interest** law. Significant revisions to the Conflict law became effective in September, 2009; additional revisions to Campaign Finance and Open Meeting law will go into effect next July 1. Twenty-five pieces of election legislation are currently pending at the State House; two of them call for random audits of all state elections.

Justly proud of the town's still hearty **volunteer election workforce**, we need nonetheless to continually refine our election practices to accord with this growing and increasingly complex body of election law. Toward that end we have continued with the following initiatives:

- election worker **scheduling** is now managed electronically;
- bi-annual **Induction events**, featuring in-person briefings on Open Meeting, Public Records and Conflict law for new officials;
- regular recruitment and training of **Deputy Wardens**; and
- ongoing development, with the indefatigable Ellen Meadors, of an **OathMaster** database and program to track the terms and conditions of 200+ public offices in town government.

Preparation and follow-up to each state election generally commands from 6-8 weeks of the TCO's attention. A Special State Primary election to fill the US Senate seat formerly held by Ted Kennedy was conducted on December 8, 2009; the Special Election itself will occur on January 19, 2010.

The TCO is obliged by statute and local by-law to keep, and does keep, many other balls in the air, not the least of which is its work with the Cemetery Commission and DPW in administering Lincoln's four cemeteries. But the TCO's core functions in Public Records management and Election Administration are those most urgently in need of additional resources. And one last word on resources, to wit:

The Comprehensive Long Range Plan, adopted at the October Special Town Meeting, confirms a great appetite by residents for more, better, faster communication with and among town officials about town business. The Information Technology initiative presents a unique opportunity to advance that yearning for greater openness and participation. But as the town contemplates a long deferred investment in its Information Technology, a corresponding

investment in the human resources needed to create content for that information system is crucial to its success.

If the town's intent is to provide better information, not just more technology, attention will also have to be paid to those "content creators." We will need, in other words, to balance our Information Expectations with the staff resources necessary to meet them. This will mean assessing and, where necessary, enhancing the capacity of those departments charged with creating and maintaining certain types of information. It will mean providing adequate staff support. And it will mean that we will need to continue to pay close attention to our Public Records obligations as we transition from a paper based to a more robust electronic records management system.

### **VITAL STATISTICS**

As recommended by the Massachusetts Registry of Vital Records and Statistics, Lincoln birth, death and marriage records for 2009 will remain nameless. There were a total of forty-six births, down from eighty-seven the year before, with Hanscom babies outnumbering Lincoln babies, 27 to 19, and boy babies outnumbering girl babies, 25 to 21. Twenty-two couples, including eight indigenous ones, were granted Lincoln marriage licenses this year; three of them were united in matrimony by lay individuals of their choosing, certified to serve as "one day solemnizers." And of the twenty-five Lincoln residents lost to death this year, the eldest had achieved a full century (plus one month!) of living. Information that is public record may be obtained in the Town Clerk's Office.

**ANNUAL TOWN MEETING**  
**Saturday, March 28, 2009**

Pursuant to a Warrant duly served, the Meeting was called to order in the Donaldson Auditorium by the Moderator, Mr. John B. French, at 9:45 a.m. The Return of Service for the Warrant was read, and a quorum being present (417 voters throughout the day), the following business was transacted.

The Moderator opened the meeting with a review of the general procedure to be followed, with thanks to the schools, and to the Girl Scouts for their services. He called attention to ARTICLE 1 of the Warrant (Election of Officers and a Capital Outlay Exclusion question, which he noted was to be discussed under Article 18), which will be acted upon on Monday, March 30, 2009, at the Smith School Gym, with the polls open from 7:30 a.m. until 8:00 p.m.

ARTICLE 2 Proposed by the Selectmen  
VOTED: (Unanimously)  
That BJ Scheff and Rob Loud be elected Fence Viewers, and that John Snell and Eric Harris be elected Measurers of Wood and Bark, for the ensuing year.

ARTICLE 3 Proposed by the Selectmen  
The Selectmen ask the Meeting to observe a moment of silence in memory of Aulikki Olsen, for her long and careful tending of the Five Corners flower pot, and of Hamilton James, for his thoughtful, dedicated service on the Finance Committee.  
VOTED: (Unanimously)  
That the reports of the Town Officers, Committees, Commissioners and Trustees, as printed in the annual Town Report, be accepted.

ARTICLE 4 Proposed by the Selectmen  
Having arrived at the first of the Articles on the Consent Calendar, a Motion was made and seconded, as provided under Article II, Section 13 of the General Bylaws, to adopt the motions listed under the Articles on the Consent Calendar, with the exception of Articles 8, 10 and 23, which were held out for later consideration. Articles 4, 5, 6, 9, 12, 13, 14, 15, 17, 21, 22, 24, 25 and 26 remained on the Consent Calendar. The motion was passed unanimously.  
VOTED: (Unanimously, on the Consent Calendar)  
That the Town set the salaries of the elected officials of the Town at the following amounts for the fiscal year beginning July 1, 2009:

Board of Selectmen Chair	\$200.00
Board of Selectmen (Other members, each)	\$100.00
Town Clerk	\$71,674.71
Assessors (Chair)	\$200.00

Assessors (Other members, each)	\$175.00
Water Commissioners (Each)	\$75.00

ARTICLE 5 Proposed by the Board of Assessors  
VOTED: (Unanimously, on the Consent Calendar)  
That the Town accept Chapter 73, Section 4 of the Acts of 1986 as amended by Chapter 126 of the Acts of 1988, for the purpose of increasing the real estate tax exemptions by 100 percent to all persons who qualify for property tax exemptions under Clauses 17, 17C, 17C1/2, 17D, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B and 41C under Chapter 59, Section 5 of the Massachusetts General Laws.

ARTICLE 6 Proposed by the Board of Selectmen  
VOTED: (Unanimously, on the Consent Calendar)  
That the Town raise and appropriate the sum \$19,980 by taxation to fund the Town's Senior Tax Work-off Program, established pursuant to Massachusetts General Laws, Chapter 59, Section 5K, and by vote of the Town under Article 6 of the 2003 Annual Town Meeting.

ARTICLE 7 Proposed by the Finance Committee  
Finance Committee Chair Robert Steinbrook presented an overview of the proposed FY09 operating budget. Selectman Gary Taylor then detailed the Town Operating portion of the budget; School Committee Chair Julie Dobrow presented the K-8 budget; Lincoln Sudbury Regional District School Committee Chair Patty Mostue, followed by Finance Director Judy Belliveau, presented the L-S budget; and Kemon Taschioglou introduced the new Superintendent of Minuteman Regional High School, Dr. Ed Bouquillon, who reviewed the Minuteman budget.

Budget Items 1591 (Housing Commission), and 1914 (Health Insurance) were held out for separate consideration; following action on the main motion each item was subsequently unanimously approved, after questions and discussion by the citizens holding out the item.

VOTED: (Unanimously)  
That the Town adopt as the FY10 budget appropriations the recommendations listed in the report of the Finance Committee, printed on 32 – 38 inclusive, of the Financial Section and Warrant for the 2009 Annual Town Meeting, as summarized below:

	ACTUAL EXPENDITURES FY08	CURRENT BUDGET FY09	PROPOSED BUDGET FY10
<b>APPROPRIATION SUMMARY -</b>			
GENERAL GOVERNMENT	1,904,080.09	2,231,183.00	2,285,093.00
PUBLIC SAFETY	2,924,643.40	3,072,120.00	3,162,443.00
EDUCATION	11,727,920.07	12,656,560.00	12,939,069.00
PUBLIC WORKS & FACILITIES	1,335,788.01	1,266,180.00	1,297,988.00
HUMAN SERVICES	159,356.91	186,271.00	190,442.00
CULTURE & RECREATION	1,182,036.02	1,300,281.72	1,341,588.00
DEBT SERVICE	1,256,725.50	1,282,470.00	448,012.50
UNCLASSIFIED	4,126,413.40	5,164,744.30	5,447,993.86
WATER DEPARTMENT	889,295.67	981,447.00	1,041,401.00
<b>TOTAL - ARTICLE 7</b>	<u>25,506,259.07</u>	<u>28,141,257.02</u>	<u>28,154,030.36</u>

And that all items be raised by taxation except to the following extent:

- Dept. 1491            **Cemetery Department – Expenses** - \$6,700.00 to be taken from Cemetery Perpetual Care Trust Fund Income – Expendable Trust.
- Dept. 1171            **Conservation Commission – Personnel Services** - \$3,000.00 to be taken from Wetlands Protection Fees Receipts Reserved for Appropriation.
- Dept. 1290            **Town Offices – Personnel Services** - \$71,000.00 to be taken from the Hanscom Fund.
- Dept. 1290            **Town Offices – Personnel Services** - \$60,000.00 to be taken from Water Revenue.
- Dept. 61451           **Water Department**
- **Personnel Services** - \$390,801.00 to be taken from Water Revenue;
  - **Expenses** - \$416,600 to be taken from Water Revenue.
  - **Debt Service** - \$189,000 to be taken from Water Revenue.
- Dept. 614513           **Water Department - Emergency Reserve** – \$45,000.00 to be taken from Water Surplus/Retained Earnings.

ARTICLE 8 Proposed by the Board of Selectmen  
VOTED: (By majority voice vote)  
That the Town raise and appropriate the sum of \$55,000 by taxation to purchase a wood chipper for the Highway Department.

ARTICLE 9 Proposed by the Board of Selectmen  
VOTED: (Unanimously, on the Consent Calendar)  
That the Town raise and appropriate the sum of \$40,000 by taxation to purchase firefighter bunker gear.

ARTICLE 10 Proposed by the Board of Selectmen  
An amendment from the floor to add the phrase “and, if possible under Massachusetts law, that the two cruisers be hybrid powered,” was defeated. A second amendment from the floor, to add “and that the Police Department try to have one of the replacement cruisers be hybrid powered, “ was declared by the Moderator defeated by a majority following a standing vote.  
VOTED: (By majority voice vote)  
That the Town raise and appropriate the sum of \$60,000 by taxation to purchase two replacement cruisers and related equipment for the Lincoln Police Department, and to authorize the disposal by sale or otherwise of excess vehicles and equipment.

ARTICLE 11 Proposed by the Board of Selectmen  
VOTED: (Unanimously)  
That the Town transfer from free cash the sum of \$30,000 to purchase information technology strategic planning services.

ARTICLE 12 Proposed by the Board of Selectmen  
VOTED: (Unanimously, on the Consent Calendar)  
That the Town raise and appropriate the sum of \$3,500 by taxation to purchase and install computer “Scan-to-PC” software, or similar scanning software, for Town departments including any related software, licenses, training, maintenance and all costs incidental and related thereto.

ARTICLE 13 Proposed by the Board of Selectmen  
VOTED: (Unanimously, on the Consent Calendar)  
That the Town raise and appropriate the sum of \$20,000 by taxation to purchase and install new computer equipment for various Town departments, including hardware, software, licenses, training, maintenance and all costs incidental and related thereto.

ARTICLE 14 Proposed by the School Committee  
VOTED: (Unanimously, on the Consent Calendar)

That the Town raise and appropriate the sum of \$110,000 by taxation to fund year three of a three year lease for computer technology for the Lincoln schools.

ARTICLE 15 Proposed by the School Committee  
VOTED: (Unanimously, on the Consent Calendar)  
That the Town raise and appropriate the sum of \$16,500 by taxation to purchase and install a replacement AC compressor for the Lincoln School campus, including all costs incidental and related thereto.

ARTICLE 16 Proposed by the School Committee  
VOTED: (Unanimously)  
That the Town raise and appropriate the sum of \$95,750 by taxation, to fund necessary asbestos abatement at the Brooks School, including all costs incidental and related thereto.

ARTICLE 17 Proposed by the School Committee  
VOTED: (Unanimously, on the Consent Calendar)  
That the Town raise and appropriate the sum of \$21,000 by taxation to purchase architectural and or engineering services to design necessary curtain wall replacements at the Hartwell building on the Lincoln School campus; including all costs incidental and related thereto.

ARTICLE 18 Proposed by the School Committee  
The Moderator recognized the Town Administrator who explained that while the higher dollar figure which appears in the companion Capital Outlay Exclusion ballot question sets a ceiling on the amount, it is the Town Meeting vote that will be controlling.  
VOTED: (Unanimously)  
That the Town raise and appropriate the sum of \$190,000 by taxation for the purpose of replacing the Reed Field House Roof at the Lincoln School campus, including all costs incidental and related thereto; provided, however, that the vote taken hereunder shall be expressly contingent upon approval by the voters of a "capital outlay exclusion" ballot question in accordance with the provisions of G.L. c.59, §21C (i½), Proposition 2 ½, so called, authorizing the Town to assess taxes for such purpose for one year in excess of the levy limit imposed by Proposition 2 ½.

ARTICLE 19 Proposed by the Board of Selectmen  
VOTED: (By majority voice vote)  
That the Town hear a report from the Board of Selectmen regarding the proposed renovation and expansion project for the Town Offices building.

ARTICLE 20 Proposed by the Finance Committee

At the behest of Finance Committee Chair Robert Steinbrook, Finance Director Colleen Wilkins is recognized by the Moderator and notes that the motion below authorizes an initial payment into the Fund created by last year's Town Meeting to meet the Town's obligations under the so-called GASB standards.

VOTED: (Unanimously)

That the Town raise and appropriate the sum of \$100,000 by taxation to fund the Group Insurance Liability Fund established by Chapter 474 of the Acts of 2008, which Fund will allow the Town to meet the so-called other post employment benefits funding obligations established by the Statements 43 and 45 of the Governmental Accounting Standards Board.

ARTICLE 21 Proposed by the School Committee

VOTED: (Unanimously, on the Consent Calendar)

That the Town transfer from free cash a sum of \$53,000, which is equal to the state reimbursement amounts for Special Education Medicaid expenses to supplement the FY10 Lincoln School operating budget.

ARTICLE 22 Proposed by the Board of Selectmen

VOTED: (Unanimously, on the Consent Calendar)

That the Town accept and expend such sum or sums of money that may be available under the provisions of Massachusetts General Laws, Chapter 90, Section 34, Clause 2(a) or other state roadway reimbursement programs and to authorize the Board of Selectmen to enter into a contract with the Commonwealth of Massachusetts, Massachusetts Highway Department and to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow in anticipation of 100% reimbursement of said amounts if determined.

ARTICLE 23 Proposed by the Board of Selectmen

VOTED: (Unanimously)

That the Town raise and appropriate the sum of \$83,000 by taxation to be used for the repair and maintenance of certain Town buildings.

The Meeting adjourned for lunch at 1:00, and reconvened at 1:55.

ARTICLE 24 Proposed by the Library Trustees

VOTED: (Unanimously, on the Consent Calendar)

That the Town raise and appropriate the sum of \$27,000 by taxation to be used for the repair and maintenance of the Lincoln Library.

ARTICLE 25 Proposed by the School Committee

VOTED: (Unanimously, on the Consent Calendar)

That the Town raise and appropriate the sum of \$94,000 by taxation for door repairs at the Hartwell School, and for the repair and rehabilitation of classrooms at the Lincoln School campus.

ARTICLE 26 Proposed by the Board of Selectmen  
VOTED: (Unanimously, on the Consent Calendar)  
That the Town raise and appropriate the sum of \$30,000 by taxation for the repair and maintenance of various secondary town roads.

ARTICLE 27 Proposed by the Board of Selectmen  
For their generosity in volunteering an easement across their property to provide emergency egress from the schools to Sandy Pond Road, the Selectmen moved as follows:  
VOTED: (Unanimously)  
That the Town act on a recommendation from the Board of Selectmen and Finance Committee and present the annual Bright Light Award to Jane and William Rizzo, and appropriate \$500 to support the award.

ARTICLE 28 Proposed by the Finance Committee  
VOTED: (Approved by two-thirds standing vote as declared by the Moderator)  
That the Town establish a special purpose Stabilization Fund in accordance with Massachusetts General Laws, Chapter 40, Section 5B for the purpose of supporting the high school education of Lincoln's public high school students, and any other lawful purpose associated therewith, including but not limited to support of operations, capital expenses, assessments, materials, instruction, transportation, activities, regionalization and other related uses; and, as funding for those purposes, and to transfer a sum of money equal to the excess, if any, of the amount appropriated under Article 7 for the Lincoln Sudbury Regional High School that is over and above the final Lincoln assessment for the High School for FY10.

ARTICLE 29 Proposed by the Finance Committee  
VOTED: (Unanimously)  
That the Town transfer from free cash the sum of \$ 2,087,647.00 to reduce the total amount to be raised by taxation pursuant to the votes previously taken under Article 7 of this Warrant; or any other article of this Warrant authorizing the appropriation of funds.

ARTICLE 30 Proposed by the Water Commissioners  
VOTED: (Unanimously)  
That the Town transfer from Water Enterprise Retained Earnings the sum of \$140,000 for filtration and computer upgrades at the water

micro-filtration plant, for computer installation at the water pump station, and for other associated improvements.

ARTICLE 31 Proposed by the Planning Board

Following a presentation by Long Range Planning Committee Chair Ken Hurd, it was

VOTED: (Unanimously)

That the Town hear the report of the Comprehensive Long Range Planning Committee regarding the status of the planning project.

ARTICLE 32 Proposed by Citizen Petition

The Moderator announces that this and the following article will be considered together, but will be separately moved and voted; he notes that some proponents may not be registered voters, but that in the spirit of full debate he will permit any resident to address the meeting. A prolonged discussion followed, featuring: Petition proponents Neil Feinberg, Paul Edwards and Walter Martin, inter alia; opponents Ellen Meyer Shorb of the Housing Trust and Finance Committee, Pam Gallup of the Housing Commission, and State Senator Susan Fargo, inter alia; and a brief overview of anti-discrimination and Fair Housing law by Town Counsel Joel Bard, abetted by others. A motion to cut off debate was carried by better than the required two-thirds standing vote as declared by the Moderator.

VOTED: (Defeated, by standing majority as declared by the Moderator)

That the Town agree that the Moderator shall appoint an *ad hoc* committee to study town-supported group homes in Lincoln. This seven-person committee of residents shall be comprised of a majority of representatives of multiple neighborhoods in Lincoln who are not current members of any of the housing-related town commissions, committees, trusts or boards.

The committee shall lead a planning and consultation process in order to determine the most appropriate means to proceed with achieving the Town's affordable housing goals through the use of group homes, specifically including study and analysis of public funding of the acquisition of properties for group homes.

The committee will report to the selectmen within six months and to Town Meeting in 2010 on: 1) the comparative impact on the Town and its neighborhoods of group homes (as compared to other town-supported affordable housing alternatives), 2) the appropriate fit for group housing within the Town's long-term housing plan, and 3) ways to involve potentially impacted neighborhoods in the decision-making process before Town funds are committed for group homes. The *ad hoc* committee shall be charged with ensuring an open and visible public dialogue focused on this set of issues. There will be a moratorium in effect on Town spending (i.e. financial or other support) for group homes

until after Town Meeting 2010, unless a specific spending proposal on a group home (including location, deal structure, and town investment) is approved at a Town Meeting or by town ballot prior to such time. Town Meeting will vote in 2010 on whether to renew the moratorium for another year.

ARTICLE 33 Proposed by Citizen Petition

VOTED: (Defeated)

That the Town agree that Town funds, including funds controlled by the Affordable Housing Trust or other similar public entities, whether from Community Preservation Act revenues or from any other source, will only be used to establish or maintain a group home in Lincoln, where the Town will own the property. To ensure protection of Town interests, there shall be a planning and public consultation process during which period the Town shall determine the most appropriate means to proceed with public funding of group homes. This process shall include identification of the requirements for legal protection, insurance, due diligence, and public communications. Before committing public funds or making other financial obligations relating to any group home, the Town will hold appropriate open meetings for review and presentation of the results of the planning and consultation process. The planning, consultation and review process will take not less than sixty days.

ARTICLE 34 Proposed by the Community Preservation Committee

Following a presentation by Community Preservation Committee Chair John Koenig, a motion to amend the appropriation amount under section E, from \$553,500.00 to \$100,000.00, was defeated by a majority voice vote.

VOTED: (Unanimously)

That the town hear a report from the Community Preservation Committee and that the following amounts (items A – N) be appropriated or reserved from Fiscal Year 2010 Community Preservation Fund Revenues, or transferred from prior year's revenues for Community Preservation purposes:

	<b>Project</b>	<b>Total Appropriation</b>	<b>Source of Appropriation</b>
<b>Appropriations:</b>			
A	To fund for historic resources purposes the preservation, restoration and rehabilitation of the Pierce Park culvert and Pond #2, such expenditures to be made within three years of Town Meeting in order to be eligible for this funding.	\$50,000.00	\$50,000 from CPA FY10 Projected Revenue
B	To fund for historic resources purposes the restoration and rehabilitation of Barn A at Codman Community Farm, such expenditures to be made within three years of Town Meeting in order to be eligible for this funding.	\$112,000.00	\$112,000 from CPA FY10 Projected Revenue
C	To fund for historic resources purposes an inventory of historic houses constructed between 1900 and 1930, such expenditures to be made within three years of Town Meeting in order to be eligible for this funding.	\$8,250.00	\$8,250 from General CPA Fund Balance
D	To fund for historic resources purposes the restoration, and preservation of the Eleazer Brooks scrapbook, such expenditures to be made within three years of Town Meeting in order to be eligible for this funding.	\$6,925.00	\$6,925 from General CPA Fund Balance
E	To appropriate funds for community housing purposes to the town's Affordable Housing Trust fund to be used for affordable housing pursuant to a grant agreement between the Community Preservation Committee and the trustees of the Affordable Housing Trust Fund.	\$553,500.00	\$454,500 from General CPA Fund Balance \$99,000 from CPA Housing Reserves
F	To fund for historic resources purposes the replacement of the roof on Bemis Hall, such expenditures to be made within three years of Town Meeting in order to be eligible for this funding.	\$150,000.00	\$150,000 from CPA FY10 Projected Revenues
G	To fund for historic resources purposes the restoration of the stone foundation wall in the Pierce House, such expenditures to be made within three years of Town Meeting in order to be eligible for this funding.	\$12,000	\$12,000 from CPA FY10 Projected Revenues
H	To fund for open space purposes a program of the Conservation Commission to manage invasive plants and species on town conservation land.	\$20,300.00	\$20,300 from CPA Open Space Reserves
I	To fund CPC administrative expenses.	\$3,000.00	\$3,000 From CPA FY 10 Projected Revenues
J	To fund FY10 debt service payments due on second year permanent borrowing for previously voted CPA projects.	\$133,987.50	\$133,987.50 From CPA FY10 Projected Revenues
<b>Project Appropriation Subtotal</b>		<b>\$1,049,962.50</b>	
K	Housing Reserve	\$75,647.00	\$75,647 from CPA FY10 projected revenues
L	Open Space/Land Acquisition Reserve	\$75,647.00	\$75,647 from CPA FY10 projected revenues
M	Historic Preservation Reserve	0.00	
N	Recreation Reserve	0.00	
<b>Reserves Subtotal</b>		<b>\$151,294.00</b>	
<b>Total</b>		<b>\$1,201,256.50</b>	

### Article 34 Explanation:

This article proposes projects recommended by the Community Preservation Committee under Lincoln's Community Preservation Act (CPA) passed at the March, 2002 Annual Town Meeting and the November, 2002 Election. The descriptions of the proposed projects/actions are contained below:

**A. Pierce Park - Restoration and Preservation of Historic Landscape -**

Pierce Park is a town-owned resource that serves residents and visitors to Lincoln. The ponds are an integral part of the historic landscape. Currently the pond within the driveway circle is filled in with plants and sediment, the headwalls of the culvert connecting the two ponds are collapsing, and the culvert connecting the ponds is itself no longer functional. Restoration work will help preserve the historic integrity of the landscape at the Pierce Property, protect water quality, and eliminate the serious flooding problem that currently takes place during high water periods in the spring. This issue has been discussed at Conservation Commission public meetings and there is a consensus that this project should move forward.

**B. Codman Community Farm -**

The Codman Farm Barn A was built in the mid-1700's as part of the original Codman Estate. Barn A is architecturally significant, being one of the earliest examples of traditional barn architecture. The barn is a visual reminder of Lincoln's agricultural heritage, and is actively used by CCF in educating community members about agriculture and farming. The foundation is crumbling and the sills above it are rotting. The joists need replacement and trim and siding needs repair. Due to the historic nature of the building, renovations will need to be in accordance with the state regulations governing historic structures. Three studies of the barn have concluded that the need for repairs is urgent. The repairs contemplated as part of this project constitute preservation, restoration and rehabilitation of an historic resource.

**C. Historic Commission Inventory -**

Inventories of the Town's historic houses provide valuable information to the State for planning purposes; so, too, for the Lincoln Historical Commission, whose mission is to increase awareness and preservation of Lincoln's historical assets in the form of its historical structures. Inventories provide critical information to the Commission in its deliberations as to when to impose the Demolition Delay By-law. Increasing pressures from developers as well as property owners proposing radical changes or demolition without sufficient knowledge of their houses' history threaten the character and diversity of historic housing stock in Lincoln. Pressures of demolition and extensive modification of existing houses threaten especially Lincoln's smaller houses. Preserving a diverse housing stock requires attention to this category of houses. The proposed project also seems to be of concern to many citizens. According to the "2008 Lincoln Citizen Survey" on Housing Development in Lincoln, 71% of respondents overall agreed that "Removing or substantially rehabilitating average sized or smaller houses to construct much larger houses takes away from the Town's attractiveness." The Commission can designate a house listed with the Massachusetts Historical Commission's Inventory of Historic and Archaeological Assets of the Commonwealth as "significant" and thus set in motion a 12- month demolition delay. The By-law has had the effect of more judicious structures being constructed on their particular sites. At least

ten uninventoried houses of this period have been demolished between 2000 and 2008. It is the Community Preservation Committee's belief that this study will significantly assist the Town in the preservation of Historic Resources.

**D. Eleazer Brooks Scrapbook** - Eleazer Brooks, was born in Concord (predating the separation of the town of Lincoln) on September 10, 1727. He held various offices in the town including surveyor of highways, Deacon, Treasurer, Selectman, Committee of Correspondence member and Captain of the Militia. He was elected as Lincoln's representative to the General Court in 1774, was appointed Colonel of the 3d Middlesex County Regiment on February 8, 1776. He represented Lincoln at the state ratification of the Articles of Confederation in 1778. He served at Dorchester Heights and in New York, reaching the rank of Brigadier-General of Militia. After the Revolution he served as Lincoln's first representative to the Great and General Court under the new Massachusetts Constitution. Brooks died in Lincoln in 1806 at the age of 79 and is buried in the Old Cemetery. The scrapbook consists of a collection of Brooks' papers-military orders, documents and correspondence. The individual papers were pasted or taped into a scrapbook. The pages of the scrapbook are highly acidic, which is damaging to the fragile papers. A survey by an expert from the Northeast Document Conservation Center advises that conservation of these materials is a priority. Many of the documents have official embossed and wax stamps. Several documents are signed by John Hancock as Governor of the Commonwealth.

**E. Affordable Housing Trust Fund** – The town authorized the creation of an Affordable Housing Trust at Town Meeting in 2006. At Town Meeting in 2008, the town authorized the appropriation of \$900,000 in seed money to enable that Trust to create and preserve affordable housing for the benefit of low and moderate income households. Those funds were subject to a “claw back” right, whereby any funds not expended or reserved prior to January 1, 2009. All but \$53,500 of those funds have been spent or reserved. This section authorizes an additional \$500,000 in funding, as well as re-authorization of the \$53,500 balance from last year's funds. These funds will allow the town to continue to pursue affordable housing opportunities within the town, as well as achieve compliance with the 10% minimum threshold required by Chapter 40B of Massachusetts General Laws. All funds will be subject to a grant agreement between the Trust and the CPC, which agreement provides, among other things, that none of those funds shall be expended without the approval of the Community Preservation Committee, and that the unexpended balance of the appropriation authorized hereunder, as of March 1, 2010, shall be returned to the Community Preservation Fund.

**F. Bemis Hall Roof** - The roof on the historic Bemis Hall was replaced approximately 25 years ago. The building's copper gutters and flashings

were not replaced at that time. The 2006 building needs analysis indicated at that time that the asphalt shingle roof, copper gutters, flashings and downspouts were still serviceable but are showing their age with shrinkage between shingles, and they should be replaced in within five years. At that time of replacement, all of the building's flashings and gutters should be replaced. The described work is necessary to preserve this historic resource.

**G. Pierce House Basement Walls** - Pursuant to a building needs analysis completed in 2006, various repairs were recommended for the Pierce House. Among those are the restoration of the stone foundation wall needs to be repointed.

**H. Management of Invasives** - The Conservation Commission has requested funds to conduct phase two of its project to remove non-native invasive plant species from town-owned conservation land, primarily Mount Misery, Flint's Pond and Tanner's Brook.

**I. Administrative Expenses** - These funds will be used primarily to pay the \$2,500 annual membership dues in the Community Preservation Coalition, a statewide organization that represents the interests of CPA communities. In addition, these funds will be available for costs associated with public information, mailings and hearings. Any funds not spent prior to the end of FY 10 are returned to the CPA funds.

**J. FY10 Debt Service payments** - Debt payment costs associated with second year permanent financing for previously voted CPA projects pursuant to Article 8 of the April 2, 2005 Town Meeting; Harrington Row Land Acquisition, Affordable Housing-Sunnyside Lane Construction and Rehabilitation, and Library Gund Roof Replacement.

**K. Housing Reserve Fund** - The CPA requires that a minimum of 10% of annual revenues be spent or set aside for affordable housing.

**L. Open Space/Land Acquisition Reserve Fund** – The CPA requires that a minimum of 10% of annual revenues be spent or set aside for Open Space/Land Conservation.

**M. Historic Preservation** – The CPA requires that a minimum of 10% of annual revenues be spent or set aside for historic preservation.

**N. Recreation** – The CPA permits, but does not require, the town to spend or set aside funds for recreational purposes. No funds are reserved for recreational purposes at this time.

ARTICLE 35 Proposed by Citizen Petition

Following a presentation by petitioner Jim Moore, and further discussion, a motion to cut off debate was carried by the required two-thirds vote as declared by the Moderator.

VOTED: (Defeated, by majority voice vote)

That the Board of Selectmen be authorized to petition the General Court for special legislation increasing the number of members of said Board from three to five, all with terms of three years, provided, however, that at the first annual election occurring at least 64 days following the effective date of this act, one additional member shall be elected for an initial term of one year, and one additional member shall be elected for an initial term of two years, and further that the terms of those members currently serving as selectmen shall not be affected by such legislation; provided, however, the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court, and authorizing the Board of Selectmen to approve amendments which shall be within the scope of the general public objectives of the petition.

ARTICLE 36 Proposed by Citizen Petition

After the motion was made, the Moderator permitted non-resident petitioner, Tom Blakeley, to make a presentation. After discussion and further clarification from Town Counsel, it was

VOTED: (By majority voice vote)

That the Town authorize the Board of Selectmen to petition the General Court for special legislation authorizing the Board of Selectmen to issue a retail license for the sale of wine and malt beverages not to be drunk on the premises, with such license being subject to all of G.L. c.138 except G.L. c.138, §17, and to authorize the Board of Selectmen, as licensing authority to adopt rules and regulations for the granting of such license; provided, however, that said act shall be placed before the voters of the Town at an election for acceptance and, shall only take effect if a majority of voters voting thereon vote in the affirmative, but not otherwise; and provided further that the General Court shall make changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court, and authorizing the Board of Selectmen to approve amendments which shall be within the scope of the general public objectives of the petition.

ARTICLE 37 Proposed by the Board of Selectmen

Following a presentation by Study Committee Co-Chairs, Joanna Hopkins and Peggy Schmertzler, it was

VOTED: (Unanimously, but for 2 votes)

That the Town hear a report from the Public Health Nurse Study Committee, authorized by vote of the March 29, 2008, Annual Town Meeting.

ARTICLE 38 Proposed by the Board of Selectmen

Following a presentation by Green Energy Technology Committee Chair, John Snell, it was

VOTED: (Unanimously)

That the Town hear a report of the Green Energy Technology Committee.

ARTICLE 39 Proposed by the Board of Selectmen

VOTED: (Unanimously)

That the Town accept the provisions of Massachusetts General Laws, Chapter 32B, Section 18, which will require all retirees, their spouses and dependants who are enrolled or eligible to enroll in Medicare Part A at no cost to a retiree, their spouse or dependants, to enroll in a Medicare health benefits supplement plan offered by the Town.

ARTICLE 40 Proposed by the Board of Selectmen

VOTED: (By majority voice vote)

That the Town, pursuant to the provisions of Massachusetts General Laws, Chapter 41, Section 2, increase the term of office of the elected Town Clerk from one to three years, with such change to be implemented at the 2010 Annual Town Election.

ARTICLE 41 Proposed by the Board of Selectmen

VOTED: (Unanimously)

That the Town, in accordance with Massachusetts General Laws, Chapter 60, Section 77C, accept a deed, in lieu of foreclosure from Snow Development Co., Inc., for a parcel of land identified as Map 108, Block 5, Lot 0 (0 Old Conant Road) for outstanding taxes, municipal charges and liens in the amount of approximately \$16,225.00 and to authorize the Board of Selectmen to record the deed, provided that the Board of Selectmen determines that the deed and acceptance thereof have complied with the provisions of said Section 77C.

ARTICLE 42 Proposed by the Minuteman School Committee

VOTED: (Unanimously)

That the Town, in accordance with the provisions of Massachusetts General Laws, Chapter 71, Section 16G ½, approve the establishment of a stabilization fund by the Minuteman Regional Vocational Technical School District, beginning July 1, 2009.

ARTICLE 43 Proposed by the Board of Selectmen

VOTED: (Unanimously)

That the Town reauthorize the revolving accounts previously established by vote of the Town under Massachusetts General Laws, Chapter 44, Section 53E ½, for the following purposes and as shown in the table that follows: school bus fees, pre-school tuitions, fire alarm maintenance fees, firearms licenses fees and housing rental income; with minor amendment to the FY10 housing rental income fund amount and purpose as shown in bold in the table below; said fees of the revolving accounts to be expended by the authorized entity without further appropriation.

FUND	REVENUE SOURCE	AUTHORITY TO SPEND FUNDS	USE OF FUNDS	SPENDING LIMIT
Student Transportation	Bus Fees	School Committee	To defray expenses related to student transportation	\$70,000
Pre-School Program	User Fees	School Committee	To defray expenses related to Pre-School Program services	\$90,000
Fire Alarm	Alarm Fees	Lincoln Fire Department	To defray expenses related to fire alarm services	\$25,000
Affordable Housing	Rental Income	Housing Commission	To defray expenses for maintenance and rehabilitation of town-owned affordable homes, and <b>to cover administrative costs of the Housing Commission.</b>	<b>\$75,000</b> (was \$60,000) to cover housing maintenance service
Firearms Licenses	Firearm Fees	Lincoln Police Department	To defray expenses for the cost of administering the firearms licensing program	\$8,500

ARTICLE 44 Planning Board

VOTED: (By voice vote of better than the required two-thirds as declared by the Moderator)

That the Town amend Section 16.6 (d) of the Zoning Bylaws by deleting the strikethrough text and inserting the italicized text, as follows, "Except as authorized by ~~(Special)~~ *Sign* Permit pursuant to Section 16.5." ..

Throughout the Meeting, tribute (humorous and otherwise) was paid to various retiring officers as follows:

To BJ Sheff for her 16 years of service, many of them as Chair, on the Housing Commission;

To Rob Loud, for his decade of service on the Disabilities Commission;

To departing Planning Board member John Snell, for his commitment to sound environmental practices and products;

To Mary Hartman and Stu Haber for their service on the Finance Committee;

To retiring Lincoln Sudbury Regional High School Superintendant John Richie and School Committee member Eric Harris for their wit, sensitivity and tenacity in shepherding the high school through trying times; and

To Neil Feinberg, for the energy and enthusiasm with which he promoted the Bemis Lecture series.

Upon motion duly made and seconded, the Moderator declared the Meeting dissolved at 6:50 p.m.

Respectfully submitted,

Susan F. Brooks  
Town Clerk

# ANNUAL TOWN ELECTION

March 30, 2009

Offices and Candidates	Pct. #1	Pct. #2	Pct. #3	Total Tally
<b>Town Clerk (1 yr)</b>				
Blanks	79	51		130
<b>Susan F. Brooks</b>	395	304		699
All Others	3	1		4
<b>Board of Selects (3 yrs)</b>				
Blanks	117	77		194
<b>Sara A. Mattes</b>	357	274		631
All Others	3	5		8
<b>Board of Assessors (3 yrs)</b>				
Blanks	82	77		159
<b>Edward H. Morgan</b>	304	197		501
<b>Jay S. Hersh</b>	91	82		173
All Others	0	0		0
<b>School Committee (3 yrs)</b>				
Blanks	111	89		200
<b>Alvin L. Schmertzler</b>	362	264		626
All Others	4	3		7
<b>Water Commissioner (3 yrs)</b>				
Blanks	124	82		206
<b>Andrew J. Cole</b>	352	272		624
All Others	1	2		3
<b>Board of Health (3 yrs)</b>				
Blanks	109	69		178
<b>Diane F. Haessler</b>	368	285		653
All Others	0	2		2
<b>Planning Board (5 yrs)</b>				
Blanks	408	313		721
WRITE IN Ephraim Flint	43	21		64
All Others	26	22		48
<b>Cemetery Commission (3 yrs)</b>				
Blanks	100	53		153
<b>Susan S. Harding</b>	377	302		679
All Others	0	1		1
<b>Cmsr Trust Funds (3 yrs)</b>				

Blanks	138	90	228
<b>Donald Collins</b>	339	265	604
All Others	0	1	1
<b>Cmsr Trust Funds (2 yrs)</b>			
Blanks	140	83	223
<b>Peter W. Hodges</b>	336	272	608
All Others	1	1	2
<b>Trustee Bemis Fund (3 yrs)</b>			
Blanks	122	80	202
<b>Susan Conway Pease</b>	354	275	629
All Others	1	1	2
<b>Trustee Bemis Fund (2 yrs)</b>			
Blanks	123	89	212
<b>Andrew M. Singer</b>	354	266	620
All Others	0	1	1
<b>Trustee, DeCordova (4 yrs)</b>			
Blanks	112	78	190
<b>Stacy G. Osur</b>	362	277	639
All Others	3	1	4
<b>Housing Commission (3 yrs)</b>			
Blanks	141	101	242
<b>Constance A. Lewis</b>	334	253	587
All Others	2	2	4
<b>Recreation Committee ( 3yrs)</b>			
Blanks	129	88	217
<b>Edward A. Julian</b>	348	266	614
All Others	0	2	2
<b>LSRHS (2 for 3 yrs)</b>			
Blanks	64	61	125
<b>Mark T. Collins, Sudbury</b>	394	278	672
<b>Nancy F. Marshall, Lincoln</b>	462	337	799
<b>Robert C. Haarde, Sudbury</b>	18	23	41
<b>Robert Stein, Sudbury</b>	15	13	28
All Others	1	0	1
<b>Q#1- Reed Field House roof</b>			
Blanks	83	65	148
<b>YES</b>	330	230	560
<b>NO</b>	64	61	125
<b>TOTAL BALLOTS CAST</b>	477	356	833

**SPECIAL TOWN MEETING**  
**Saturday, October 17, 2009**

*Pursuant to a Warrant duly served, the Meeting was called to order in the Donaldson Auditorium by the Moderator, Mr. John B. French, at 9:50 a.m. The Return of Service for the Warrant was read, and a quorum being present (173 voters throughout the morning), the following business was transacted.*

The Moderator reminded attendees that the Special Town Meeting would be followed by the State of the Town Meeting. He thanked the Girl Scouts for their assistance, and welcomed State Representative Tom Conroy and Professor Andy Higuchi, visiting Lincoln with a group from Kyushu University in Fukuoka, Japan. At the Moderator's behest, the meeting devoted a moment of silence to the memory of former Finance Committee members Hamilton James and John Robinson, and long-time Town Meeting orator "Manny" Maier. The Moderator reviewed the general procedure that would be employed for the meeting, noting that the Finance Committee would present an overview of the eight financial articles, which would then be voted on one by one.

ARTICLE 1 Proposed by the Finance Committee  
Finance Committee Chair John Koenig recounted the circumstances necessitating the Special Town Meeting, notably the revenue shortfalls occasioned by the unexpected drop in State Aid and delays in the Deaconess project, and then detailed the remedies embodied in the following eight Articles. After discussion, it was

VOTED (Unanimously)  
That the Town rescind the vote previously taken under Article 8 of the March 28, 2009 town meeting warrant appropriating the sum of \$55,000 for the purchase of a wood chipper for the Highway Department.

ARTICLE 2 Proposed by the Finance Committee  
VOTED (Unanimously)  
That the Town rescind the vote previously taken under Article 17 of the March 28, 2009 town meeting warrant appropriating the sum of \$21,000 for the Hartwell building curtain wall design for the Lincoln Schools.

ARTICLE 3 Proposed by the Finance Committee  
VOTED (Unanimously)  
That the Town reduce the appropriation previously voted under Article 16 of the March 28, 2009 town meeting warrant for the Brooks School asbestos abatement, from \$95,750 to \$49,750.

ARTICLE 4 Proposed by the Finance Committee  
VOTED (Unanimously)

That the Town reduce the FY10 Lincoln School appropriation, previously voted under Article 7, line 1310 of the March 28, 2009 town meeting warrant by \$125,000, from \$9,280,723 to \$9,155,723.

**ARTICLE 5** Proposed by the Finance Committee  
**VOTED** (Unanimously)

That the Town reduce various FY10 departmental operating budget line items previously appropriated under Article 7 of the March 28, 2009 town meeting warrant as follows:

Line	Department	March 2009 Appropriation	October 2009 Appropriation under Article 4	October 2009 Revised Appropriation	Reduction
1310	Lincoln Schools	\$9,280,723	\$9,155,723	\$9,068,723	-\$87,000
1942	General Insurance	\$379,679		\$311,679	-\$68,000
	<b>Sub Total</b>				<b>-\$155,000</b>
Road Project	Debt Service	\$220,000		\$60,000	-\$160,000
	<b>Grand Total</b>				<b>-\$315,000</b>

**ARTICLE 6** Proposed by the Finance Committee  
**VOTED** (Unanimously)

That the Town pass over this article.

**ARTICLE 7** Proposed by the Finance Committee  
**VOTED** (Unanimously)

That the Town transfer \$43, 624 from Free Cash for the purpose of funding the FY10 operating budget previously appropriated under Article 7 of the March 28, 2009 warrant.

**ARTICLE 8** Proposed by the Finance Committee  
**VOTED** (Unanimously)

That the Town reduce the appropriation previously voted under Article 18 of the March 28, 2009 town meeting warrant for the Reed Field House roof replacement, which appropriation was subject to a capital outlay exclusion, from \$190,000 to \$160,000.

**ARTICLE 9** Proposed by the Planning Board

A motion is made and seconded for Town Meeting to accept the Comprehensive Long Range Plan. Chairman Ken Hurd presents an overview of the Plan and a lively and lengthy discussion ensues. First up is a suggestion that the Plan should include the recommendations of last year's Town Nurse Task Force. [A motion to this effect is ruled out of order by the Moderator.] Next, the meeting, with occasional intercession by Town Counsel Lauren Goldberg, devotes considerable attention to the question of how binding, or not, the Plan is. A motion to amend the motion to accept the Plan is offered by Mr. John Mahoney of Conant Road as follows: "Acceptance of this Comprehensive Long Range Plan by vote of Town Meeting shall not be construed to require, empower,

obligate, or commit the Town or any officer, board, committee, commission, agent or resident to conform to or act in compliance with this Plan or any recommendation or goal stated herein." Mr. John Kimball of Hillside Road, speaking in support of the amendment, elaborates on the "radical increase in land use regulation" he sees in the Plan's recommendations concerning the Built Environment and expresses his dismay at the new powers to be vested in these "arbiters of taste." The Planning Board requests and is granted a three minutes recess to caucus after which it advises the Meeting that it has no objection to Mr. Mahoney's amendment. Despite this embrace by the Planning Board, more debate, more history, more predictions, and more and further legal interpretations are avidly exchanged before the Motion to Amend is finally put to a vote. The Motion to Amend is rejected by a majority voice vote. After a final sputter of debate on behalf of the Town Nurse Task Force Report, It is VOTED (by majority voice vote)

That the Town accept the Comprehensive Long Range Plan dated September 22, 2009.

A Motion to dissolve the Meeting, having been duly moved and seconded, is adopted by unanimous voice vote and the Meeting is dissolved at approximately noon.

Respectfully submitted,  
Susan F. Brooks  
Town Clerk

# Special State Primary

December 8, 2009

## DEMOCRATIC Tally

Office & Candidates				
	Pct.#1	Pct.#2	Pct.#3	Total
<b>Senator in Congress</b>				
Capuano	162	124		286
Coakley	272	241		513
Khazei	257	181	1	439
Pagliuca	44	20		64
All Others	1	0		1
Blanks	0	0		0
	736	566	1	1303

## REPUBLICAN Tally

Office & Candidates				
	Pct.#1	Pct.#2	Pct.#3	Total
<b>Senator in Congress</b>				
Brown	59	45		104
Robinson	11	9		20
All Others	0	0		0
Blanks	0	0		0
	70	54		124

## **PERSONNEL BOARD**

Walter Jabs  
Graham Walker  
Beth S. Ries, Chairman

The Board accepted with sadness the resignation of two long-time members, Kathy Nicholson and Elliot Curtis. We are grateful for the expertise that they provided over the years and thank them for their dedication and service. Fortunately, we were able to recruit two knowledgeable individuals to take their place, Walter Jabs and Graham Walker.

One of the Board's primary responsibilities is to oversee the Town's personnel system and assure that job classifications and compensation are equitable among non-union employees and in line with comparable communities. In general, the Board does not initiate changes in employee grades or job descriptions unless requested by the department, board or committee for which an employee works. In recent years, almost every department has seen the nature of its employees' responsibilities change, necessitating a review of their job descriptions and possible changes in grade. During 2009, the board met with representatives of three departments to discuss potential changes. In each instance a position was re-graded, resulting in greater equity.

The Board continues to review the Personnel Handbook to see if any sections might need updating. A number of edits were made during 2009.

Anyone who is interested in attending our meetings is welcome. Typically meetings are held in the morning on an as-needed basis in the Town Offices. All meetings are posted.

# FINANCE

## COLLECTOR'S REPORT Mary C. Day, Collector

Description	Balance 06/30/08	Commitments / New Charges	Abatements / Credits	Payments Received	Refunds	Balance 06/30/09
<b>REAL ESTATE TAXES</b>						
Tax Title Accounts	39,822.12	113,052.65	31,761.12	101,277.24	0.00	19,836.41
Taxes in Deferral	194,534.42	62,761.44	682.84	38,310.16	0.00	218,302.86
2007 Real Estate	19,713.16		18,902.81	727.77		82.58
2008 Real Estate	205,289.31		66,146.01	139,054.32		88.98
2009 Real Estate	0.00	20,666,275.80	141,179.85	20,276,188.21	42,918.41	291,826.15
Real Estate Possession	16,196.00	16,937.00	0.00	0.00	0.00	33,133.00
<b>TOTAL REAL ESTATE:</b>	<b>\$ 475,555.01</b>	<b>\$ 20,859,026.89</b>	<b>\$ 258,672.63</b>	<b>\$ 20,555,557.70</b>	<b>\$ 42,918.41</b>	<b>\$ 563,269.98</b>
<b>PERSONAL PROPERTY TAXES</b>						
2000 Personal Property	866.20					866.20
2001 Personal Property	1,047.69					1,047.69
2002 Personal Property	1,103.59					1,103.59
2003 Personal Property	372.58					372.58
2004 Personal Property	2,010.04					2,010.04
2005 Personal Property	1,618.64					1,618.64
2006 Personal Property	0.00					0.00
2007 Personal Property	1,180.26			1,114.80	333.35	398.81
2008 Personal Property	1,783.59			1,603.84		179.75
2009 Personal Property	0.00	322,238.73	1,852.98	320,004.01		381.74
<b>TOTAL PERSONAL PROPERTY:</b>	<b>\$ 9,982.59</b>	<b>\$ 322,238.73</b>	<b>\$ 1,852.98</b>	<b>\$ 322,722.65</b>	<b>\$ 333.35</b>	<b>\$ 7,979.04</b>
<b>MOTOR VEHICLE AND TRAILER EXCISE</b>						
2000 Excise	7,941.58			66.46		7,875.12
2001 Excise	8,282.82			40.00		8,242.82
2002 Excise	6,688.76			85.83		6,602.93
2003 Excise	6,336.81			261.67		6,075.14
2004 Excise	6,368.38		120.56			6,247.82
2005 Excise	5,847.42			493.96		5,353.46
2006 Excise	5,626.90		35.31	1,161.89		4,429.70
2007 Excise	14,248.06	1,985.63	2,192.77	8,867.06	1,853.98	7,027.84
2008 Excise	46,144.52	118,092.38	18,117.78	138,291.18	5,964.97	13,792.91
2009 Excise	0.00	696,628.19	18,964.93	651,863.27	1,484.48	27,284.47
<b>TOTAL EXCISE:</b>	<b>\$ 107,485.25</b>	<b>\$ 816,706.20</b>	<b>\$ 39,431.35</b>	<b>\$ 801,131.32</b>	<b>\$ 9,303.43</b>	<b>\$ 92,932.21</b>
<b>WATER USAGE CHARGES</b>						
Total Water Commitments	145,883.17	1,349,693.48	489,807.10	906,707.44		99,062.11
Water Liens Added to Tax	5,068.44	39,187.29	8,196.79	35,312.47		746.47
Water Liens Added to Tax Title	357.35	5,068.44	171.43	5,254.36		0.00
<b>TOTAL WATER:</b>	<b>\$ 151,308.96</b>	<b>\$ 1,393,949.21</b>	<b>\$ 498,175.32</b>	<b>\$ 947,274.27</b>	<b>\$ -</b>	<b>\$ 99,808.58</b>
<b>COMMUNITY PRESERVATION ACT</b>						
2007 CPA	503.65		503.65			0.00
2008 CPA	4,531.12		1,456.05	3,164.05		-88.98
2009 CPA	0.00	551,345.55	2,685.35	541,436.02	241.25	7,465.43
Tax Title CPA	859.97	2,652.57	484.14	2,663.88		364.52
<b>TOTAL CPA:</b>	<b>\$ 5,894.74</b>	<b>\$ 553,998.12</b>	<b>\$ 5,129.19</b>	<b>\$ 547,263.95</b>	<b>\$ 241.25</b>	<b>\$ 7,740.97</b>
<b>GRAND TOTALS:</b>	<b>\$ 734,024.30</b>	<b>\$ 23,945,919.15</b>	<b>\$ 803,261.47</b>	<b>\$ 23,173,949.89</b>	<b>\$ 52,796.44</b>	<b>\$ 771,730.78</b>
<b>MISC. OTHER COLLECTIONS</b>						
				<u>Receipts</u>		
Interest on R.E. Taxes				\$ 49,229.86		
Interest on P.P. Taxes				574.89		
Interest on Tax Title/Deferred Accts				29,763.99		
Interest on Mot. Veh. Excise				4,611.31		
Interest on CPA Surcharge				1,222.73		
Late Charge on Water				1,100.00		
Demand & Warrant Fees				5,460.00		
License Marking Fees				1,520.00		
Municipal Lien Cert. Fees				5,250.00		
<b>TOTAL:</b>				<b>\$ 98,732.78</b>		

**FINANCE  
TREASURER'S REPORT  
MARY C. DAY, TOWN TREASURER  
CASH BALANCES AS OF JUNE 30, 2009**

<b>General Town Funds</b>	<b>Cash on Deposit</b>
<u>Bank of America</u>	
Depository	134.71
Vendor Fund	8,417.72
Payroll Fund	6,350.02
School Lunch Revolving Fund	120.00
<u>Citizen's Bank</u>	
Depository Account	1,620,598.17
Hanscom Account	1,738,968.57
Justice Drug Fund	2,114.05
State Drug Fund	3,387.35
Recreation Revolving Account	51,124.01
Student Activity Agency Funds	53,781.30
Escrow Account	78,581.90
Community Preservation Act Fund	705,951.78
Self-Insurance Fund	398,544.27
Cultural Council	527.86
<u>Century Bank</u>	
Certificate of Deposit	513,483.51
<u>UniBank</u>	
Lockbox Account	5,419.85
Remote Capture	199,627.94
ACH Transfers	340,199.50
Certificate of Deposit	1,008,698.24
<u>Cambridge Trust Company</u>	
Depository Account	124,924.17
School Lunch Revolving Fund	65,739.72
GASB 45 Account	400,522.29
Road Construction Account	3,642,593.37
Police Narcotics Fund	304.00
<u>Mass. Municipal Depository Trust (pooled investment)</u>	
General Town Account	5,170,373.00
Community Preservation Act Fund	1,512,666.04
Affordable Housing	25,249.04
<u>Petty Cash</u> (located in various offices)	1,845.00
<b>General Town Funds - Total</b>	<b>\$17,680,247.38</b>
<b>Trust Funds</b>	<b>Market Value</b>
<u>Commonwealth Financial Network</u>	
Various Investments	
Cash/Cash Equivalents	20,025.85
Equities	468,582.04
Fixed Income	366,938.55
Mutual Funds	118,689.21
<b>Trust Funds - Totals</b>	<b>\$974,235.65</b>
<b>TOTAL CASH BALANCE (06/30/08)</b>	<b>\$18,654,483.03</b>
(General Town Funds Total + Trust Funds Total)	

**STATEMENT OF OUTSTANDING DEBT  
AS OF JUNE 30, 2009**

State House Loan Note (4.90%) - For Remodeling of Codman Pool  
Issued May 1, 2003 under Ch. 645 of the Acts of 1948 as amended and  
voted at annual town meeting on March 26, 2002; and Ch. 44, Sec. 7 of the Mass.  
General Laws.

**OUTSTANDING PRINCIPAL                    \$80,000.00**

**REMAINING REPAYMENT SCHEDULE**

<b>DUE DATE</b>	<b>PRINCIPAL DUE</b>	<b>INTEREST DUE</b>
05/01/10	20,000.00	3,920.00
05/01/11	20,000.00	2,940.00
05/01/12	20,000.00	1,960.00
05/01/13	20,000.00	980.00
<b>TOTAL</b>	<b>80,000.00</b>	<b>9,800.00</b>

General Obligation Bond (3.249494%) - For Remodeling of Bemis Hall & purchase of a  
Fire Truck

Issued August 15, 2004 under Ch. 645 of the Acts of 1948 as amended and  
voted at annual town meeting on March 23, 2002 for the remodeling of Bemis Hall  
and March 27, 2004 for the purchase of a fire truck; and Ch. 44, Sec. 7 of the Mass.  
General Laws

**OUTSTANDING PRINCIPAL                    \$480,000.00**

**REMAINING REPAYMENT SCHEDULE**

<b>DUE DATE</b>	<b>PRINCIPAL DUE</b>	<b>INTEREST DUE</b>
08/15/09	80,000.00	8,140.00
02/15/10		6,940.00
08/15/10	80,000.00	6,940.00
02/15/11		5,740.00
08/15/11	80,000.00	5,740.00
02/15/12		4,480.00
08/15/12	80,000.00	4,480.00
02/15/13		3,080.00
08/15/13	80,000.00	3,080.00
02/15/14		1,600.00
08/15/14	80,000.00	1,600.00
<b>TOTAL</b>	<b>480,000.00</b>	<b>51,820.00</b>

General Obligation Bond (3.190372%) - For Affordable Housing  
 Issued June 15, 2008 under Ch. 44 Section 7 (3 & 3A) and Ch. 44B Section 11 and  
 as amended and voted at annual town meeting on April 2, 2005

**OUTSTANDING PRINCIPAL                      \$385,000.00**

<b>REMAINING REPAYMENT SCHEDULE</b>		
<b>DUE DATE</b>	<b>PRINCIPAL DUE</b>	<b>INTEREST DUE</b>
12/15/09		6,237.50
06/15/10	45,000.00	6,237.50
12/15/10		5,562.50
06/15/11	45,000.00	5,562.50
12/15/11		4,887.50
06/15/12	45,000.00	4,887.50
12/15/12		4,212.50
06/15/13	45,000.00	4,212.50
12/15/13		3,481.25
06/15/14	45,000.00	3,481.25
12/15/14		2,750.00
06/15/15	40,000.00	2,750.00
12/15/15		2,100.00
06/15/16	40,000.00	2,100.00
12/15/16		1,400.00
06/15/17	40,000.00	1,400.00
12/15/17		700.00
06/15/18	40,000.00	700.00
<b>TOTAL</b>	<b>385,000.00</b>	<b>62,662.50</b>

General Obligation Bond (3.190372%) - For Land Acquisition  
 Issued June 15, 2008 under Ch. 44 Section 7(3) and Ch. 44B Section 11 and  
 voted at annual town meeting on April 2, 2005

**OUTSTANDING PRINCIPAL                      \$295,000.00**

<b>REMAINING REPAYMENT SCHEDULE</b>		
<b>DUE DATE</b>	<b>PRINCIPAL DUE</b>	<b>INTEREST DUE</b>
12/15/09		4,775.00
06/15/10	35,000.00	4,775.00
12/15/10		4,250.00
06/15/11	35,000.00	4,250.00
12/15/11		3,725.00
06/15/12	35,000.00	3,725.00
12/15/12		3,200.00
06/15/13	35,000.00	3,200.00
12/15/13		2,631.25
06/15/14	35,000.00	2,631.25
12/15/14		2,062.50
06/15/15	30,000.00	2,062.50
12/15/15		1,575.00
06/15/16	30,000.00	1,575.00
12/15/16		1,050.00
06/15/17	30,000.00	1,050.00
12/15/17		525.00
06/15/18	30,000.00	525.00
<b>TOTAL</b>	<b>295,000.00</b>	<b>47,587.50</b>

General Obligation Bond (3.190372%) - For Library Roof Replacement  
 Issued June 15, 2008 under Ch. 44 Section 7 (3A) and Ch. 44 B Section 11 and  
 as amended and voted at annual town meeting on April 2, 2005

**OUTSTANDING PRINCIPAL                      \$215,000.00**

**REMAINING REPAYMENT SCHEDULE**

<b>DUE DATE</b>	<b>PRINCIPAL DUE</b>	<b>INTEREST DUE</b>
12/15/09		3,481.25
06/15/10	25,000.00	3,481.25
12/15/10		3,106.25
06/15/11	25,000.00	3,106.25
12/15/11		2,731.25
06/15/12	25,000.00	2,731.25
12/15/12		2,356.25
06/15/13	25,000.00	2,356.25
12/15/13		1,950.00
06/15/14	25,000.00	1,950.00
12/15/14		1,543.75
06/15/15	25,000.00	1,543.75
12/15/15		1,137.50
06/15/16	25,000.00	1,137.50
12/15/16		700.00
06/15/17	20,000.00	700.00
12/15/17		350.00
06/15/18	20,000.00	350.00
<b>TOTAL</b>	<b>215,000.00</b>	<b>34,712.50</b>

General Obligation Bond (3.190372%) - For purchase of a Firetruck  
 Issued June 15, 2008 under Ch. 44 Section 7(9) and as amended  
 and voted at annual town meeting on March 24, 2007

**OUTSTANDING PRINCIPAL                      \$405,000.00**

**REMAINING REPAYMENT SCHEDULE**

<b>DUE DATE</b>	<b>PRINCIPAL DUE</b>	<b>INTEREST DUE</b>
12/15/09		6,581.25
06/15/10	45,000.00	6,581.25
12/15/10		5,906.25
06/15/11	45,000.00	5,906.25
12/15/11		5,231.25
06/15/12	45,000.00	5,231.25
12/15/12		4,556.25
06/15/13	45,000.00	4,556.25
12/15/13		3,825.00
06/15/14	45,000.00	3,825.00
12/15/14		3,093.75
06/15/15	45,000.00	3,093.75
12/15/15		2,362.50
06/15/16	45,000.00	2,362.50
12/15/16		1,575.00
06/15/17	45,000.00	1,575.00
12/15/17		787.50
06/15/18	45,000.00	787.50
<b>TOTAL</b>	<b>405,000.00</b>	<b>67,837.50</b>

General Obligation Bond (3.190372%) - For purchase of a Firetruck  
 Issued June 15, 2008 under Ch. 44 Section 7(9) and as amended  
 and voted at annual town meeting on March 24, 2007

**OUTSTANDING PRINCIPAL      \$180,000.00**

<b>REMAINING REPAYMENT SCHEDULE</b>		
<b>DUE DATE</b>	<b>PRINCIPAL DUE</b>	<b>INTEREST DUE</b>
12/15/09		2,925.00
06/15/10	20,000.00	2,925.00
12/15/10		2,625.00
06/15/11	20,000.00	2,625.00
12/15/11		2,325.00
06/15/12	20,000.00	2,325.00
12/15/12		2,025.00
06/15/13	20,000.00	2,025.00
12/15/13		1,700.00
06/15/14	20,000.00	1,700.00
12/15/14		1,375.00
06/15/15	20,000.00	1,375.00
12/15/15		1,050.00
06/15/16	20,000.00	1,050.00
12/15/16		700.00
06/15/17	20,000.00	700.00
12/15/17		350.00
06/15/18	20,000.00	350.00
<b>TOTAL</b>	<b>180,000.00</b>	<b>30,150.00</b>

Bond Anticipation Note (0.5544%) - For Road Improvement Project  
 Issued May 15, 2009 in anticipation of the sale of \$5,500,000 Road Improvement  
 Bonds authorized under GL Ch. 44, Section 7, a vote of the Town passed on  
 March 29, 2008 (Article 21).

**OUTSTANDING PRINCIPAL      \$4,000,000.00**

<b>REMAINING REPAYMENT SCHEDULE</b>		
<b>DUE DATE</b>	<b>PRINCIPAL DUE</b>	<b>INTEREST DUE</b>
05/14/10	4,000,000.00	59,833.33
<b>TOTAL</b>	<b>4,000,000.00</b>	<b>59,833.33</b>

## **Commissioner of Trust Funds**

Peter Hodges  
Douglas Harding  
Donald Collins, Chair

2009 was certainly an eventful year. We witnessed the near collapse of the global financial system, the bankruptcy of major corporations, the worst recession in decades, and a dramatic decline in Real Estate and Stock prices. Fortunately, Government intervention on an unprecedented global scale has been largely successful in keeping the financial markets functioning and as a result the economy has stabilized. Recently, as signs of recovery have emerged the financial markets have rallied. Although still down significantly from the highs reached in 2007 we have experienced a significant restoration of investment values.

The financial crises and ensuing stock market crash severely tested almost everyone's investment convictions. The investment committee met several times over the course of the crises where we carefully reviewed our investment policies and practices. While the Trust Fund Portfolio was not immune to market volatility, our commitment to a sound long term investment strategy, largely paid off protecting the portfolio from irreparable loss. For the twelve month period ending September, 2009, we earned modest positive returns.

As we look ahead to a new decade, we are committed to maintaining our investment disciplines. We will continue our practice of regular investment committee meetings to discuss portfolio strategy, review changes to the portfolio, monitor portfolio performance and adherence to investment policy parameters.

**TRUST FUND COMMISSIONER'S REPORT  
2008-2009**

	06/30/08 BALANCE	REVENUE	EXPENSES	06/30/09 BALANCE	PRINCIPAL*
<b>Library Funds</b>					
Katherine S. Bolt Fund	\$ 2.26	0.05	\$0.38	\$1.93	\$0.00
John W. & Eleanor Tarbell Carman Fund	46,108.85	1,157.44	7,649.79	\$39,616.50	30,652.50
Codman Fund	1,190.28	29.89	197.47	\$1,022.70	1,000.00
Virginia S. Dillman Fund	6,431.02	161.43	1,066.95	\$5,525.50	5,000.00
Mary Jane & Murray P. Farnsworth Fund	1,073.94	26.97	178.18	\$922.73	1,000.00
Alice D. Hart & Olive B. Floyd Fund	1,162.16	29.17	192.81	\$998.52	1,000.00
Gleason Fund	34,168.28	851.01	6,035.45	\$28,983.84	30,000.00
Herschbach Fund	6,977.35	175.14	1,157.59	\$5,994.90	5,025.00
Lucretia J. Hoover Fund	2,781.43	69.81	461.46	\$2,389.78	2,206.26
Lincoln Library Fund	1,114.91	27.99	184.97	\$957.93	1,000.00
Dorothy Moore Fund	7,728.76	194.01	1,282.25	\$6,640.52	5,000.00
John H. Pierce Fund	908.31	22.80	150.70	\$780.41	869.21
George Russell Fund	1,299.36	32.62	215.58	\$1,116.40	1,000.00
Edith Winter Sperber Fund	0.01	-	0.00	\$0.01	0.00
Abbie J. Stearns Fund	2,317.65	58.18	384.51	\$1,991.32	1,500.00
Joseph & Henri-Ann Sussman Fund	10,820.05	271.60	1,795.13	\$9,296.52	9,400.00
George G. Tarbell Fund	6,132.27	153.94	1,017.39	\$5,268.82	4,000.00
George C. & Eleanor F. Tarbell Fund	12,523.54	314.38	2,077.73	\$10,760.19	11,875.62
West Abrashkin Fund	1,179.95	29.61	195.75	\$1,013.81	1,000.00
C. Edgar & Elizabeth S. Wheeler Fund	1,517.22	38.08	251.73	\$1,303.57	1,000.00
<b>Library Funds - TOTAL</b>	<b>\$ 145,437.60</b>	<b>\$3,644.12</b>	<b>\$24,495.82</b>	<b>\$124,585.90</b>	<b>\$112,528.59</b>
<b>Miscellaneous Funds</b>					
Bemis Lecture Fund	\$ 27,422.24	688.36	\$4,549.54	\$23,561.06	\$27,430.41
Betty Bjork Prof Dev Fund	\$ 14,586.72	2,130.32	\$2,719.63	\$13,997.41	\$16,405.00
Alfred Callahan Fund	3,247.84	81.53	538.85	\$2,790.52	3,015.93
Codman Scholarship Fund	121,205.26	2,977.80	26,739.27	\$97,443.79	97,000.00
DeCordova School Equipment Fund	31,289.01	785.42	5,191.07	\$26,883.36	28,961.02
Donald Gordon Recreation Fund	10,831.38	271.91	1,797.01	\$9,306.28	5,256.07
Joseph Brooks Grammar School Fund	1,529.53	38.39	253.76	\$1,314.16	1,217.27
Lawrence H. Green Fund	3,845.11	96.51	637.92	\$3,303.70	1,307.65
Norman Hapgood Fund	291.59	7.32	48.38	\$250.53	286.17
Christine Patterson Fund	11,557.11	290.11	1,917.41	\$9,929.81	11,064.77
John H. Pierce Legacy Fund	148,422.75	18,879.61	27,195.79	\$140,106.57	115,000.00
Jane Hamilton Poor Scholarship Fund	6,689.19	167.91	1,109.77	\$5,747.33	1,235.00
Lincoln Scholarship Fund	268,099.70	11,130.29	51,452.62	\$227,777.37	172,548.50
Abbie J. Stearns Fund for the Silent Poor	2,995.89	75.22	497.05	\$2,574.06	1,225.05
John Todd Fund	42,411.54	1,026.62	10,929.79	\$32,508.37	30,000.00
Tricentennial Fund	6,870.15	172.45	1,139.80	\$5,902.80	6,912.15
<b>Miscellaneous Funds - TOTAL</b>	<b>\$ 701,295.01</b>	<b>\$38,819.77</b>	<b>\$136,717.66</b>	<b>\$603,397.12</b>	<b>\$518,864.99</b>
<b>Special Funds</b>					
Cemetery Perpetual Care Fund	\$ 208,387.15	7,427.56	\$40,507.95	\$175,306.76	\$138,264.45
Conservation Fund	60,536.74	24,325.56	13,915.82	\$70,946.48	0.00
<b>Special Funds - TOTAL</b>	<b>\$ 268,923.89</b>	<b>\$31,753.12</b>	<b>\$54,423.77</b>	<b>\$246,253.24</b>	<b>\$138,264.45</b>
<b>All Funds - TOTAL</b>	<b>\$ 1,115,656.50</b>	<b>\$74,217.01</b>	<b>\$215,637.25</b>	<b>\$974,236.26</b>	<b>\$769,658.03</b>

\*NOTE: Principal represents the portion of the Fund Balance which cannot be spent.

# TOWN ACCOUNTANT

Town of Lincoln, Massachusetts									
Combined Balance Sheet - All Fund Types and Account Groups									
June 30, 2009									
	Governmental Fund Types			Proprietary	Fiduciary	Fiduciary	General		Totals
	General	Special	Capital	Fund Type	Fund Type	Self Insured	Long Term	Fixed Asset	
	Revenue	Projects	Enterprise	Trust & Agency	Trust Fund	Debt Group	Account Group	(Memo Only)	
<b>Assets</b>									
Cash/Investments	\$7,663,532	\$3,097,942	\$3,651,053	\$1,738,742	\$2,127,331	\$398,339			\$18,676,937
Petty Cash	900	\$945							\$1,845
Receivables:				99,062					\$99,062
Property Taxes	518,280	7,376							\$525,656
Allowance for Abatements and Exemptions	(198,707)								(\$198,707)
Excises	92,932								\$92,932
Tax Liens	20,583	365							\$20,947
Tax Possession	33,133								\$33,133
User Charges, Net of Allowance for Uncollectible									\$0
Due from Other Governments		2,725,380							\$2,725,380
Fixed Assets, Net of Depreciation			0	11,082,560				62,676,733	\$73,759,293
Land				750,000					\$750,000
Accum Depr Plant				(3,143,215)					(\$3,143,215)
Machinery & Equip				(184,165)				(16,424,420)	(\$16,608,585)
Accum Depr Machinery & Equip									\$0
Amount to be Provided for Payment of Bonds							2,040,000		\$2,040,000
<b>Total Assets</b>	<b>\$8,130,652</b>	<b>\$5,832,008</b>	<b>\$3,651,053</b>	<b>\$10,342,984</b>	<b>\$2,127,331</b>	<b>\$398,339</b>	<b>\$2,040,000</b>	<b>\$46,252,313</b>	<b>\$78,774,678</b>
<b>Liabilities and Fund Equity</b>									
<b>Liabilities:</b>									
Warrants Payable	562,280	\$139,567	\$0	\$5,079	\$4,772				\$711,697
Accrued Payroll	\$498,087	405,399		9,925	510				\$913,921
Withholding Payable	86,930								\$86,930
Unclaimed Items	20,539	73							\$20,612
Due to Other Governments	161								\$161
Bonds Payable				3,029,082			2,040,000		\$5,069,082
BANS			\$4,000,000						\$4,000,000
Guarantee Deposits					0				\$0
Other Liabilities (IBNR)					0	294,963			\$294,963
Deferred Revenue:		0		99,062					\$99,062
Def Rev Intergovernmental		207,002							\$207,002
Property Taxes	216,969	7,376							\$224,345
Property Tax Accruals									\$0
Excises	92,932								\$92,932
Tax Possessions	33,133								\$33,133
Tax Liens	20,583	365							\$20,947
<b>Total Liabilities</b>	<b>1,531,613</b>	<b>759,782</b>	<b>4,000,000</b>	<b>3,143,148</b>	<b>5,282</b>	<b>294,963</b>	<b>2,040,000</b>	<b>0</b>	<b>11,774,788</b>
<b>Fund Equity:</b>									
Invested in Capital Assets, Net				5,476,100				46,252,313	51,728,413
Retained Earnings:									0
Reserved for Encumbrances									0
Unreserved Retained Earnings				1,021,344					1,021,344
Fund Balances:									0
Reserved for Endowments					0				0
Reserved for Encumbrances	662,927	543,484		517,391	1,158				1,724,960
Reserved for Expenditure	2,170,647	316,437		185,000					2,672,084
Reserved for Snow & Ice									0
Reserved for CPA purposes		184,280							184,280
Reserved for Debt Service	36,805								0
Unreserved Fund Balance:									0
Designated		0	(348,952)		0				(348,952)
Undesignated	3,728,659	4,028,025	5		2,120,891	103,376			9,980,956
<b>Total Fund Equity</b>	<b>6,599,038</b>	<b>5,072,226</b>	<b>(348,947)</b>	<b>7,199,836</b>	<b>2,122,049</b>	<b>103,376</b>	<b>0</b>	<b>46,252,313</b>	<b>66,999,890</b>
<b>Total Liabilities and Fund Equity</b>	<b>\$8,130,652</b>	<b>\$5,832,008</b>	<b>\$3,651,053</b>	<b>\$10,342,984</b>	<b>\$2,127,331</b>	<b>\$398,339</b>	<b>\$2,040,000</b>	<b>\$46,252,313</b>	<b>\$78,774,678</b>
	\$0								

## BOARD OF ASSESSORS

Edward Morgan  
John G. Robinson  
Ellen Meadors, Chair

**Staff** – Our Administrator, Patrice Brennan is the helpful person most people see in the Assessors' office. To provide additional assessing services we have a contract with Regional Resources Group, Inc.. Bruce Morgan, an employee of RRG, is in the office two days a week and Harald Scheid, President of RRG, is in the office two mornings a week.

**Recertification** – Every three years the state Department of Revenue conducts a detailed review of our assessment methodology and values. At the request of our DOR representative we made substantial revisions to the tables underlying our land and building values, did a comprehensive review of our neighborhood classifications, and simplified our use of property influences (for example, views and traffic). These changes should improve the consistency and understandability of our values. We received certification from the state in September.

**Housing Values** – Sales in calendar year 2008 (the basis for the FY 2010 values) showed that prices fell about 6 percent on average from the previous year.

**Split Tax Rate** – As in the past several years, the Selectmen approved a split tax rate that slightly increases the proportion of taxes paid by the owners of commercial properties. For fiscal year 2010, the tax rate was set at \$11.47 per \$1,000 for residential property and at \$15.09 per \$1,000 for non-residential property.

**Property Tax Deferrals and Exemptions** – Lincoln's property tax deferral program allows seniors 60 years or older with income below \$60,000 to defer all or part of their annual property taxes. Deferred property taxes and interest at 4% are repaid to the Town when the owner dies or sells the home. Ten property owners took advantage of the property tax deferral in fiscal year 2010. New applicants can call the office at any time of the year to receive an application or consult with office staff about the various exemption and deferral programs.

**Re-inspections** – Each year the Assessors conduct re-inspections of about one-fifth of Lincoln properties. The re-inspection consists of measurement of the outside of the house and a quick walk-through of the inside to verify that the data on the Property Record Card is correct. This process helps keep valuations accurate and up to date. You will receive notification in the mail if your property is planned for re-inspection.

**Assessments** – A list of fiscal year 2010 assessed values is available on the Town website at <http://www.lincolntown.org/depts/boa.htm> or by calling our office at 781-259-2611.

In addition, this year, for the first time, we have posted all 2,952 individual Property Records on the Town website. Please review your Property Record and let us know if you find any inaccuracies.

## ASSESSORS' RECAP FY10

### Valuation

Taxable Real Estate	\$1,783,943,774
Personal Property	68,992,456
Exempt Property	413,397,900
<b>TOTAL</b>	<b>\$2,266,334,130</b>

### Appropriations and Assessments

Town Appropriations	\$29,952,516.50	
State and County Charges	171,019.00	
Overlay	92,910.25	
Other Amounts to be Raised	175,295.50	
<b>TOTAL</b>		<b>\$30,391,741.25</b>

### Estimated Receipts

Property Tax Revenues	\$21,502,931.25	
Cherry Sheet Receipts	\$1,761,452.00	
Local Estimated Receipts	2,230,337.00	
Enterprise Funds - Water Dept.	1,241,401.00	
Community Preservation Funds	1,360,649.00	
Free Cash	83,000.00	
Other Available Funds	80,700.00	
Other Revenue	2,131,271.00	
<b>TOTAL</b>		<b>\$30,391,741.25</b>

### Property Tax Valuations and Revenues

	<b>Valuation</b>	<b>Tax Rate/\$1,000</b>	<b>Levy</b>
Residential	1,783,943,774	11.47	20,461,835.09
Commercial	42,094,676	15.09	635,208.66
Industrial	2,636,900	15.09	39,790.82
Personal Property	24,260,880	15.09	366,096.68
<b>TOTAL</b>			<b>21,502,931.25</b>

### Number of Parcels

Real Estate	2,283
Personal Property	40
Exempt Property	479

## **CAPITAL PLANNING COMMITTEE**

Gary Taylor, Selectmen Representative  
Sanj Kharbanda, Finance Committee Representative  
Al Schmertzler, School Committee Representative  
Jim Henderson, Conservation Commission Representative  
Jacqueline Apsler, Library Trustee Representative  
Andy Beard, Citizen Member  
Ralph Derbyshire, Citizen Member  
Anita Scheipers, Assistant Town Administrator – Member Ex-officio

The Capital Planning Committee's role as an advisory body is to study proposed capital requests for equipment or facility and infrastructure construction or improvements requiring major one-time expenses of at least \$15,000, with an anticipated useful life of at least five years. The Committee membership includes representatives from several of the major town boards, as well as two "At-large" members to allow for effective and objective discussion of each request.

The Committee works with funding guidelines issued by the Finance Committee at the start of the budget planning process. The amount recommended for funding FY09 capital projects was \$450,000 for cash funding of capital projects and purchases. This limit of \$450,000 does not apply to those items which are proposed to be bonded; most of which occurs as debt exclusion votes (outside of Proposition 2 ½); nor does it apply to the annual school classroom maintenance expenditure.

Given that the Capital Planning Committee received Capital requests totaling in just under two million dollars from various departments and committees, there was much deliberation about priorities of requests to fund, as well as which items would best be presented to the voters as items to bond rather than appropriate funds for cash purchases, as well as items that would be presented as separate warrant articles.

As was done last year, the Capital Committee also acted as a review body for the maintenance funding requests. During the phase of reviewing the departments' submittals, the Committee determined that several items were regular maintenance items rather than true capital items, and recommended these items identified as maintenance items and not capital items. These particular items are recommended to be covered under separate warrant articles in the same manner as has been done with general town building maintenance and Library maintenance. Several items were determined to be good candidates for bonding rather than cash purchases; however it is the Finance Committee which will determine the appropriate methods of funding to propose for approval by the voters.

All requests (whether approved, reduced or flatly denied) are listed in the following spreadsheet. This sheet indicates the level of funding recommended, as well as the Committee's recommendation as to the source of funding to be considered, and comprises the decision of the Capital Committee voted at their Dec 3, 2009 meeting. These recommendations are presented to the Finance Committee to place before the voters at the 2008 annual town meeting. Note: Since the date of that meeting, the Finance Committee has confirmed that they will not apply the \$75,000 classroom maintenance expense to the \$450,000 available capital cash, at the time of writing this report, there is potential that an additional \$75,000 of capital items may be added to the recommended list. A detailed explanation of the committee's final decision will be presented at town meeting.

FY11 Capital <span style="float: right;">updated: Jan 4</span>					
DEPARTMENT	FY11 initial proposal order for each	Disapproved Items	Approved cash capital or maintenance	Possible Bonding	Comments
<b>PUBLIC WORKS</b>					
Slide -In Sander	\$19,000.00		\$19,000		
Crack-Sealing / Pavement Repair (removed)	\$0.00		\$0		
Bobcat w attachments	\$85,000.00	\$33,000	\$52,000		\$ amt =s BC plus 2 top priority attachments
Woodchipper	\$55,000.00	\$55,000	\$0		lease or borrow as needed
DPW Sub-total	\$159,000.00				
<b>FIRE DEPARTMENT</b>					
Ambulance	\$210,000.00		\$0	\$210,000	Possibly bond all or part of this amt
Replace Car 1	\$32,620.00		\$32,620.00		Cash purchase - not lease.
Fire Dept. Sub-total	\$242,620.00				
<b>POLICE DEPARTMENT</b>					
Cruiser Replacement ( 2 cruisers)	\$60,000.00		\$60,000		
Police Sub-total	\$60,000.00				
<b>INFORMATION TECH.</b>					
Year 1 of 5 Yr Program	\$613,500.00		\$0	TBD	Possibly bond all or part of the total project cost
IT Sub-total	\$613,500.00				
<b>LIBRARY</b>					
Fire Supression System - System Expansion Ph 2 & 3	\$220,000.00			\$220,000	Refer to CPC
Carpet	\$21,672.00		\$21,672		
Library Sub-total	\$241,672.00				
<b>SCHOOLS</b>					
Classroom rehab/HVAC maintenance	\$75,000.00		\$75,000		Sch Class Maint Art
Brooks roof seaming	\$55,000.00		\$55,000		Sch Ext. Art #2
Paving Rehab	\$60,915.00	\$39,915	\$21,000		Sch Pavement Art #3
Hartwell VAT	\$31,500.00	\$3,500	\$28,000		Sch Int. Art #1
Exterior painting/curtain walls,etc	\$28,000.00	\$3,000	\$25,000		Sch Ext. Art #2
Maintenance vehicle and trlr	\$36,000.00	\$36,000	\$0		defer or find alternate funds
Feasibility Study	\$315,000.00		\$0	\$315,000	No formal submittal rcvd
Schools Sub-total	\$601,415.00				
<b>TOWN OFFICES</b>					
generator	\$44,000.00		\$44,000		
Town Offices Sub-total	\$44,000.00				
<b>ANNUAL TOTALS</b>	<b>\$1,962,207.00</b>	<b>\$170,415</b>	<b>\$433,292</b>	<b>\$745,000</b>	<b>Voted Dec 3, 2009</b>
<b>Plus IT Costs</b>					

**COMMUNITY PRESERVATION COMMITTEE**

Peter Braun  
Craig Donaldson  
Renel Fredriksen  
Lucretia Giese  
John Valpey  
Peter von Mertens  
Bryce Wolf  
Susie Collins, Co-chair  
Bill Stason, Co-chair

The mandate of the Community Preservation Committee is to study the needs of the town in consultation with other municipal boards and committees; to solicit input from the town as to its community preservation needs, possibilities, and resources; and to make recommendations to the town for expenditures in four areas of community interest: open space, preservation of historic structures, community housing (defined as low to moderate income housing), and recreation.

Over the last seven years, the committee has recommended, and the town has approved, funding for the following projects:

<u>Project</u>	<u>Amount Allocated</u>
Repairs at the Pierce House	\$316,800
Sunnyside Lane acquisition and construction	\$792,500
Greenridge condominium "buy down"	\$150,000
Funding the Conservation Fund	\$225,585
Repairs and improvements to the Lincoln Library	\$956,750
Update Library's fire suppression system	\$131,542
Construction of archival vault at the Library	\$489,097
Inventory of the Town's historic properties	\$23,250
Model historic preservation restriction easement	\$5,000
Purchase of conservation land	\$600,000
Harrington Row property	\$350,000
Booth property	\$250,000
Tot Lot at Codman Pool	\$50,000
Funding of Affordable Housing Trust	\$1,453,500
Consultant to update the Consolidated Housing Plan	\$12,000
Repairs to historic cemetery monument	\$4,300
Historic records archive and preservation	\$14,645
Historic Town buildings needs assessment	\$25,000
Control invasive species on conservation land	\$51,300
Codman Barn A restoration	\$112,000
Bemis Hall roof replacement	\$150,000
CPC administrative expenses	\$14,000
Fund debt service on borrowing for CPC project	<u>\$395,530</u>

**Total**

**\$5,972,799**

The goals of the Community Preservation Act coincide closely with Lincoln's Vision Statement: open space, historical legacy, economic diversity, and citizens' convenience. Acquiring open land that comes onto the market, preserving our numerous historical structures, providing affordable housing and ensuring adequate recreation facilities are each priorities under the CPA. To sustain Lincoln's vision, the committee meets with town boards and organizations to develop a comprehensive understanding of the town's present and future needs, priorities, and objectives in the areas of CPA concern. The committee evaluates funding proposals in light of these needs and priorities.

CPA funding has helped create affordable housing, purchase conservation land, and preserve key historic properties. Each of these projects has been determined by the committee and other town boards to be necessary or advisable. They have been funded by a 3% surcharge on our property taxes, which surcharge is then supplemented by a state match. Until 2008, the funds raised by the town surcharge were matched 100% by the state. This year, the state match was decreased to an estimated 35%. Even at this level of matching, however, savings to the Town are substantial in purchasing key parcels of open space for conservation, the preservation of the town's historic buildings including Town Hall, Bemis Hall, the Library, the Pierce House, and the Codman Community Farms. Moreover, Lincoln still needs more affordable housing. As long as the state match continues at any level, the town can undertake these projects at a reduced cost.

The committee is now reviewing proposals for funding to be considered at the 2010 Town Meeting. In evaluating proposals, it considers the following factors:

- consistency with Lincoln's vision, its housing, open space and recreation plans, and other planning documents that have received town-wide review and input;
- whether the project has the support of relevant town committees or organizations (e.g. Conservation Commission, Recreation Committee, Historic Commission, Housing Commission, etc.);
- the extent to which the project helps to preserve threatened resources or town-owned assets;
- the extent to which the project serves multiple needs and populations or a population that is currently underserved;
- whether the project can realistically be accomplished within the proposed time frame and budget;
- the impact of a delay in initiating this project; and
- the breadth of support for the project as indicated by additional fundraising through grants or private donations.

We welcome community inputs during all stages of our process – requesting, examining, and reaching decisions on the proposals received.

## INFORMATION TECHNOLOGY

Chuck Miller – Director

As this report is being written in December 2009, we will review the progress that has been made in FY2010 to date in the area of information technology.

The emphasis of the Information Technology Department has always been to provide the user community, that is primarily the Town Employees, with the technology resources they require to excel in their jobs. We strive to introduce technology for a purpose, not simply for the sake of technology itself.

### **Strategic Planning**

Though there has been considerable effort required to maintain the existing technology infrastructure (network, hardware and software) over the past year, the primary focus of the IT Department has been in the area of Strategic Planning.

From the time last year's Annual Town Meeting adjourned, through the balance of 2009, there has been a concerted effort to assess the impact of technology on departmental operations productivity and efficiency.

A comprehensive Request for Proposal (RFP) was drafted to enlist a consultant with a clear outline of our expectations throughout this process. The contract was awarded to eGov Consulting Services, a company co-located in Boston and Dallas.

eGov thoroughly examined our current operation from the data center out. A great deal of time was spent examining our current software and systems. More time was actually spent with the users of those systems as eGov consultants interviewed department heads and key personnel, to understand where things are working well, and where we are missing the mark.

This initiative dovetailed very nicely with the completion of the Town of Lincoln Comprehensive Plan, which indicated that there is also an increased demand for web-based service offerings to the public to facilitate ease in serving the citizens of Lincoln.

As a quick summary, eGov's findings were that limited funding in recent years has contributed to increased hardware failures due to aging equipment. In addition, they have recommended increases in staffing and in training. The Five Year IT Strategic Plan strives to overcome these issues. These recommendations have been shared with the Capital Planning Committee, the Finance Committee and the Board of Selectmen. As this is being written in December 2009, we have a couple months to determine the best approach to resolving these issues in light of a difficult economy.

## PUBLIC SAFETY

### POLICE DEPARTMENT

**Chief:** Kevin A. Mooney  
**Lieutenant:** A. Kevin Kennedy

**Sergeants:** Sean Kennedy  
Richard McCarty  
Paul Westlund

**Detective:** Jon Wentworth

**Admin. Assistant:** Catherine Dubeshter

**Officers:** William Carlo  
Robert Gallo  
Laura Stewart  
Thomas Moran  
David Regan  
Robert Surette  
Ian Spencer

**Dispatchers:** Ryan Farrell  
Herbert Kelley  
Michael Keough  
James MacDonald  
Michael Ott

In 2009, there were two (2) personnel changes within the department. In July, Administrative Assistant Lee Seeckts retired and Catherine Dubeshter was hired to fill the vacant position. In November, Dispatcher Dennis Callahan left the department to pursue a different career. As a result, Dispatcher James MacDonald was hired to fill the vacant dispatch position.

**DARE PROGRAM:** This year, the department continued to provide instruction of the D.A.R.E. (Drug Abuse Resistance Education) Program at both the Lincoln and Hanscom Middle Schools. The program is ten (10) weeks and is taught to the fifth (5<sup>th</sup>) grade students. The curriculum focuses on the harmful effects of substances abuse, peer pressure, conflict resolution, and decision making.

**AWARDS:** In November, Officer Robert Gallo (Safety Officer) received an award on behalf of the department from AAA in recognition that there has not been a pedestrian fatality in the Town for over twenty-five (25) years. Additionally, the department also received a Bronze Award from AAA for our traffic safety and education program.

**TRAINING:** All members of the Department received forty (40) hours of In-Service Training as well as additional training in the area of domestic violence. Additionally, selected officers received specialized training in the areas of: juvenile law, criminal investigations, search warrants, child abuse, school safety, firearms, and management.

### GRANTS

**Governor's Highway Safety:** The department received \$8,400.00 for such initiatives as "Click it or Ticket" and "Drink Drive You Loose." By under taking this initiative, the department was able to increase its overall traffic enforcement.

**Statewide Emergency Telecommunication Board:** The E-911 Communications Department received funding which allowed all members of the department (Communication & Police) to be certified in the use of the new Enhanced 911 System. The grant funding also allowed dispatchers to receive specialized training in such areas as: Domestic Violence Call Taking, Dispatch Legal Issues, and Emergency/Non-Emergency Call taking.

## **LINCOLN FIRE DEPARTMENT**

The Lincoln Fire Department has continued to professionally provide residents and neighboring communities with all required fire suppression capabilities and medical emergency procedures.

During the past year the this Department has experienced numerous productive accomplishments ranging from the newly developed dispatch center to achieving essential Grant resources. The community will directly benefit from the updated 911 software. The dispatch center was recently remodeled to accommodate state of the art technology; the system was designed to place the technology at the dispatcher's finger tips. This software provides a specific area or location from a 911 phone call using GPS technology and caller identification.

With coordinated efforts from firefighters and residents the Local Emergency Preparedness Committee or "LEPC" has been progressing with attendance and participation from residents. Together the committee has created and implemented an emergency plan of action to safeguard the community in the event of a natural disaster or terrorist attack.

The Public Safety Building was updated with a designated exercise area supplied by donated gym equipment for physical fitness training. Physical fitness is a major part of public safety and most members are active and take full advantage of the new equipment. A fitness program has been created and is being performed by personnel semi-annually.

Achieved GRANTS this year would include the State funded S.A.F.E. Program "Student Awareness of Fire Education." This funds all public, private, and pre-school curriculums, as well as the community program which includes adults 65 and older for a seminar with video, open discussion and hand-out pamphlets.

I would like to thank all the Lincoln residents, organizations, and societies for your much appreciated support and valued donations. I would like to recognize the town departments, boards, and committees for the encouragement and cooperation over the past year. The foundation for the department has strengthened because of the dependability on the town and community supporting our efforts to safeguard the community.

At this time I would like to acknowledge the positive enthusiasm and proficient abilities preformed from the fire officers and firefighters during their continued dedication to the department and the town.

Respectively Submitted,

Arthur Cotoni, Fire Chief

**DEPARTMENT:**

**FIRE CHIEF**

Arthur Cotoni 2009

**LIEUTENANT**

Frank Gray 2009

Scott Christensen 2009

John Whalen 2009

Gary Longo 2009

**FIREFIGHTERS**

Joseph Cavanaugh 2009

Rick Russes 2009

Ben Juhola 2009

Mark Mola 2009

Mike O'Donnell 2009

Billy Toomey 2009

Billy Whalen 2009

Tim Neufell 2009

Brian Young 2009

**CALL FIREFIGHTERS**

David Whalen 2009

Mike Matros 2009

Mike Wholey 2009

Charles Hopkins 2009

William MacDonald 2009

Caleb Hagerty 2009

John Mitchell 2009

**TOTAL CALLS FOR SERVICE (FIRE AND EMS): 1300**

Fire related activities:

Fires:	70
Building:	12
Cooking:	30
Chimney:	3
Vehicles:	3
Woodland:	6

Estimated dollar loss: \$1,000,000

Hazardous conditions: 68

This consists of : Electrical wiring problems, chemical or other materials spilled, Natural gas leaks, carbon monoxide incidents.

Service Calls: 82

These calls request assistance involving: Car lockouts, animal problems/rescues, public assistance.

Good intent calls: 169

These incidents include: Odor of smoke (no fire), smoke or odor removal, dispatched and canceled en-route, and special type of incident, inspections and (assist Police).

False Alarms: 236

Unintentional alarms sounding, alarm system malfunction, detector failure.

Lightning Strikes / Severe weather: 2

Emergency Medical services: 363

Patients transported: 326

## HEALTH AND WELFARE

### BUILDING DEPARTMENT

Earl D. Midgley, Building Commissioner  
Robert Norton, Wiring Inspector  
John Bolli, Assistant Wiring Inspector  
Russell Dixon, Jr., Plumbing & Gas Inspector  
George Dixon, Assistant Plumbing & Gas Inspector  
Gregory Kirkland, Custodian  
Elaine M. Carroll, Administrative Assistant

It was a busy 2009 for the Building Department with the completion of the Lincoln Mall renovations and additions. The Groves in Lincoln has started up again after a lull during the late spring and summer and is now in full swing with an anticipated opening in June, 2010. We also had several large houses under construction along with the usual additions and renovations, which have kept all the inspectors busy. We welcome the addition of John Bolli as Assistant Wiring Inspector.

Values as submitted by applicants in 2009:

Building (Residential and Commercial)	\$19,777,028.00
Plumbing (Residential and Commercial)	881,239.00
Electrical (Residential and Commercial)	1,085,486.00

Building permits issued in 2009:

New Residential	10
Additions and Remodeling	95
Garages and barns	7
Sheds	7
Decks and porches	14
Greenhouse	2
Demolitions (house)	5
Partial house demolitions	3
Demolitions (accessory structures)	3
Swimming Pools	2
Gazebo or Pool House	3
Re-roofing	40
Condo Re-roofing	1
Tents (temporary)	35
Fort or Tree house	3
Signs	3
Wood Burning Stoves	6
Fences	4

Cell Towers	3
Cell Tower – addition to existing	1
Codman Foundation repair	1
Solar Panels	2

Total	250
-------	-----

Plumbing permits issued	241
Electrical permits issued	189

Permit Fees Collected in 2009 – Residential and Commercial

Building	\$198,372.00
Plumbing	19,671.00
Electrical	43,734.00
Re-certification Fees	<u>360.00</u>
Total	\$262,137.00

**SEALER OF WEIGHTS AND MEASURES**

Courtney Atkinson

The Sealer of Weights and Measures for the Town of Lincoln is Courtney Atkinson, retired Building Inspector for the Town of Weston.

In 2009, Mr. Atkinson inspected 4 service stations, 1 restaurant (Whistle Stop) and 1 supermarket in Town as required by the Commonwealth of Massachusetts.

Service Stations	4
Supermarkets	1
Restaurant	1
Sealing fees to be collected	\$920.00

Any questions regarding weights and measures for the Town of Lincoln should still be directed to the Office of the Building Inspector, Telephone No. 781 – 259-2613.

## **BOARD OF HEALTH**

Diane Haessler, R.N.  
Arnold Weinberg, M.D.  
Frederick L. Mansfield, M.D., Chair

The Board of Health meets the first Wednesday of each month at 7:30 p.m., and all meetings are open to the public. Citizens wishing to be placed on the agenda should contact the Board of Health Office at least ten days before the scheduled meeting date.

The Board's office manager is Elaine Carroll, who is also the Administrative Assistant for the Building Department. Inspectional services are provided through an inter-municipal agreement with the Town of Concord.

The Board of Health is responsible for a variety of issues related to water protection, solid and hazardous waste disposal, communicable diseases, and public health hazards in the environment. The Board is charged with overseeing the onsite wastewater (septic) system program; enforcing the State Sanitary Code for food establishments; summer camps, swimming pools, beaches, private water wells, overseeing mosquito control programs; supporting mental health services for Lincoln residents through Eliot Community Human Services; organizing a flu vaccination clinic each autumn; and works closely with the Town appointed dog officer.

### **PERMIT ACTIVITY**

In 2009, the Board of Health issued: 43 permits to construct/alter onsite wastewater (septic) systems, 6 Recreational Camp permits, 1 pool permit, and 18 Food Establishment Permits. This year, agents of the Board of Health witnessed over 45 deep test holes and over 30 percolation tests for the siting of onsite wastewater (septic) systems.

One new food establishment began construction and two completed construction this year – AKA Bistro at the Lincoln Mall and the Deaconess Groves Community Kitchens and Donelan's at the Lincoln Mall, respectively. All three of these establishments' construction plans were reviewed by the agents of the Board of Health prior to the commencement of construction.

### **HEARINGS**

The Board voted to grant 6 variances to local septic regulations this year during its regular meetings.

## OTHER ACTIVITIES

*Communicable disease control:* All communicable disease reports are forwarded to Maureen Richichi, the School and Town Nurse, for review. Case reports investigated for the Board of Health since 2007 are summarized on the following table.

Disease Reports	2007	2008	2009
Lyme Disease	25	30	31
Enterovirus	0	0	1
Campylobacter	1	1	1
Salmonella	0	4	1
Cryptosporidium	0	0	0
Giardia	1	0	0
Babesiosis	0	0	1
Granulocytic Anaplasmosis	1	0	5
Hepatitis B	1	0	0
Tuberculosis, latent	2	2	0
Pertussis	0	1	0
Para Pertusis	0	0	0
Vibrio	0	0	1
Streptococcal Invasive Group A	0	0	0
Streptococcal Invasive Group B	1	1	0

## H1N1 INFLUENZA RESPONSE

Beginning in April of 2009, the Lincoln Board of Health responded to the emergence of H1N1 influenza. The Board discussed the response at numerous meetings about the potential for impact on the community, especially the specter of acute illness in younger children and young adults and the paradox of a milder illness in persons over age 60. Maureen Richichi, RN, the Town Nurse and the School Nurse for the Lincoln Public Schools directed the operational response of the Board of Health to H1N1 influenza and deserves the thanks of the community for her dedication and judgment in the organization and implementation of the complex response to this sometimes emotionally charged issue. Four H1N1 clinics were held at the Lincoln School and the Hanscom School; a total of 139 students received a first dose; 49 students received the required second dose. A total of 110 Lincoln Police/Fire staff and school staff also were vaccinated.

**Animal census:** The following table lists the population of farm animals since 2002.

Type	2002	2003	2004	2005	2006	2007	2008	2009
Cattle, dairy	9	5	11	2	7	9	6	9
Cattle, beef	47	52	59	59	46	49	76	41
Cattle, steer/oxen	5	5	6	2	0	0	11	13
Cattle, yearlings	28	26	0	35	29	7	0	32
Goats	20	23	26	16	13	18	24	25
Sheep	127	145	130	137	123	112	116	84
Swine	9	18	15	11	16	16	15	15
Horses/Ponies	84	84	89	90	83	87	96	86
Llamas/Alpacas	1	2	2	2	4	4	5	4
Donkeys	2	2	0	1	3	3	3	1
Chickens	805	790	856	827	676	622	490	636
Turkeys	22	18	25	15	18	12	15	0
Waterfowl	39	46	54	49	72	54	60	33
Game Birds	21	11	10	11	0	0	10	9
Guinea Hens	0	0	0	8	0	4	9	0
Water Buffalo	0	0	0	0	0	0	0	1
Pigeons	0	0	0	0	0	0	0	9
Rabbits	0	10	0	21	16	26	20	2

**Dog Officer 2009 Report**

MONTH	TOTAL # CALLS RECEIVED	TOTAL # DOGS IMPOUNDED	TOTAL # DOGS NOT CLAIMED	TOTAL # HUMAN BITE CALLS
JANUARY	15	1		
FEBRUARY	16			
MARCH	36	2		
APRIL	29			
MAY	33			
JUNE	22	1		1
JULY	18	1		
AUGUST	14			
SEPTEMBER	27			1
OCTOBER	15	1		
NOVEMBER	20	1		1
DECEMBER	15			
<b>TOTAL 2009</b>	<b>260</b>	<b>7</b>		<b>3</b>
			All dogs not claimed are adopted or placed with Buddy Dog	
<i>TOTAL 2008</i>	<i>176</i>	<i>7</i>	<i>1</i>	<i>2</i>
TOTAL # BARN INSPECTIONS COMPLETED FOR "2010" STATE ANIMAL CENSUS =				40

## **LINCOLN COUNCIL ON AGING**

Margaret Boyer, Treasurer  
Florence Caras  
John Caswell  
Robert Curtiss, Vice-Chair  
Ben Horne  
Valerie Lee, Recorder  
Don Milan  
Julia Pugh  
Mary Sheldon  
Robert Sutherland  
Barbara Terrano  
Dorothy Taylor, Chair

Mission Statement: The Council on Aging strives to enrich the lives of Lincoln residents 60 years of age or older by providing ongoing activities and programs. Assistance is available for problem solving or finding services so that it is possible for our senior citizens to enjoy more years of independent living in their own homes. In addition, the Council on Aging is a resource to all Lincoln residents who request information to help their parents or other elderly relatives. It is the responsibility of the Council on Aging to: identify the total needs of Lincoln Elders; enlist support and participation to meet these needs; design, advocate for and/or implement services to fill these needs.

2009 saw continued expansion of the Council on Aging's programs and services to Lincoln's 1575 residents 60 and older and their caregivers. A very successful "Senior Dining" program began to offer hot, nutritious meals once per month to Lincoln seniors. The program is a joint initiative of the Council on Aging, Minuteman Senior Services, and Newbury Court. The Friends of the Lincoln Council on Aging provided financial support for the project. St. Anne's in the Fields church hosts the lunches at no cost. We also began a new discussion group, "Declutter Your Home," which meets each week to share ideas and information about staying organized and free from clutter.

We expanded our outreach by producing three new brochures: a general brochure, one for those seeking services to remain safely in their homes, and one for "Boomers." We also produced a resource guide to services available to Lincoln residents through the Town and private agencies. We made connections with both the Ryan Estate and Lincoln Woods to find ways to serve their older residents and began joint programming to make it easier for residents without transportation to attend COA-sponsored programs.

The Lincoln Academy continues to be a successful weekly program drawing between 30 and 60 people for each presentation by a Lincoln resident on a personal experience, topic of special interest, and more. Lincoln seniors were

also treated to a performance of “Amelia Earhart,” by the Delvena Theater Company supported in part by a grant from the Lincoln Cultural Council , a Spring Fling performance of Beatles music, and an elegant Top of the Town evening featuring music by the Ancient Mariners. In 2009 the COA held 51 group support sessions, 31 health screening sessions, 225 fitness classes, 92 recreation/socialization sessions, and 63 community education sessions. In conjunction with the Board of Health, two flu clinics were held at Bemis Hall serving 200 older residents. The Lincoln Artists Gallery featured art shows including works by architects and architecturally involved artists, Cristel Ide, Jane Cooper, Harold McAleer, and Florence Como. Our volunteer trip organizers planned another year of fun and interesting trips to destinations including the Museum of Science, a Spirit of Boston cruise to view the Tall Ships, Tanglewood, and the Pawtucket Red Sox, among others.

Lincoln seniors were kept in good physical form with water exercise, fitness and strength training, tai chi, trail walks, bowling, ping pong, line dance, yoga, and Wii Fit. There is an opportunity for some type of physical exercise every day through the Council on Aging. Other activities of interest were Men’s Coffees, and movies.

The Property Tax Work-Off program is having a very successful sixth year with 25 seniors working in town and school departments. Participants, paid at the rate of minimum wage, are able to work off up to \$750 of their real estate taxes per year. It is a win-win situation with the town benefiting from talented workers and seniors getting a break on their taxes.

The Council on Aging staff provided a range of services to individual elders and their families to assist them in remaining safely and independently in their homes. These services include information and referral, help finding and evaluating housing options, emotional support in crises, counseling on caregiving issues, and more. Volunteers offered help to 20 residents with income tax preparation. Our SHINE (Serving Health Information Needs of Elders) counselor provided 248 hours of assistance to residents with questions on health insurance and medical bills. Lincoln seniors received over 1200 rides to medical and other appointments, COA activities, and shopping. Volunteers give rides in their own cars through LINC, a program run by the Friends of the Council on Aging. The Council on Aging also provides taxi rides funded by the Friends of the Council on Aging and the Hurff Memorial Fund. Forty residents borrowed durable medical equipment.

Over 150 volunteers contribute to the success of our programs. The COA Board, Friends of the Council on Aging Board, LINC drivers, Meals on Wheels Drivers, hosts and hostesses of programs and clinics, computer tutors, teachers of classes, leaders of groups and trips, and newsletter producers all contribute. A special thanks goes to the Friends of the Council on Aging for funding so many of our programs and activities.

## **PUBLIC HEALTH NURSE STUDY COMMITTEE**

Arthur Cotoni, Fire Chief;  
Diane Haessler, R.N., N.P., Board of Health;  
Rob Loud, M.Ed., MLS, Commission on Disabilities;  
Tricia McGean, R.N.;  
Phyllis Mutschler, Ph.D.;  
Maureen Richichi, R.N., School Health Unit;  
Beth Ries, Chair, Friends of the LCOA;  
Mary Sheldon, M.D., LCOA Board;

Joanna Hopkins, Ph.D., Co-chair  
Peggy Schmertzler, M. Ed. , Co-chair

Advisors: Charles Keevil, M.D., and Karen Santucci,  
Director, LCOA, LSW, MSLS.

The Public Health Nurse Study Committee presented its report to ATM 2009, as authorized by vote of the March 29, 2008 ATM. Based on survey data, research into 13 neighboring towns, and the experience of the Committee's representatives from five relevant Lincoln agencies plus five volunteers, the Committee unanimously approved a proposal to expand the current role of Lincoln's public health nurse (filled by the Lincoln School Nurse) from communicable disease prevention, reporting, and control to include health promotion and community emergency planning, in cooperation with other Town agencies, as follows:

1. Provide bi-weekly blood pressure clinics and expand health screening and immunization clinics as needed;
2. Present expanded health and wellness promotion programs and materials, in collaboration with other Lincoln agencies;
3. Provide health counseling, referrals, and serve as liaison to physicians and health care agencies for those who need these services;
4. Conduct home health and safety assessments, if not otherwise covered by insurance;
5. Make occasional home visits to check on homebound chronically ill residents or residents with disabilities; and
6. Participate with other Town representatives in local emergency planning, including recruiting, training, and coordinating both medical and non-medical volunteer emergency responders.

The Committee recommended contracting with a regional health services provider at an estimated additional annual cost to the Town of \$20,000, or roughly \$11.00 per average Lincoln household. Reporting to the Lincoln Board of Health, this dedicated, part-time public health nurse position (10 to 12 hours per week) would supplement the fine private medical services we already enjoy from local doctors and regional hospitals.

The Board of Health approved a two-year pilot of this proposal. While recognizing that the proposal had merit, the Fincom and Board of Selectmen did not prioritize it high enough to fit the estimated \$20,000 cost into the proposed 2010 Town budget, which was tight due to the economic downturn.

The Committee hopes that its proposal will be reconsidered by Town officials when revenues improve and that the CLRP Implementation Committee will add public health to its agenda. Meanwhile, we're pleased that the Fire Department will be training volunteer Citizen Emergency Response Teams (CERTs), under the federal/state program, to assist in neighborhoods in case of future emergencies.

## LINCOLN COMMISSION ON DISABILITIES

Adeline Naiman  
Jim Spindler  
John Ritz  
Ruth Rothstein  
Rob Stuart-Vail  
Debbie Dorsey, Chair  
Anita Scheipers, Asst. Town Administrator, Ex Officio

A disability may affect a person from birth or at any age. It may result from a genetic cause, an accident, illness, or aging (and ours is an aging population). It may be physical, sensory, communicative, emotional, or intellectual. It may be incapacitating or merely a hindrance. It affects the quality of life for the disabled individual, family and household members, friends, and caretakers. It is not shameful and should not be denied or concealed out of embarrassment. We are all subject to disablement and should try to provide the best resources to those who need help. One problem is that until a disability strikes close to home, we are unlikely to be aware of the limits it can impose. Another is people's self-consciousness and desire for privacy, even at cost to their quality of life.

The main purpose of the LCD is to provide assistance to Lincoln residents and town officials in dealing with disabling conditions. In the past, we have helped survey the town's public buildings and spaces to assure that they provide access to all, in accordance with the Americans with Disabilities Act (ADA). Improvements to Bemis Hall and the Library are sample outcomes. We have provided information to townspeople and helped with issues they have raised.

For example, recent activities have included these:

1. Work with State Senator Susan Fargo to improve accessibility for the disabled to MBTA commuter trains in Lincoln.
2. Work with owner of 144 and 146 Lincoln Road near St. Joseph's church to create a safe walkway from the Ryan Estate (senior housing) to the Cambridge Trust building.
3. Work with the Ryan Estate and the Architectural Access Board on improving accessibility for the disabled at the Ryan Estate.
4. Prepare to advise the Board of Selectmen on accessibility issues for the planned major renovation and expansion of the Town Offices building.
5. Begin communications with other communities' disabilities commissions to improve collaboration and information sharing.

6. Meet with the HATS committee on issues relating to the Hanscom region.
7. Meet with the new Health Committee formed by the Selectmen to consider own needs.
8. Confer with the Long-Range Planning Commission on their report.
9. Participate with the Lincoln Schools in their presentations on disabilities and special needs programs.
10. Endorse the town's vote to support group homes.

And so on. In this work we have been fortunate to attract new members--John Ritz and Ruth Rothstein. Rob Stuart-Vail has volunteered to be our liaison with the Lincoln COA, with which we share many concerns. We hope that others will join us as members or as visitors to our monthly meetings. Information is posted on the town website, in the Lincoln Journal, and on the Lincoln cable channel. Questions should be directed to Asst. Town Administrator, Anita Scheipers.

## **PUBLIC WORKS**

### **DEPARTMENT OF PUBLIC WORKS**

2009 was a busy year for the Lincoln Department of Public Works. The Department moved forward on many issues. On November 8, 2009 the Department was saddened with the news that longtime employee Dennis Botelho passed away. Dennis worked for The Town for over 30 years, and was knowledgeable about all aspects of the Public Works procedures. He will be missed.

Phase one of the Town's large paving project was started. Throughout the months of August, September, October and November the Department paved the following roadways with the help of the Town's Traffic Committee:

- Concord Road (Route 126)
- Trapelo Road
- Baker Bridge Road
- Sandy Pond Road
- Bedford Road (Between Routes 2 and 2A)

Snow fall in January and February 2009 was indicative of a typical Massachusetts winter. The month of December brought some challenging snow removal activities as two large storms and several smaller one barreled through the area. During the week between December 24, 2008 and January 1, 2009, approximately 2 feet of snow fell on the area. The winter of 2009 brought approximately 4 feet of snow. The Lincoln DPW crews got an early start on the storms and did an excellent job clearing the snow and ice.

The Department used its two slide-in sanders and new trucks with great effectiveness. The municipal tractor continued to do a good job cleaning snow from sidewalks and pathways. In 2009, Public Works only used in-house staff for snow removal from sidewalks. Using in-house staff, reduces damage to the pathways and abutting properties.

Transitioning from the winter snow and ice control activities to the springtime work; the Department performed roadway and path maintenance through the months of April and May. This included street sweeping, pothole repair, and roadside path repair. Rehabilitation efforts on multiple paths continued including Bedford Road, Lincoln Road, and Trapelo Road.. During the spring the Department also continued the process of removing tons of built up sand on the roadway shoulders. This sand was built up over decades and is the result of our heavy reliance on sand for snow and ice control. The sand interferes with the roadway drainage and is a major contribution to pavement damage.

This past summer, the Department fixed the elevation of numerous catch basins, performed roadside vegetative maintenance, performed roadway striping, cut dead roadside trees, and filled potholes. We also continued an extensive rebuilding of the Town's historic stone walls. Many of these walls have fallen into disrepair, and we have begun the process to fix them. Repairs to the retaining walls were also done on Trapelo Road.

The Public Works Department continued to use the municipal tractor to trim back overgrown roadside vegetation. By trimming back this vegetation the Town's residents have a safer, more aesthetically pleasing roadway. The beautiful farmer's stone walls that we have been repairing can now be seen and enjoyed.

During the fall, the Department cleaned leaves and fixed damaged catch basins. The Department also continued with its roadside program, trimming approximately 20 miles of roadside. We also cleaned the shoulder areas of the Causeway, thus being able to widen the road by the reservoir.

During the course of the year, the Department was also tasked with the operation of the Town's Transfer Station, and maintenance and operation of the Town's cemeteries. New pavement striping and new fencing were also installed at the Transfer Station.

Looking ahead to 2010, the Department anticipates moving ahead on the paving plan, continuation of the trail and path maintenance program, continued improvements to the Transfer Station, further developing the roadside improvement/gateway program, a new leaf removal program, and continued development of the Public Works yard.

The 2009 Lincoln Department of Public Works:

- Dennis Botelho
- Danny Desmond
- Joe Hayward
- Bob Maker
- Steve McDonald
- David McKnight
- John Neri
- Gary White
- Carol Withycombe
- Chris Bibbo, Director

## LINCOLN CEMETERY COMMISSION

Manley Boyce  
Julie Pugh  
Susan Harding, Chair

Susan Brooks, Cemetery Agent

Another year has brought further progress on our cemetery expansion project. Dare I predict that it will be completed next year? Better not! However, the hard-pack road is installed and Snelling & Hamel Associates have surveyed it. We plan to open the expansion in stages, learning as we go, since we have taken a significantly different approach to this new area. We have had it laid out for single interments, both for full casket and for ashes, and have set a policy for the coming year to sell no more than two at a time to a family. We have discovered that many lots that can contain six, eight or even more full burials are going largely unused. We don't want to "waste" space, and with the increasing popularity of cremation, many ashes can be put in one plot, which further reduces the need for a large area. We have, accordingly, designed the new section for 464 standard plots and 180 plots for only ashes. All markers in the new area must be flush to the ground, allowing a full view of Flint fields bounded by lovely stone walls. We have also adjusted the cost from \$6 per square foot to \$10 per square foot to bring our prices more in line with other local cemeteries. Markers to delineate the first section of this new area will be installed this coming spring and sales will begin shortly afterwards.

A suggestion made by a Lincoln resident has resulted in the manufacture and placement of a new sign which will show the cemetery road layout. We have named the road sections to make it easier for families to find their way around. Many thanks are owed to Margaret Flint for her wonderful drawing of the cemetery and the basis for the map. Before replacing the sign giving the regulations for the cemetery we checked with the Lincoln Police Chief to see if the wording about dogs needed strengthening. Sadly, some users are careless about letting their dogs run loose, which can cause a mess for later unwary walkers. Please, be sure to clean up after your canine companions.

The Commission has become very budget conscious this year, along with all other Town committees. We have increased the amount of funds withdrawn from the Sale of Lots and the Perpetual Care Expendable Trust accounts, and we plan to reflect more accurately the cost of work done by the DPW on our behalf in our personnel expenses.

There were 26 interments in 2009. Eight deeds were signed and we bought back 2 plots. The Commission is delighted with the rapid recovery of Julie Pugh and consider ourselves very lucky to have the excellent services of Susan Brooks, our esteemed agent.

## **WATER COMMISSIONERS**

Despena F. Billings  
Andrew J. Cole, M.D.  
Andrew F. Hall III, Chair  
Gregory Woods, Superintendent

In March, the Board of Commissioners hired Greg Woods as the new Water Department Superintendent. Previously, Greg worked for the Littleton Water Department, where he was the Production Manager. Former Superintendent Pat Allen spent several weeks assisting Mr. Woods become familiar with the water system before finally stepping down to enjoy his well earned retirement.

The Sandy Pond treatment plant retrofit project moved closer to completion this year after the Massachusetts Department of Environmental Protection (MaDEP) approved Lincoln's use of the replacement membranes manufactured by Siemens Water Technologies. The membranes in the current system have reached the end of their expected lifespan, and so need to be replaced with a more up-to-date technology. Siemens was required to conduct a pilot study of the new low pressure filter technology to ensure that the filters met the removal efficiency needed by the State's public drinking water standards. The technology approval was granted by the MaDEP in June, however this coincided with Lincoln's high water demand period and it was determined that a plant shutdown at that time would not be prudent. The retrofit project commenced in October with the installation of new interior piping, valves and a new chemical injection system associated with the cleaning of the membrane cartridges. The final part of the project, the installation of the membranes and the necessary computer programming to operate the plant, should be conducted in January.

The 2009 Town Meeting approved a transfer of Water Department funds in the amount of \$140,000 for the engineering support needed for the treatment plant retrofit, as well as the engineering design of the waste water discharge associated with the membrane cleaning process. The Department's water discharge permit is currently under review by the U.S. Environmental Protection Agency and the MaDEP.

Water Department staff remained busy this year with system maintenance and upgrades. The water mains were flushed in the spring to remove any accumulation of iron and manganese that may have occurred over the year. The Bedford Road storage tank was cleaned and inspected and several fire hydrants were replaced across the Town. The Department has also undertaken a meter modernization program includes the installation of new residential water meters that contain radio communication technology. These new meters electronically transmit the meter reading to a handheld device, allowing Department staff to more accurately and efficiently read the meters. The Department is also in the process of electronically scanning water service tie cards, inventorying both

water hydrant and water main gate locations and updating its Water Distribution Map with size, age and material of the pipes. The ultimate goal of these efforts is to integrate the Water Department's information into a Geographic Information System (GIS).

Once again water conservation remains a focal point for the Department. The unseasonably wet summer resulted in lower than average water use in June, July and August. However, spring and fall usage were higher than normal and as a result we pumped the same amount of water this year as last. The MaDEP, under its Water Management Act (WMA) program, is requiring all Massachusetts towns to meet the 65 gallons per day per person water standard. Lincoln meets this standard between November and March, however water use increases roughly 45% between May through September, for an average annual use of 76 gallons per person per day. This increase is due primarily to residential outdoor water use via automated irrigation systems. Lincoln's WMA permit has not been issued yet, however a draft copy would require a mandatory water restriction of outdoor water use from May to September. This is but one of the drastic measures the State is using to limit the amount of water withdrawn from watersheds.

As a result of increased wages and operating expenses associated with our water system, the Board voted in November to increase the water rates and adjust the breakpoint for the three tiered rate structure. An essential rate increase at the lowest tier was the first increase by the Board in ten years. The three tiers were increased by 5%, 10% and 15%, respectively. The semi-annual meter fee will also increase from \$30 to \$40 per billing cycle. The rate increase will result in a minimal increase for residents that are currently at or below the 65 gallons per day per person standard. Residents that fall into the higher two tiers are encouraged to reduce their outdoor water use to help the Department meet the stringent MaDEP water regulations.

Finally, the Board would like to acknowledge the hard work and dedication of the Department staff. These individuals take their responsibility to provide safe and reliable drinking water to heart and often work long hours to ensure that the treatment plant and distribution system are working optimally. We continue to be fortunate that the drinking water in Lincoln remains at a very high level of quality and safety. Through licensing and continuing education credits, the Water Department staff stays current with the constantly changing regulations and new water works technologies. We appreciate their commitment to the Town and to the Department.

## **GREEN TECHNOLOGY COMMITTEE**

Committee members and contributors listed below

The Board of Selectmen created the Green Technology Committee in 2006 to identify and recommend energy efficiency and renewable energy investment opportunities in the town's facilities.

Major legislative action at the State (2008 Green Communities Act) and Federal (2009 American Recovery and Reinvestment Act) level has generated significant financial and technical resources for Massachusetts Cities and Towns. The State's legislation increased funding available through existing energy efficiency programs, created a new department at MA DOER devoted exclusively to cities and towns, and development green community criteria for cities and towns to consider. The Federal stimulus bill legislation provided a one-time funding opportunity for "shovel ready" municipal energy efficiency and renewable energy projects

The Committee, with help from Assistant Town Administrator Anita Scheipers and many other town staff has reviewed and identified which State and Federal competitive grants and program opportunities are appropriate for Lincoln to consider and pursue. Direct grant applications were due in the fall of 2009 and will be awarded late winter 2010. Lincoln, Lexington, and Arlington were awarded a grant for technical assistance to assess and develop a plan for each community to meet the State's Green Community Criteria.

In addition to our work with Town facilities the Green Technology Committee has supported a very active outreach group and a non-profit institution group. The outreach group ran two well-attended "green forums" to assess the community's green priorities and match residents with shared interests. Participants identified the following areas of interest:

- Solar electric energy
- High efficiency cars, local mass transportation options, and higher utilization of school buses.
- Residential energy efficiency and renewable options and best practices
- Low Carbon Diet neighborhood groups
- Increased use of local agriculture – can Lincoln grow enough food locally to serve the entire community?
- Membership and active participation in the Massachusetts Climate Action Network

A further goal of the GETC committee was to reach out to young people and provide them with opportunities to become active contributors in community 'greening' efforts. The outreach group worked with DPW personnel and

Minuteman Technical High School for students to construct a building at the Transfer Station for the recycling of books. Lincoln's 5th Grade Girl Scout troop, led by Barbara Rhines, performed two entertaining skits at the October forum on the need to bring your own bags when shopping; and to conserve water when brushing teeth. In addition, the Outreach Group led two workshops at the Lincoln Public Schools' Community Service Conference in November. 6-8th grade students learned about the Massachusetts' anti-idling law and created posters for display throughout Lincoln and Hanscom Air Force Base. Other students learned to use 'Kill-a-Watt' meters to measure and compare the consumption of electricity used by assorted small appliances.

Lincoln residents can subscribe to receive news from the Committee by visiting <http://www.lincolntown.org/GreenEnergyComm.htm>

Committee members and contributors to the Green Technology Committee's work this year include: Barbara Buchan, Al Schmerzler, Sandy Creighton, Elizabeth Cherniack, Jane Cooper, Alaric Naiman, Roy Harvey, Buck Creel, Marcus Gleysteen, Gwyn Loud, Jennie Morris, Laura Berland, Jen James, Edwin Tam, Carl Vercollone, Ed Kern, Miles Russell, Peggy Elliot, Lynne Smith, Ed Lang, Peter Watkinson, William Kanzer, John Terrell, Chris Dugan, Andy Bennett, Ingemarie Richardson, Harold MacAleer, Jim Cunningham, Scoutmistress Barbara Rhines and her 5th grade girl scout troop, Linda Conrad, John Snell, Chair

## **PLANNING, ZONING, AND CONSERVATION**

### **PLANNING BOARD**

Dan Boynton  
James Craig  
Ken Hurd  
Robert Domnitz  
Bryce Wolf, Chair

2009 saw the culmination of work on the Comprehensive Plan. The Plan was accepted at a Special Town Meeting in November, following a favorable vote by the Planning Board on September 22<sup>nd</sup>. Its contents reflect the hard work of many volunteers representing a wide range of interests, supported by the consultants and town staff. The later stages of its preparation involved addressing overlapping issues, filling in gaps and editing. The topic-based subcommittees were wound up early in the year and further discussions were held by the Steering Committee (chaired by Ken Hurd), Board of Selectmen and Planning Board. Multiple opportunities for public input were provided and documentation of the process and discussions were made available on the Town's website.

Following the Town Meeting vote, organizational arrangements were begun to pursue implementation of the plan's recommendations. Where new actions or spending are involved, final decisions will be made through the Town's normal channels of board and Town Meeting votes. Many of the action items will require some involvement by the Planning Board. Initially, the Board is likely to take the lead in a study of the area around Lincoln Station and consideration of various measures to strengthen review of development.

Part way through the year, the Planning Board changed its meeting schedule to assist other boards in satisfying access requirements to Town Offices for people with disabilities. The Board now meets on the second, third and fourth Tuesday evenings of each month, with the middle meeting usually reserved for business discussions, and public hearings scheduled on the other two dates.

The continuing economic recession has been reflected in the fact that no new major development projects have been submitted to the Board for review this year, and in slower than expected progress with construction of some approved projects. The Lincoln Station mall renovation was completed except for the proposed restaurant, on which discussions are now under way with a prospective tenant. The Board approved several new signs for mall tenants as administrative amendments to the special permit. Construction stalled for a few months on the Deaconess housing project "The Groves" but later re-commenced. Occupancy is expected in 2010.

The Carroll School withdrew its application for a large addition in November after purchasing a second campus for expansion in Waltham (the former Bartlett School). A proposed addition to the First Parish Church, for which a hearing was opened, is currently on hold.

The Board has reviewed a steady flow of smaller developments. It conducted single family residential site plan reviews for six new houses: two in approved new cluster subdivisions and four partial or complete reconstructions of existing homes, and for six additions or accessory buildings. It also approved minor changes to a few previously approved site plans. Preliminary discussions are now mandatory in many cases, under a change to the zoning bylaw passed in 2008.

Three wireless communication facility special permits were approved by the Board for a new operator, Metro PCS. These were on established WCF sites but involved new towers or greater height added to existing ones. Special permits were also renewed for two facilities. A court appeal by Verizon at the Tracey's site was settled with Verizon agreeing to install a shield on the aviation light on the tower but not to plant trees on an abutting property.

The Planning Board is responsible for subdivision control and in 2009 approved two small subdivisions, each creating two lots from one. It also endorsed four changes to lot lines under the 'Approval Not Required' provision of state subdivision law.

In June the Board held a joint hearing with the Tree Warden to consider the selective removal of trees on several town roads, proposed in connection with the Town's repaving project and NSTAR's wire maintenance. Under the Scenic Road bylaw, the Board approved the takedown of a majority of trees listed but withheld it for some it felt merited protection.

The only change made to the Zoning Bylaw this year was a minor correction to the section on signs. The Board is currently in discussion with the Agriculture Commission and the Green Energy Technology Committee on some potential amendments relating to those topics.

This Spring John Snell retired from the Board following a term of sterling service. Although Ephraim Flint was elected to this vacancy, he promptly resigned in favor of Dan Boynton, whose familiarity with the Route 2 Crosby's Corner project brings valuable expertise to the Board. In June, takings of the properties that are fully needed for the expanded right of way were executed. The Town hosted a presentation by Mass Highway and the design engineers, outlining the remaining tasks of 100% design, partial (strip) takings, construction staging and funding. Neighbors and town representatives continue to be involved in discussing design details and related issues.

## **REGIONAL PLANNING**

### **METROPOLITAN AREA PLANNING COUNCIL**

Established in 1963, the Metropolitan Area Planning Council (MAPC) promotes smart growth and regional collaboration in the 101 cities and towns of Metropolitan Boston. Our work is guided by our regional plan, "MetroFuture: Making a Greater Boston Region," which is the smart growth plan for the Metro Boston region. It includes detailed goals for development and preservation, and specific strategies to equitably distribute the benefits and burdens of growth.

MAPC works toward sound municipal management, sustainable land use policies, protection of natural resources, efficient and affordable transportation, an affordable housing stock, economic development, public safety, and equity and opportunity among people of all backgrounds. MAPC is governed by representatives from each city and town in our region, as well as gubernatorial appointees, state agencies, and other diverse leaders.

An Executive Committee composed of 25 elected members oversees agency operations. MAPC employs more than 40 professional staff under the leadership of an executive director. Funding for MAPC activities is derived from governmental contracts and foundation grants, and a per-capita assessment on member municipalities.

To better serve the people who live and work in Metro Boston, MAPC has divided the region into eight subregions. Each subregion is overseen by a council of local leaders and stakeholders, and a staff coordinator provides organizational and technical staff support.

### **MINUTEMAN ADVISORY GROUP ON INTERLOCAL COOPERATION (MAGIC) SUBREGION**

*Acton, Bedford, Boxborough, Carlisle, Concord, Hudson, Lexington, Lincoln, Littleton, Maynard, Stow and Sudbury*

MAGIC held eight regular meetings and three special meetings in 2009. The standard meetings consisted of local officials from the thirteen communities discussing green communities, transportation reform, transportation priorities, zoning reform, the Transportation Improvement Program (TIP) and Regional Transportation Plan (RTP), suburban mobility (two meetings), and other inter-municipal planning issues.

For the special meetings, MAGIC hosted its annual legislative breakfast to facilitate communication between municipal officials and the MAGIC legislative

delegation. MAGIC also hosted a Planners' Forum, and a full day GIS training session.

MAGIC generated several products throughout the year including a transportation priorities comment letter to the Boston MPO, a TIP comment letter, and an RTP comment letter. MAGIC also produced its annual work plan and updated its bylaws.

As part of the "MAGIC Mobility" meetings, MAGIC conducted a survey of its member communities regarding suburban mobility services and constraints in each town. MAGIC also voted to spend special assessment funds on two studies in 2010, including a suburban mobility study for the MAGIC towns and a feasibility study for a shared bicycle and bus rapid transit (BRT) path along the Mass Central Railroad right of way.

MAGIC updated its website this year, which can be found at <http://www.mapc.org/subregions/MAGIC>.

In addition to subregional activities, MAPC assisted with the following projects in the MAGIC subregion: Stormwater Bylaw and Regulation development in Sudbury, Overlay District Development in Littleton, the Battle Road Scenic Byway Corridor Management Plan in Concord, Lincoln, and Lexington, the Route 128 Central Corridor Plan in Lexington and Lincoln, and Pre-Disaster Mitigation Plans for all the MAGIC towns.

## ZONING BOARD OF APPEALS

Steve Daigle  
Joel Freedman  
Jefferson Macklin  
Dwight Quayle  
Margaret Olson, Associate Member  
Megan Stride, Associate Member  
David Summer, Associate Member  
John R.H. Kimball, Chair

There were 20 applications and appeals filed, 9 meetings held, and 27 applications for renewals in 2009. The list below represents some of the matters considered by the Board in 2009. One member of the ZBA, Anna Hardman, retired from the Board after many years of service and we thank her for her dedication. The Board welcomed one new member, David Summer, to fill one of three associate member positions, and Steve Daigle became a full member. We continue to have a full roster of 5 full members and 3 associate members.

### January 29, 2009

- The Carroll School, 25 Baker Bridge Road, renewal of a special permit for a temporary modular classroom GRANTED
- Jerodel Realty Trust and Stephen Gladstone & Susan Capestro, 63, 65 and 67 Winter Street, special permit to retain non-conforming status in a proposed subdivision GRANTED
- Thomas Darling, 7 Lincoln Road, special permit to construct additions to an existing home GRANTED
- Cayley Torgeson, 29 Lincoln Road, special permit to replace existing garage GRANTED

### March 26, 2009

- Jen Holleran and Andrew Clark, 8 Upland Field Road, special permit for additions to existing home GRANTED
- Lincoln Fuels, 110 Concord Road, special permit to sell propane gas DENIED
- 6 accessory apartment renewals GRANTED

### April 30, 2009

- Lowden SavATree, 15 Lewis Street, renewal of a 3 year special permit to operate a tree and landscape business GRANTED
- Builder's Club, 181 Lincoln Road, renewal of a 3 year special permit GRANTED
- Larry Herthel, 199R Concord Road special permit to install a utility shed GRANTED
- Kris Estes and Stephen Binder, 36 Beaver Pond Road, special permit to reconstruct a single family home and garage GRANTED

- Sarah and William Finsthwait, 79 Page Road, special permit for an accessory structure, a treehouse DENIED
  - 5 accessory apartments renewals GRANTED
- May 21, 2009
- Public Safety Radio Tower, 0 Bedford Road, special permit to maintain a tower for public safety emergency radio communications GRANTED
  - James Craig, 10 Farrar Road, special permit to construct additions to existing home GRANTED
  - Shapour Alam, 11 Brooks Hill Road, appeal of enforcement action by the Building Inspector GRANTED in part
  - 2 accessory apartment renewals GRANTED
- June 18, 2009
- Richard Gammack and Dawn Palmer, 23 Huckleberry Hill Road, special permit to construct additions to existing home GRANTED
  - Richard and Jennifer Flanagan, 74 Cambridge Turnpike, special permit to construct additions to existing home GRANTED
  - 1 accessory apartment renewal GRANTED
- August 13, 2009
- Yannis Ioannides and Anna Hardman, 17 Old Concord Road, special permit to construct additions to existing home GRANTED
  - Brian Telfer and Linda Tempelman, 274 Lincoln Road, special permit to construct additions to existing home GRANTED
  - Amy Joannes, 153 Lexington Road, seeking permission for use of the former Lawson's farmstand as a furniture refinishing workshop GRANTED
  - Neil Feinberg, 104 Concord Road, appeal of the enforcement action taken by the Building Inspector regarding Lincoln Fuels, 110 Concord Road GRANTED in part
- September 24, 2009
- 152 Lincoln Road, LLC, and Cambridge Trust Co., 152 Lincoln Road, renewal of a 3 year special permit GRANTED
  - Karen Seo, 37 Farrar Road, special permit for additions to existing home GRANTED
  - 1 accessory apartment renewal GRANTED
- November 19, 2009
- Jane and Robert Solar, 40 Deerhaven Road, variance from the width of lot requirement GRANTED
  - Fred Hopengarten, 6 Willarch Road, renewal of special permit for an amateur radio support structure GRANTED
  - 7 accessory apartment renewals GRANTED
- December 10, 2009
- Countryside Building and Dev. Corp. 31 Conant Road, special permit to reconstruct a single family home and garage CONTINUED
  - 1 accessory apartment renewal GRANTED

## **CONSERVATION COMMISSION**

Jim Henderson  
Joyce Hersh  
Ben Horne  
Ari Kurtz  
Sara Lewis  
Jim Meadors, co-Chair  
Peter von Mertens, co-Chair

Lincoln's volunteer Conservation Commission and the Conservation Department have a primary mission to preserve the ecological integrity of our land and water resources. If you are interested in learning more about the Commission please feel free to attend our public meetings, typically held on the first and third Wednesdays each month, or stop by the Town Office Building and meet the staff. Please contact our office to arrange a site visit if you want to discuss any natural resource issues on your own property or to arrange a meeting in the office.

Ben Horne and Ari Kurtz were reappointed to three-year terms and our staff remained the same. We have two fulltime staff; Tom Gumbart, Conservation Director and Anna Wilkins, Land Manager. Angela Kearney, our Conservation Planner works 30 hours/week, and Jane Layton, our Conservation Ranger works 20 hours/week (Jane worked full-time supervising two seasonal staff).

The Conservation Commission administers the MA Wetlands Protection Act and our local Wetlands Protection Bylaw. During permitting we conduct site visits, assist residents with the process, review permit applications, and conduct hearings with applicants to ensure that proposed projects do not adversely affect wetland and buffer zone resources. In most cases, the Commission requires that specific conditions be followed by an applicant for construction within 100 feet of wetlands or within 200 feet of any perennial stream. In 2009 there were 13 Notices of Intent, 12 Requests for Determination of Applicability, 1 Abbreviated Notice of Resource Area Delineation, 2 Enforcement Orders, and 1 Emergency Certification. We want to remind residents that prior to undertaking any land clearing activity or new construction you need to check with the Commission to see if your proposed work is located in a protected resource area. The Conservation staff is very willing to visit your property and offer guidance.

A resource we encourage everyone to use is a web-based Geographic Information System (GIS). From your home computer you can access a variety of data layers for the Town, ranging from lot lines to aerial photos to wetlands. Go to the website <http://www.mapsonline.net/lincolnma> to access this great program.

The Commission is responsible for stewardship of municipally owned conservation land and of private conservation restrictions held by the Town thus ensuring that these lands are preserved for future generations. Annual monitoring is done on all of these conservation properties. We work closely with

the Lincoln Land Conservation Trust, the Rural Land Foundation, and other organizations and agencies that own or manage open space within our borders. In 2009 the Commission accepted a Conservation Restriction on the 2.33 acre Millard property located on Tabor Hill Road and now owned by the LLCT. The land was acquired following a significant local fundraising effort and it protects vernal pool habitat, upland forest, and directly connects to the Osborne Farm Conservation Land. We also received notice that 21 acres of the MacDowell (formerly Van Leer) property were being taken out of Chapter 61A, the agricultural tax incentive program, thus giving the Town of Lincoln the right-of-first-refusal to purchase the property. To protect this scenic agricultural corridor will require significant collaboration between many entities including: the Town of Lincoln and its residents, the Rural Land Foundation, the LLCT, the MA Audubon Society, the MA Agricultural Preservation Program, and Roy MacDowell.

Community Preservation funds allowed us to make a significant effort on improving the Pierce Park ponds and drainage. The collapsed culverts in the system were replaced and the lower pond within the Pierce House driveway was cleaned out which will hopefully eliminate the annual flooding. Additional plantings will be installed in the spring of 2010. CPA funds also supported another year of expanded invasives control by Jane Layton and Anna Wilkins, with the help of two seasonal workers. In May we had a very successful community garlic mustard pulling day with over 80 people removing 200 trashbags full of this noxious weed. This event was cosponsored with the Lincoln Garden Club and the LLCT. We also assisted the Recycling Committee with their annual spring roadside cleanup. A generous grant of \$11,700 from the Ogden Codman Trust allowed for a second year of hemlock woolly adelgid control in the historic Codman Hemlock Grove. These projects were done in addition to the typical land management activities that range from field mowing to trail maintenance.

Agriculture is a valued aspect of our Lincoln community and the Conservation Commission is a strong supporter of local farming. The Commission licenses nearly 200 acres of Town-owned farmland to a dedicated and diverse group of farmers. Licenses are good for a five-year period and 2009 was the second year of this period. The farms currently on conservation land are: Blue Heron Organic Farm, Busa Farm, Codman Community Farms, Matlock (Flint's) Farm, The Food Project, Lindentree Farm, Red Rail Farm, Turtle Creek Winery, and Verrill Farm. If acquired the MacDowell property will provide additional farming opportunities.

Our organized educational offerings continue to include a variety of public natural history outings and talks cosponsored with LLCT. New this year were nature walks with the Lincoln Nursery School and Kindergarten classes. Our weekly series of Wednesday morning hikes continued in the spring and fall. The monthly series of Conservation Coffees continues to be successful. These are informal gatherings of individuals interested in conservation and land-related issues in Lincoln. If you want to be on the e-mail list to be notified about these and other events or have other questions or concerns, please contact Tom Gumbart at the Conservation office (781-259-2612 or [gumbart@lincolntown.org](mailto:gumbart@lincolntown.org))

## **Lincoln Land Conservation Trust (LLCT)**

Kenneth E. Bassett  
William G. Constable, President  
Dwight L. Gertz, Secretary  
Susan M. Klem  
John C. B. LeGates  
Gwyneth Loud  
Ellen B. Meadors, Treasurer  
Paul Svetz  
James C. Fleming, Chair

The Lincoln Land Conservation Trust (LLCT), founded in 1957, is one of the oldest, private, volunteer, land trusts in the US. The LLCT also has the distinction of holding the oldest private conservation restriction (known outside of Massachusetts as a conservation easement) in the US, dating back to 1962. The LLCT is dedicated, per its mission statement, to “maintaining the rural character of the Town for the benefit of the inhabitants of Lincoln.” Throughout its five decades of conservation work, the LLCT has only been able to fulfill its mission through the selfless efforts of the LLCT’s trustees, members, donors, friends, along with people from other like-minded groups in Lincoln.

The LLCT added five trail easements and a conservation restriction to its holdings this year. Thus the Trust enters 2010 owning, or having stewardship responsibilities for, more than 1,000 acres of land that not only enhances Lincoln’s bucolic landscape, but also helps provide important wildlife habitat, scenic vistas, clean drinking water, and myriad recreational opportunities for our fellow citizens. Together with the Town’s Conservation Commission (ConsCom), the LLCT maintains more than 75 miles of well-used trails throughout Town.

The year 2009 continued a tradition of stewardship collaboration with the Lincoln Conservation Commission, with two LLCT staff interns working with the Town’s Conservation Land Manager to conduct on-site visits and written “monitoring” reports on every parcel of conservation land within the jurisdiction of the Town or the LLCT. This amounts to over 2,200 acres of land as well as many, many miles of boundary lines. These monitoring reports are reviewed against the baseline information for a parcel to assess any changes to the land and/or compliance with the terms of a CR. These “Baseline Studies” and supplemental “Monitoring Reports” are available for review at the Lincoln Conservation offices.

Expanding on the theme of collaboration with other Town groups and organizations in 2009, the LLCT continued to work more closely with its private conservation “sister” group, the Rural Land Foundation (RLF). Given the increasing complexity of land transactions, the RLF’s paid staff and trustee expertise in acquisition and “conservation subdivision” to protect land has been invaluable to the town and a great resource to the LLCT. The two organizations’ continued close relationship, including the sharing of staff and other resources,

not only facilitates the LLCT's primary role as steward, educator, and advocate for protected land but helps maintain each organization's focus on the Town's master plan for protecting "lands of conservation interest."

The LLCT's efforts to involve town residents in active stewardship were well received in 2009. Several projects were particularly noteworthy, including a morning of fence mending and wall clearing with Page Road Associates; invasive removal and field edge clearing with the Farrar Pond Condo Association, and support of the ConsCom's "Garlic Mustard Pull." In addition, the LLCT continued its popular program "Walks & Talks," which are visits to various protected parcels of land in Lincoln that are led by experts in a particular discipline. This year's programs included an exploration of vernal pools, spring plant identification, and a migratory bird identification program.

The LLCT's education efforts to get kids out on the land in 2009 underscored the power of collaboration with other Town groups. "Dirty Hands Whole Hearts," provided a forum for discussion of the importance of keeping kids connected with their natural surroundings and getting kids out on the land. The LLCT's Education Committee initiated this insightful program and solicited the assistance and support of many town groups including the Lincoln School PTA, Lincoln Family Association, Lincoln Nursery School, Codman and Drumlin Farms, as well as the ConsCom. The Lincoln Passport program, which encouraged kids to get their "passports" stamped for traversing various trails in town, was made more successful by the support of Friends of the Lincoln Public Library and the ConsCom. The LLCT also provided a grant for professional development workshops for teachers at the Lincoln Schools "to enhance the ecological focus the existing science curriculum." This program was delivered by Drumlin Farm. Finally, as a part of a Community Service Day, the LLCT's Education Committee ran an interactive middle school program to help kids better understand the relationship between habitat preservation and wildlife survival.

Throughout 2009, the LLCT remained a vigilant protector of the land for which we are responsible. Occasionally this has called for simply advising or reminding landowners of their responsibilities with respect to protected land they own or abut. In other, more severe instances, the LLCT has resorted to appropriate formal action to enforce the terms of a CR or to protect land owned by the Trust.

The LLCT, like many other volunteer land trusts, must continually find insightful ways to address the increasingly complex nature of land preservation. From "conservation subdivision" pioneered by the RLF as a method of saving land, to the holding of restrictions on house size and architecture, conservation efforts in Lincoln must continue to creatively and diligently balance many competing interests. As we work to protect the important conservation land and historic landscapes in Lincoln, the LLCT trustees are grateful for the support of our members and for their financial contributions that make this work possible.

**Lincoln Land Conservation Trust**  
**Preliminary selected financial information**  
**as of January 6, 2010**

2009 Receipts	
Direct Public Support (Contributions)	25,968
Land Acquisition Donations	0
Grants	0
Sale of Trail Maps and Books	824
Recycling Funds	0
Agriculture Leases	0
Investment Returns	7,485
Miscellaneous	0
 Total Receipts	 34,277
2009 Expenses	
Land Management wages	8,029
Stewardship wages	15,511
Land Acquisition Expense	0
Insurance	2,497
Equipment and Maintenance	2,455
Mowing and Maintenance	2,204
Legal and Filing Fees	35
Accounting and bookkeeping	2,100
Maps	0
Printing and Postage	228
Property taxes	0
Materials and Miscellaneous	534
Net unrealized losses (gains) on investments	0
 Total Expenses	 33,593
Balance 12/31/09	
Lincoln Conservation Fund	150,459
Investment funds	314,895
Jean W. Preston Memorial	27,735
Cambridge Savings Bank	27,179
 Total balance 12/31/09	 520,268

## AGRICULTURE COMMISSION

Nancy Bergen  
Lynne Bower  
Jay Harrison  
Jennifer James  
Kip Kumler  
Ari Kurtz

Margaret (Peg) Marsh  
Ellen Rajah  
Beth Taylor  
Kit Carmody, Co-Chair  
Christy Foote-Smith, Co-Chair

The geographic Lincoln we know today was originally part of Concord, Watertown/ Weston and Cambridge/Lexington and was made up of farms. Following years of maneuverings, the creation of a Lincoln Parish, and continuing conflicts over the building of public roads, Lincoln's founders convinced the Massachusetts General Assembly to authorize the establishment of the Town of Lincoln in 1754. The new geographic bounds and the limited public road system—with the town's center placed in a remote area rather than along a major roadway—guaranteed that the town would remain a primarily agricultural community, leaving retail and commercial endeavors to its neighbors. Lacking large rivers with hydraulic power for industrial development, Lincoln remained primarily agricultural throughout the nineteenth century. Even when the train came to town, 25 years would pass before any commercial enterprises (a store and pickle factory) developed around the station. Farming changed, becoming more market oriented, but the community's essential agrarian character remained. While farming slowly declined in the twentieth century, the post-World War II era brought especially significant challenges, with the rapidly increasing suburbanization of the Boston metropolitan area, including Lincoln. In response, the town demonstrated a commitment to agriculture and open space with zoning initiatives, followed by protection through large land acquisitions. In the 1968 town report, as they worked on the open-space plans and prepared for a 566-acre purchase for conservation, Lincoln's Conservation Commission expressed the overriding philosophy:

*Our concept is grounded in the Town's two hundred year history as an open space community. It takes note that, unlike our neighboring towns such as Concord and Lexington, Lincoln did not develop as a village to become a comprehensive socio-economic unit. Rather, the town developed as a rather homogeneous farming community relying on neighboring commercial and service facilities. In return, it has served the citizens of its neighboring towns as an open space oasis. Our present concept is but an extension and enlargement of this traditional role. It squares with our history, our opportunities, and, as we see them, our obligations.*

The most recent and visible commitment to agriculture is seen in the acquisition of Codman Farm lands and buildings to support the creations of Codman Community Farms as an ongoing agricultural endeavor, and the protection of numerous agricultural fields though out Lincoln that help keep lands available for

agricultural enterprises such as Flint's Farm, Linden Tree Farm and The Food Project and others. It is with this background that the Lincoln Board of Selectmen, with the backing of a Town Meeting vote in March 2006, created an Agricultural Commission to ensure that the intent of our founding fathers in the eighteenth century is carried into the twenty-first century, as we seek to continue to fulfill our commitment to our history, our opportunities and our obligations in preserving agriculture in Lincoln for the benefit of future generations. Commission members were appointed in late 2008 and the commission began meeting in early 2009.

The purpose of the Agricultural Commission is to preserve, protect and promote agriculture in Lincoln: to provide leadership, technical guidance, vision, planning and coordination to help support, define, promote and enable new agricultural opportunities, stability and enhancement of ongoing operations as well as foster strong community and regional support that will work to create a sustainable agricultural community in Lincoln. The Commission will also seek further protections for existing agricultural lands, the identification of new lands for agricultural use, both public and private, and work to assist in natural resource management that is consistent with sustainable agricultural practices.

The work of the Commission is to pursue all initiatives appropriate to the mission. This would include working closely with all town boards and commissions (Planning, Conservation, Zoning, Board of Health, Historical Commission, Assessors, etc.), promoting agriculture to the town, and with regional and state agencies to ensure that all initiatives are consistent with promoting a sustainable agricultural community.

During the past year, the commission has worked with the Conservation Department to begin the arduous task of identifying types and locations of Lincoln's many commercial and non-commercial agricultural activities. The commission has begun to research and develop a "Right-To-Farm" bylaw for Lincoln. And the commission has worked with Town Counsel and the Planning Board to develop proposed revisions to the zoning bylaws to create consistency with state laws pertaining to agriculture. Proposed changes will be presented to Town Meeting in 2010.

## LINCOLN HOUSING COMMISSION

Pam Gallup  
George Georges  
Connie Lewis  
Phyllis Mutschler  
Mary Sheldon  
Renel Fredriksen, Chair

In 2007, Lincoln reached its goal of having 10% of its housing stock affordable. This target keeps us safe from hostile 40B developments until the new federal census numbers are released in early 2011. At this writing, we anticipate that we will be short between 4 and 6 units to maintain that 10% goal. We have a few irons in the fire and are optimistic that we will close this gap in time to keep the Town out of danger. While meeting State guidelines is far from our sole purpose, the severe potential cost to the Town if we do not maintain these numbers did drive much of our work in 2009.

The second of two group homes supported with CPA funds opened in early January. At Town Meeting this year, the Town showed its overwhelming support for affordable housing and housing for the disabled, for which we were very grateful.

In preparation for updating the Consolidated Housing Plan, the Commission produced an interim report. Work on the plan itself will begin in 2010 and move into full swing when the census figures are available in 2011.

Members of the Housing Commission and the Historical Commission held a public meeting to discuss how we might work together to preserve some of Lincoln's older, smaller homes which could potentially be lost to demolition or radical expansion. Until after the 2010 census, we cannot be proactive in this area, but we will continue to gather ideas for the future.

This year saw B-J Scheff retired from the Commission after serving for over 16 years. During this period, B-J has been involved in every aspect of affordable housing in Lincoln, has worked with every Board in Lincoln and every department in the Town Offices. Her knowledge of State agencies proved invaluable on many occasions. The Town owes her a great debt for her years of service. Fortunately for all of us, she is continuing to serve the Town as a member of the Affordable Housing Trust.

While we miss B-J, we were very pleased to gain Connie Lewis on the Commission. In her first year, she has shown herself to be a valuable addition to the Commission.

As always, we remain indebted to Earl Midgley, Building Inspector, for his attention to property maintenance and for sharing his expertise on construction. We appreciate the assistance of Elaine Carroll in fielding phone calls, and maintaining lists and rental agreements, Debra Parkhurst for a variety of support tasks, and Tim Higgins and Anita Scheipers for their valuable contributions on many issues. Town Planner Mark Whitehead has been a valuable resource on many housing and planning issues and in coordinating our work with the Planning Board and the ZBA.

We are very appreciative of the support of the Lincoln Foundation, Community Preservation Committee, Disabilities Commission, Historic Commission, and the residents of Lincoln, who continue to support affordable housing in our town. Lincoln is very fortunate to have such dedicated residents and employees supporting our efforts to maintain the diversity and rural, small town character of Lincoln.

## **HISTORIC DISTRICT COMMISSION and LINCOLN HISTORICAL COMMISSION**

James Craig (Historic District Commission only)  
Andrew Glass (Alternate – HDC & LHC)  
Kerry Glass  
Henry B. Hoover, Jr. (Alternate – LHC)  
Kenneth Hurd (Historic District Commission only)  
Jack MacLean (Alternate - HDC)  
Andrew Ory  
Colin Smith  
Laurence W. Zuelke (Alternate – LHC)  
Lucretia Giese (Chair for LHC)  
Ruth Wales (Chair for HDC)

The Lincoln Historical Commission is responsible for preservation of all structures outside the Historic District and also reviews requests for demolition under the Demolition Delay By-law. The Historic District Commission reviews applications for all exterior changes within the District visible from a public way. The Commission welcomed new alternate members: Larry Zuelke and Harry Hoover to the Lincoln Historical Commission and Andrew Glass to the Historic District Commission.

### **Lincoln Historical Commission**

#### Demolition Approvals:

69 Silver Hill Road – house (after demolition plan review)  
5 Hawk Hill Road – one-third of dwelling infested with mold (to be restored)  
9 Tabor Hill Road – house (after demolition plan review)  
76 Old Sudbury Road – house

#### Demolition Denial:

41 Brooks Road – house (area of National Park)

### **Historic District Commission**

#### Certificates of Appropriateness:

29 Lincoln Road – replacement of windows and replacement of garage  
5 Sandy Pond Road – minor changes to an approved plan  
7 Lincoln Road – renovations and addition of kitchen and family room  
32 Lincoln Road – replacement of 3 kitchen windows  
15 Bedford Road – new roof  
58 Codman Road – restoration of Codman Farm Barn A  
7 Lincoln Road – changes to an approved plan  
5 Sandy Pond Road – approval of one French door on rear of addition

Certificates of Non-Applicability:

44 Codman Road – partial roof replacement at Codman Estate  
44 Codman Road – stone wall repairs at Codman Estate  
68 Baker Bridge Road – stone wall repairs at Gropius House  
23 Bedford Road – repairs to barn (not visible from public way)  
38 Lincoln Road – roof replacement  
2 Bedford Road – partial roof replacement  
41 Bedford Road – roof replacement

Denial of Certificates of Appropriateness:

36 Lincoln Road – metal stovepipe on shed  
17 Weston Road – split rail fence along left side of driveway at Pierce House

Other Business by Lincoln Historical Commission in 2009:

1. Approval of Historic District Signs to be placed as you enter the Lincoln Center Historic District. With the help of Chris Bibbo of the DPW, signs were put up on Lincoln Road, Bedford Road, Sandy Pond Road, Trapelo Road and Weston Road.
2. Completion of inventories by Lincoln historian Jack MacLean for the Wheeler Farm, Thompson-Page Cottage and the Foster-Storey House. A CPC grant of \$8,250 voted at Town Meeting funded inventory work by outside researcher Rosemary Fox of 35 architecturally significant Lincoln houses constructed between 1900-1930.
3. Support for legislation to increase the penalties for theft or destruction of stone walls.
4. Worked with Board of Selectmen and Conservation Commission regarding restrictions on 18 Twin Pond Lane.
5. Visitation made to two properties with Preservation Restriction Agreements between owners and the Town of Lincoln “acting by and through the Lincoln Historical Commission”: The Wheeler Property on Bedford Road on June 30, 2009; and the Flint Homestead on Lexington Road on November 21, 2009. The purpose of such annual visits is to ensure that significant features of the properties listed in the agreements have not been altered.

## LIBRARY, RECREATION, AND SCHOOLS

### TRUSTEES OF THE LINCOLN PUBLIC LIBRARY

2009

#### Term Expires

Diana Abrashkin,	Self-Perpetuating	
Jacquelin Apsler, Chair ,	Selectmen's Appointee	2011
Marshall Clemens	School Committee Appointee	2009
Alfred Kraft	Self-Perpetuating	
Peter Sugar	Self-Perpetuating	
Susan Taylor	Elected	2010

**Overview** –Total circulation increased 12.5%, patron visits increased 32%, reference questions increased 3%, and web visitors decreased 0.03% in FY 2009. The renovation of the vault and Lincoln Historical Room was completed. The Friends of the Library had a Newcomer's Party in October. Nadine Rebovich retired after ten years of excellent service to the Town.

**Budget and Finances** – At Town Meeting in March Lincoln residents approved a 3.7 percent increase to the Library's operating budget to \$835,281. This budget allowed the library to maintain level services. The Library Trustees' warrant article for regularly scheduled maintenance activities and repairs (\$27,000) also passed at Town Meeting.

**Programs** – The Children's Room conducted the usual weekly storytimes within the library as well as at local preschools and at Lincoln Extended Day Program. Also continued were the book discussion groups for children in grades 3 and grades 4-5 and a monthly preschool sing-along with musician Ed Morgan. Milissa Fellers joined our staff for 6 months while Debbie Leopold was on maternity leave and Milissa has been a wonderful addition! During Winter Carnival, The Boston Lyric Opera presented a preview of "The Magic Flute". "Down on the Farm" was the theme of February school vacation week. Programs included Daisy the Pig and Farmer Minor, "Down on the Farm" songs and dancing with Miss Elaine, and a Farm Friends visit from Drumlin Farm's Audubon Ark. There were drama workshops for children ages 9 to 12 for four Saturdays in March and April conducted by drama teacher and stage director Marilu Nowlin. Author Zach Shapiro, who grew up in Lincoln, came to the library on April 13 to read from his picture book and sign copies. "Medieval Days and Knights" was the theme of April school vacation week with visits from the Higgins Armory Museum, Alexander King of the Jesters, and Good Heart Production's "Once Upon a Medieval Time". In June, the Children's Dept. partnered with the Lincoln Land Conservation Trust and the Lincoln Conservation Department to sponsor an ongoing "Passport to Lincoln's Conservation Land", a chance for Lincoln families to explore 7 hikes on Lincoln trails with a passport and prizes. "Starship Adventure at your Library" was the theme of this year's Summer Reading

Program which included a Reading Club Kick-Off and Ice Cream Party as well as weekly preschool storytimes and activities. Special visitors included Robo the Friendly Robot, the Museum of Science's Starlab, comic mime Robert Rivest with Science in Motion, Starship Music with Wayne Potash, and the Schlitz family and their Mountain Musher dogs. Pre-teens and teens enjoyed a Game Night of DDR and Guitar Hero as well as a Pizza Party and bingo. Fall brought a chance to learn to sign a song from High School Musical with Carol Flynn, the return of famed storyteller Jim Weiss, Halloween songs with Wayne Potash, swashbuckling stories, songs and games at "A Pirate's Life for Me", and collaboration with DeCordova for monthly story/craft programs there. In December, the Tanglewood Marionettes presented "The Fairy Circus" to a full house. The December winter decorations and crafts were designed by Dana Weigent. The Young Adult Room underwent a "facelift" through generous funding from The Brooks and Joan Fortune Family Foundation, The Stratford Foundation and The Friends of the Library.

The Adult Department had a busy year of programming. The Friday Morning Book Group's theme "Quests and Longings" continued in January, with the world's greatest quest books, Don Quixote and On the Road. In the Fall the group began to read "Pulitzer Prize Winners with a Southern Accent". Classic Jazz is still going strong. Vern Welsh, Gene Darling, and Hal McAleer lead this group, and keep the Tarbell Room jumping! Ed Williams retired this year after 27 seasons of Classic Jazz! Without Ed this program could not have survived and grown so popular. The Photo Share group keeps on going with lots of audience participation. Patty Levy led a Career Management series which was also a hit. Special Programs paid by the Friends included a wonderful one-man show about Abraham Lincoln at Bemis Hall, and collaborated with other groups to bring Travis Roy to Lincoln in the Fall. Mystery Mondays and the Write Stuff groups are led by Jeanne Bracken and they are going strong. The Mystery Monday theme ranged from "Classic Mysteries" to "A Second Sherlock Summer" and the beginning of "Location, Location, Location" which showcases mysteries with a great sense of place. A Sunday Afternoon Tea in the Tarbell Room during Winter Carnival sponsored by the Friends and the Mystery Monday Book group drew dozens of residents to sample goodies made from recipes in culinary mysteries. The Write Stuff has developed into a strong supportive opportunity for writers of all levels to develop their craft; two public readings provided an opportunity to share their work. The Gallery at the Library is busy all the time with so many wonderful local artists with such varied talents. The Stay-Put Coffee Spot and the Glass cases are additional exhibit spaces, and they too add so much to the ambiance here. Thanks to all the artists!

We are grateful to all those who contributed to another successful program season -- Amy Gavalis, Jane Flanders, Deb Leopold, Milissa Fellers and Dana Weigent in the Children's Room, and Ellen Sisco in the Adult Department and Jeanne Bracken in the Reference Department. We also thank the Friends of the Lincoln Library, Inc. for their financial support of many of these programs.

## RECREATION COMMITTEE

Susan Collins  
Chris Fasciano  
Ted Julian  
Ingrid Neri  
Jane Tatlock  
Noah Eckhouse, Chair

The Lincoln Recreation Committee and Recreation Department strives to provide affordable and diverse leisure opportunities, community-based special events and safe recreational facilities to enhance the quality of life for Lincoln residents of all ages. They set policy and oversee all facets of the department including: community programs, athletic fields, tennis courts and playgrounds; the Codman Pool, Lincoln Summer Day Camp, the Winter Carnival, and all Celebration Events; as well as strategic planning and facility development.

We deliver these services on a largely cost neutral basis to the Town, as user fees typically recover 80-90% of our annual operating budget. In addition, we offer all our programs via web registration and accept credit card payments – well over half of our 2009 revenue comes in through the web. As the Town navigates some challenging fiscal waters, we strive to contribute (and not deplete) town resources and add to the fabric of daily life.

The Recreation Office is located in the Hartwell A Pod on Ballfield Road. We would like to thank the Lincoln Public Schools for their continued support by providing office and programming space. The office is generally open 8:30am - 4:30pm, but we recommend calling (781-259-0784) before you come down because our staff may be out supporting programs at any given time.

During the school year we offer a wide variety of children's programs, special events, trips, sports and adult education classes. All Lincoln residents and private school students are encouraged to participate. A full list of program and facility information, as well as online registration is available at [www.LincolnRec.com](http://www.LincolnRec.com).

The Department maintains the town's athletic fields and baseball diamonds with annual cycles of slice seeding, aerating, and lime/natural fertilizer applications. This will develop healthy, safe turf for the benefit of the public schools, sports leagues and community programs. We would like to thank our youth sports organizations, Lincoln Youth Soccer and Lincoln /Sudbury Little League, for their contributions to help offset our costs.

In fiscal year 2009, the department generated approximately \$316,000 in revenue and recovered approximately 90% of its budget. In addition to our well-attended community programs, we sold over 100 family tennis stickers and over 55 individual tennis stickers. The Codman Pool had over 280 memberships, its'

swim team had 137 swimmers, and 95 public swim lessons were conducted. The summer day camp filled over 790 camper slots and our specialty camps filled an additional 80 slots. Our youth basketball program has approximately 110 players and our adult fitness program has over 80 participants.

Our Events Subcommittee oversees annual town wide events including Patriots Day, Memorial Day, July 4<sup>th</sup> and our summer concert series. Congratulations to all our volunteers for a job very well done! We also send special thanks to our sponsoring businesses. We are grateful for their cooperation.

Special mention goes to Jen Flanagan, our July 4<sup>th</sup> Road Race Captain, who initiated an additional event, the *Gobble Wobble* (pictured), a charity run on Thanksgiving morning that attracted 95 participants, who each donated a bag of groceries to local food pantries! We plan to continue this event annually and hope to see you there.

Recreation facilities and offerings are a wonderful component of the Lincoln community and we thank you for your support. We are always looking for new ways to meet the changing needs and interests of community and welcome any suggestions and ideas.



## PIERCE HOUSE PROPERTY

Jean Horne  
Lucia MacMahon  
Max Mason  
Walter Salmon  
Judy Gross, Chairman

Wildlife Division Report: By Richard Silver, House Manager and Wildlife (of various sorts) Controller

In the early spring Mama Duck laid six eggs within six inches of the main walkway at the base of the stairs. For 32 days we waited with great anticipation only to awake one morning with excessive quacking. Unfortunately there was a Fisher living on the property, who also heard the chatter and now has a very high cholesterol count.

As many people have noticed the pond repair was a major procedure especially in the wildlife circles. This enabled a family of muskrats to move into a newly abandoned pipe and Ralph, our resident Great Blue Heron feasted on the goldfish, as the large pond was drained to within a ½ inch in the center. He was seen with bits of gold hanging out of his beak. However the high point of the day was for the 12 snapping turtles who enjoyed the ride of their lives being moved from pond to pond via the excavator.

All in all it was a procedure that will long be remembered by the various residents of the property! Many thanks to the DPW for their care of all involved.

As far as human activity on the Property, of the paid events there were 40 weddings, 2 clothing sales, 1 film shoot, 2 Bar Mitzvahs 3 corporate events , 3 Funeral Receptions and of course the Annual Town Celebrations, the 4th of July and New Years Day and Farewell Parties.

We want to thank Richard and Susan Silver for their help in all of these events and Dana Mahnken who continually keeps the house from falling down. The Deer have been helpful in keeping the pruning costs down although we wish they had a better eye for design. Speaking of design, Nancy and Jim Henderson of Henderson/Striker have done and are doing a great deal of landscape improvement for the Property.

On a more serious note, we will miss our friend Dennis Botelho. Dennis was instrumental in helping to maintain and improve the property for the past 30 years.

Judy Gross, Chairman

## LINCOLN CULTURAL COUNCIL

Melinda Abraham  
Sarah Bishop  
Amy Goodwin  
Barbara Low (Treasurer)  
Joanie Schaffner  
Susan Welsh  
Jay Hersh - Chair

The Council is a local agency which is a part of the Massachusetts Cultural Council, a state agency. Council members are selected by the selectmen, but the Council does not derive any of its funding from the town's annual budget. The Massachusetts Cultural Council is funded by the state legislature. Based upon funding it receives, The MCC determines the amount of money allocated to each local council. Given Lincoln's small population, we receive the minimum allocation each year.

For calendar year 2009 the Council received \$4300 from the Massachusetts Cultural Council. In any given grant cycle, if all funded grants are not completed, unused grant money must be granted out in the next cycle after it becomes unencumbered. As a result of timing anomalies, money from previous cycles became available to grant for the calendar year 2009 cycle in a larger than usual amount. The Council ended up having just over \$7000 available to grant.

As of the end of calendar year 2009, ten of the grants funded from applications received in October 2008 were completed. Grant funds totaling \$6185 were dispersed to grantees who completed these projects. An additional \$52.40 was spent on administrative expenses for a total of \$6237.40. Completed grants included music, fine art, and drama including:

- Spoken word artist, Baba Brinkman, presented a modernized version of Chaucer's *The Canterbury Tales* in Rap at LSRHS, and worked with students in writing workshops.
- Delvina Theatre Company performed "Where Ya Been, Amelia?" — an interactive drama about Amelia Earhart hosted by the Council on Aging.
- A hands-on pastel workshop, *Monet's Magic Garden*, conducted by Gregory Maichak at the Lincoln Library to a packed room.
- Macro Photography Photo Workshop organized by Jay Hersh culminated in a photo exhibit in December 2009 of photos of native plants, flowers, and mushrooms taken by Lincoln residents.
- DeCordova Museum's annual Art in the Park event.
- Folk music performance by Yankee Notions at the Codman Harvest Fair.
- Classical music performance *Serenades and Tangos — Flute and Guitar* by Deanna Johnson and Berit Strong.

In addition to the above directly funded performances, the LSRHS music dept. benefited from a grant which helped fund the chorus group's 5 day trip to New York for a residency at Carnegie Hall, culminating in a performance conducted by composer John Rutter of his Gloria mass. Upon their return, the chorus gave a free concert in Brooks Auditorium of works studied at the residency.

We also enabled the LSRHS orchestra to attend a Boston Symphony rehearsal of Beethoven symphonies and provided funding for music enrichment for the C.A.S.E. special needs children during their summer program.

In addition to our work funding worthwhile programs which benefit our town, the Council was active in other areas. Because of a nomination submitted to the MCC by our chairman, former Lincoln resident Miranda Loud and her group, Rialto Arts, were awarded a Massachusetts Cultural Council Gold Star Award for their multi-media presentation, *Buccaneers of Buzz: Celebrating the Honey Bee*, which premiered in Lincoln the previous year. State Senator Susan Fargo and staff from the Massachusetts Cultural Council presented Miranda with a plaque at a public reception held at the library. As the funding Council, we received a \$200 award for use in 2010.

The Council thought increasing awareness of disability issues in the town was a worthwhile endeavor. Therefore, in collaboration with the Friends of the Lincoln Library, the Lincoln PTA, and the Lincoln School Foundation, each of whom provided funding, and with in-kind assistance from the Lincoln Schools, the Commission on Disabilities, and the Lincoln Journal, the Council brought motivational speaker and quadriplegic, Travis Roy, to speak in Lincoln on September 22. Middle school students from Lincoln and Hanscom attended an in-school, afternoon program which was followed by an evening talk open to the community at large. In total, over 600 people attended these talks and were deeply moved and inspired.

Under MCC regulations, projects conducted in the 2<sup>nd</sup> half of a calendar year can seek retroactive funding in the subsequent year's grant cycle. Our Council originated its own grant proposal and submitted it to the MCC where, due to hard work of Council members, the support from the community at large (as demonstrated by the number of groups who worked with us on and/or funded the event), and the excellent attendance at the event, it received approval. As a result the Cultural Council was able to fund this event with state funds.

Finally, this year the Council developed and approved its own set of local policy guidelines governing the submission of grant applications. Although not mandatory, the Massachusetts Cultural Council encourages all local cultural councils to do this. The Council developed a draft, voted to accept it, and then held a public comment period. Subsequent to public review, the Council met once again and voted to formally adopt these guidelines.

## **LINCOLN SCHOOL COMMITTEE**

Jennifer Glass  
Cynthia Nunes-Taijeron (Hanscom Representative)  
Robert Orgel  
Louann Robinson (Hanscom Representative)  
Tom Sander (Vice Chair)  
Al Schmertzler  
Julie Dobrow (Chair)

The Lincoln Public Schools completed another successful year in which our students continued to learn and grow in a high quality pre-kindergarten through grade eight school system. They demonstrated their knowledge and newly developed skills in many different ways on a variety of “stages.” Students excelled in their classrooms, on the stage in musical and theatrical performances, on the athletic fields and in our community. Their learning continues to be guided and supported by a caring and professional combination of teachers, tutors, assistants and administrators. We also appreciate the contributions of the volunteers and staff who support instruction; our custodians, food service staff and technology team and the many parent volunteers who provide the support needed to maintain a quality educational experience through their many and varied efforts.

Improvements: The School Committee and Administration continued efforts to realize the district’s strategic goals in the areas of (1) curriculum, instruction and assessment, (2) teacher excellence and professional development, (3) leadership and school culture, and (4) facilities, operations, health and safety. The district has been able to make several important program improvements with the generous resources provided to our schools by the Lincoln community and through our contract with the federal government to operate the schools at Hanscom Air Force Base.

Work on the district’s curriculum was our main focus during the 2008-2009 academic year.

On the academic front we continued the successful implementation of a new elementary mathematics program for grades kindergarten through five, expanded the foreign language program to begin instruction in Spanish in grades four and five, and adopted strategies for advanced learning opportunities for students who demonstrate the knowledge, skill and interest for more challenging academic work. At the Middle School level we began the implementation of a new mathematics curriculum for students in grades six through eight and for the first time offered leveled mathematics courses, including an Advanced Algebra I course for students who were ready for that level of mathematical challenge. We also offered to students in grades seven and eight the opportunity to enroll in middle school or high school courses through our affiliation with the Virtual High

School Program. Students who enrolled in VHS classes took them online with students and teachers from across the country in a variety of subject areas. Their work was exemplary and we anticipate that more students will take advantage of this advanced learning opportunity in the years ahead.

In the area of science and technology we have redesigned the science curriculum so that the sequence of topics and learning activities align with state and local learning standards and prepares our students for more rigorous high school science classes. We have also expanded Engineering Technology into grades seven and eight in order to teach students about the design process. This is an exciting hands-on curriculum in which students develop ideas using scientific knowledge along with design and manufacturing principles.

Academic learning expectations for all subjects and grade levels are now posted on the district's new website and the faculty is working to develop common assessments in order to determine individual students' progress toward meeting these standards.

The district began its efforts to teach students about community service and civic engagement. The Lincoln School hosted the Middle School Conference for Education and Leadership for a Non-violent Age (ELNA) in October. The conference attracted nearly three hundred middle school students from surrounding towns who heard a keynote presentation by Tom Sander, Vice Chair of the Lincoln School Committee and Executive Director of the Saguaro Seminar: Civic Engagement in America at Harvard's Kennedy School. Following the keynote, students elected from among twenty-five workshops dealing with community service learning and civic engagement. The School Committee believes that giving back to the community and learning from the experience is a powerful experience for all students and hopes to find additional ways to include these experiences in the district's curriculum, including ongoing efforts to teach and engage students in Lincoln's town government

Professional development: The School Committee remains committed to the continued learning of the faculty and staff and supports the district's efforts to help teachers remain current in their practice. There was a sustained focus on supporting teachers to integrate technology into their classrooms as part of the district's on-going technology initiative. The most significant effort was made to continue to support the adoption of the new elementary mathematics program and to begin the implementation of the new middle school mathematics program. At the elementary level, professional development in the Responsive Classroom<sup>®</sup>, a curriculum to build school culture and develop the social and emotional aspects of every student was started. Twenty teachers in our elementary school began this initiative which we plan to continue next summer and into the Middle School through a program titled Developmental Design<sup>®</sup>.

Finally,, the faculty has begun a review of the learning standards and curriculum for English language arts.

Leadership and contracts: The leadership of the Lincoln Public Schools remained relatively consistent for the 2009-2010 school year. We did bid farewell to Mark Kaufman who had served as the Principal of Hanscom Middle School and is now retired. We welcomed Erich Ledebuhr as our new Principal at Hanscom Middle School. The School Committee completed a successful negotiation with the Custodian's Union, for a new three-year contract that is beneficial to the staff, the Town and the Lincoln Public Schools.

Facilities: The School Committee was notified by the Massachusetts School Building Authority that, based on its Statement of Interest, it would be invited to participate in the Feasibility Phase with MSBA to seek appropriate solutions to the school's facilities needs. This is the first step in a rather lengthy process of improving the district's educational facility with funding support from the State.

A series of capital projects were funded by the Capital Planning Committee and completed during the summer of 2009. These included the replacement of the roof on the Reed Field House and the removal of asbestos tiles from the area around the Auditorium and replacement with non-asbestos composition tiles.

Recognition: Lincoln and Hanscom students continued to demonstrate outstanding academic, athletic, artistic and civic accomplishments. At the end of the school year we honored our graduates. Seventy-two young men and women graduated from Lincoln School and 43 from Hanscom Middle School. We wish them the very best for continued success in high school and beyond.

We also bid farewell to a number of retiring teachers last June. The School Committee thanks them for many years of caring, compassionate service to our students and wish them well for a happy, healthy and fruitful next phase in their lives. At the Lincoln School we recognized Patricia Hatsopoulos, Jenifer Mooney, Ruth Sartori, Marie Talbot and Kathy Wickerham and on the Hanscom campus we thanked Jody Carson, Marty Painter and Patricia Tynan.

New School Committee Members: At the Town Elections in March 2009 Al Schmetzler was re-elected to the School Committee. Three new Hanscom Representatives, Joe Connell, Deb Leister and Cecily Murdock and the new METCO Representative, Debbie John, were appointed for the 2009-2010 school year.

## CLASS OF 2009 GRADUATES

### LINCOLN

Verity Jean Ahlin  
Derquon Stefan Alford  
Lamont Aaron Anthony Jr.  
Ashkeeya Marrassa Atwood-  
Campbell  
Oliver Michael Baltay  
Chloe´ Rae Berlin  
Ethan Bennett Blackwood  
Thomas Warren Blair  
Dayanlee Bracero  
Kayla Nicole Burroughs  
Kristina Maria Buzanis  
Nicholas Chin  
Cassandra Mae Chislom  
Ryan S. Clemens  
James Anthony Conway  
Benjamin E. Jacobs  
Jaida Marie Judge  
Sydney Amber Kinsman-  
Nesmith  
Rebecca Margaret Kupperstein  
Arnold Hanjung Lee  
Jared Michael Leonelli  
Valerie Mary Machado  
Tyler Dante Mangini  
Ian Halyburton Marshall  
Leah Devlin McCabe  
Michael Baker McGean  
Anna Rose Menkis  
Bridget May Menkis  
Liam Michael Morley  
Sofia Marie Neri  
Hannah Stowell Nichols  
Edward Daniel O'Brien  
Michael David O'Brien  
Kristina Natalia Ohl  
Matiu Tamehana Parangi  
Andrew Spencer Pehl  
Augustus Lyle Perkins  
Isabel Katherine Page Peterson

Dayron A. Dennis-Steele  
Hanna Todd Derbyshire  
John Michael Dumont  
Maryrachel Durso  
Callery Ann Fortune  
Flanagan  
Martin Walter Flesche  
Luke McKay Foley  
Isabel Freedman  
Michael Samuel Goldblatt  
Izak Arion Harvey-Wolff  
Annie Jackson Hawkes  
Kimberley Jayne Heller  
Jack Alexander Hessler  
Logan Drabing Hicks  
John Thomas Hobson  
Grace Kelly Gomez Huang  
Steven Robert Ingard

Phillip Alston Purvis  
Kimberly B. Rogers  
Hailey Elizabeth Roberts  
Rosenblatt  
Lawrence William Salvucci  
Alexis Santa Maria  
Thomas E. Schubert  
Hannah Rose Scotti  
Krystian Marsay Seymour-  
Smith  
Graham Eric Channing Small  
Fernando Chan Sousa  
Jefferson Tan  
Jonathan Tan  
William John Tylko  
Jillian Marie Valpey  
Camilla Julia Vercollone  
Melinda Anne Vercollone  
Derix Renard Williams, JR.  
Olivia Wise  
Sofie Raye Wise

**HANSCOM**

John Agiorgousis  
Nathan Barrett  
Allison Bauza  
Luke Boyd  
Craig Braga  
Mitchell Breault  
Naeemah Cofield  
Lisa Coward  
Jordan Curry  
Katelyn Dawson  
Erick-Jayce De Jesus  
Elizabeth Dixon  
Diana Dominguez  
William Frye  
Brayden Gillette  
Alexander Goeke  
Lillian Goff  
Sophie Gordon  
Wade Hetland  
Chaz Irizarry  
Jamie Knochel

Hill Lewis  
Chandler Maagoul  
Justin Marling  
Andrew Matos  
Kristin Mayes  
Lindsey McBride  
Kaylan Merring  
Jordan Milton  
Darrion Prophet  
Jessica Reyes  
Leslie Richardson  
Alexis Roth  
Zachary Rowells  
Kristen Sands  
Kane Smelser  
Logan Stidham  
Ryan Taylor  
Ryan VanDusen  
Leandry Vasquez  
Michael Vito  
Cote Wade  
LeKeith Ward

## **LINCOLN-SADBURY REGIONAL HIGH SCHOOL SUPERINTENDENT'S REPORT**

Lincoln-Sudbury Regional High School continues to be an excellent school, and it is a high school that is feeling the strain of challenging economic times. Over the 2008-2009 school year, fiscal times dictated a need to reduce staffing and services at the school. While cuts were made, the emphasis was to preserve teachers and the core mission of the school. Since 2001, class sizes and teacher loads have gradually ticked upwards, which strains learning and teaching.

The school goal for the 2008-2009 academic year was to address challenges posed by increasingly large and heterogeneous classes, and to develop and share strategies to help all students succeed. The impetus behind the school goal was that class size had risen to the point where it was becoming increasingly challenging for teachers to manage the varied learning styles within classrooms so that all students could succeed. This initiative was an effort to strengthen and support Lincoln-Sudbury's commitment to deal with students as individuals by having teachers delve into how they can more effectively meet the needs of a whole range of learners.

During the spring of 2009, the Commission on Public Secondary Schools continued Lincoln-Sudbury's accreditation following the review and evaluation by the New England Association of Schools and Colleges (NEASC) visiting committee. The Commission cited many strengths about the high school. Included in the list were:

- the visible commitment to the mission of the school through positive relationships between staff and students
- the clear focus on professional learning, which has engaged teachers in formal and informal discussion of instructional strategies to promote higher order thinking and problem-solving.
- the diversity of course offerings available to students
- the high degree of personalization and the variety of instructional strategies used by faculty
- the wealth of activities in classrooms that reflect active learning
- the house organizational structure which provides opportunities for personalized educational experiences for student success
- the comprehensive array of support services that are responsive to student needs

The high school closed out the 2008-2009 academic year as an excellent high school in transition due to the retirement of its long-time leader and due to continued challenging economic times. After thirteen years of leadership, Dr. John Ritchie retired from his position as the school's Superintendent/Principal. Coupled with this change was the closure of one of the school's four

administrative houses. The school's house system was one of the strengths cited during the NEASC reaccreditation process, but the closure of one administrative house in September 2009 in the face of budget contraction was viewed as a necessary trade-off to preserve classroom teachers at a time in the school's history when teacher loads have progressively and significantly increased over the past decade.

In addition to a strong academic program, the extracurricular opportunities available to our high school students continue to be one of the school's strengths. The 2008-2009 school year found the Lincoln-Sudbury athletics, along with numerous local teams, using the newly renovated Community Stadium Field. The artificial turf field, track, and bleachers were paid for through collaboration with the Town of Sudbury, who contributed almost \$1 million in Community Preservation Funds. Community members, sports organizations, and businesses in Lincoln and Sudbury donated an additional \$300,000 to the project and school construction funds paid for just over \$500,000 of the field project. During the 2008-2009 academic year, Lincoln-Sudbury was the proud home of Massachusetts State Championships in Boys' Volleyball, Girls' Cross Country, and Girls' Swimming and Diving.

The overall budget for Lincoln-Sudbury Regional High School, including debt services, was \$26,324,098 in FY08 and decreased by 1.18% in FY09 to \$26,012,678. The overall FY08 per pupil cost was \$15,549, which is less than the average per pupil cost at high schools to which L-S is typically compared.

Scott Carpenter  
Lincoln-Sudbury Regional High School  
Superintendent/Principal

**LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT  
TREASURER'S REPORT  
JULY 1, 2008 - JUNE 30, 2009**

Prepared by:  
Pauline M. Paste  
District Treasurer

**TOTAL CASH BALANCE JULY 1, 2008** **5,109,459.75**

**DISTRICT FUND**

DISTRICT FUND CASH BALANCE JULY 1, 2008 3,394,343.24

**RECEIPTS:**

OPERATING ACCOUNTS

Sudbury Assessment	18,728,611.76	
Lincoln Assessment	<u>3,365,134.81</u>	
<b>TOTAL ASSESSMENTS</b>		<b>22,093,746.57</b>

Chapter 70 Aid	2,256,999.00	
Transportation Aid	<u>358,622.00</u>	
<b>TOTAL STATE AID</b>		<b>2,615,621.00</b>

Stimulus Grant	265,251.00	265,251.00
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ANTICIPATED RECEIPTS	61,000.00	61,000.00
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Interest Income	88,878.02	
FY '09 Encumbrance	39,891.48	
Petty Cash Refund	1,000.00	
Misc. Receipts	9,744.82	
Stabilization Revenue	2,864.25	
Tailings	<u>0.00</u>	
<b>TOTAL SUNDRY INCOME</b>		<b><u>142,378.57</u></b>

**TOTAL OPERATING RECEIPTS** **25,177,997.14**

DEDUCTION ACCOUNTS:

Federal Withholding Tax	1,604,375.28	
MA Withholding Tax	652,184.66	
Federal Withholding Tax FICA	197,605.57	
Health Insurance	915,816.69	
MA Teachers' Retirement	1,308,714.71	
Middlesex Retirement	234,875.00	
Disability Insurance	83,584.20	
Tax Sheltered Annuities	559,481.00	
Credit Union	334,919.86	
L-S Teachers' Association	81,557.35	
Deferred Compensation	27,816.13	
Section 125, Flexible Spending Plans	203,411.53	
Attachments	<u>0.00</u>	
<b>TOTAL DEDUCTION RECEIPTS</b>		<b><u>6,204,341.98</u></b>
<b>TOTAL DISTRICT FUND RECEIPTS</b>		<b><u>31,382,339.12</u></b>
<b>TOTAL DISTRICT FUND INCOME</b>		<b><u>34,776,682.36</u></b>

**DISBURSEMENTS:**

OPERATING ACCOUNTS

Operating Budget	19,412,589.09	
Pensions & Insurance	3,497,191.92	
Debt Service - principal	2,150,000.00	
Debt Service - LT interest	<u>764,200.00</u>	
<b>TOTAL BUDGET DISBURSEMENTS</b>		<b>25,823,981.01</b>
FY '08 Encumbrance	20,579.88	20,579.88
PETTY CASH ADVANCE	1,000.00	1,000.00

DEDUCTION ACCOUNTS:

Federal Withholding Tax	1,604,375.28	
MA Withholding Tax	652,184.66	
Federal Withholding Tax FICA	197,605.57	
Health Insurance	875,553.07	
MA Teachers' Retirement	1,308,714.71	
Middlesex County Retirement	234,875.00	
Disability Insurance	83,584.20	
Tax Sheltered Annuities	559,481.00	
Credit Union	334,919.86	
L-S Teachers' Association	81,557.35	
Deferred Compensation	27,816.13	
Section 125, Flexible Spending Plans	203,411.53	
Attachments	<u>0.00</u>	
<b>TOTAL DEDUCTION DISBURSEMENTS</b>		<b><u>6,164,078.36</u></b>
<b>TOTAL DISTRICT FUND DISBURSEMENTS</b>		<b><u>32,009,639.25</u></b>

CASH BALANCE DISTRICT FUND ON JUNE 30, 2009	2,767,043.11
STUDENT ACTIVITY FUND BALANCE ON JUNE 30, 2009	303,114.19
CASH BALANCE REVOLVING & GRANT ACCOUNTS ON JUNE 30, 2009	<u>1,792,586.17</u>
<b>TOTAL CASH BALANCE JUNE 30, 2009</b>	<b><u>4,862,743.47</u></b>

**OUTSTANDING DEBT**

School Bond (10 year, TIC: 3.930263)	<b>\$7,000,000.00</b>
School Bond (20 year, TIC: 3.954145)	<b>\$9,350,000.00</b>
School Bond (5 year, TIC: 3.846000)	<b>\$800,000.00</b>

**EXCESS & DEFICIENCY FUND**

Cash Balance July 1, 2008	<b>\$380,851.37</b>
FY 09 Operating Budget Surplus	\$188,697.03
FY 09 Chapter 70 Aid under budget estimate	-\$265,251.00
FY 09 Stimulus Grant	\$265,251.00
FY 09 Regional Transportation Aid over budget estimate	\$23,832.00
FY 09 Interest Income & Misc. Receipts	\$98,622.84
FY '08 Encumbrance	\$14,420.12
FY 11 Budget Reapportionment (voted 9/8/09)	<u>-\$325,571.99</u>
Cash Balance, June 30, 2009	<b>\$380,851.37</b>

**SURPLUS REVENUE DESIGNATED TO REDUCE ASSESSMENTS**

Cash Balance July 1, 2008	\$1,763,976.86
FY '09 Budget Reapportionment	-\$909,555.17
FY 09 Surplus from Excess & Deficiency	<u>\$325,571.99</u>
	<b>\$1,179,993.68</b>

**Breakout of Surplus Revenue**

FY 10 Budget Reapportionment	\$854,421.69
FY 11 Budget Reapportionment	<u>\$325,571.99</u>
	<b>\$1,179,993.68</b>

**STABILIZATION FUND**

Voted establishment spring town meeting 1992	\$0.00
Cash Balance July 1, 2008	\$493,821.76
FY '09 Funding	\$0.00
Interest Income	\$2,864.25
Disbursements	<u>\$0.00</u>
Cash Balance, June 30, 2009	<b>\$496,686.01</b>

**MISCELLANEOUS INCOME**

Interest Income	\$88,878.02
FY '09 Sundry	<u>\$9,744.82</u>
	<b>\$98,622.84</b>

**ANTICIPATED RECEIPTS**

Athletic Gate Receipts	\$6,000.00
Cafeteria	\$5,000.00
Medicaid Receipts	\$40,000.00
Nursery School	\$5,000.00
Transcript Fees	<u>\$5,000.00</u>
	<b>\$61,000.00</b>

**LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT**  
**FY '09 BALANCE SHEET**  
**June 30, 2009**

**Assets**

Bank of America Depository	1,713,164.65
Bank of America Payroll	451,764.10
Bank of America Payroll 2	30,812.55
Unibank	264,838.32
Unibank Unipay	26,848.44
Banknorth	369,299.68
Eastern Bank	108,695.24
Bank of America Student Account	303,114.19
MMDT	1,040,431.60
MMDT-Kirshner Artist Fund	39,985.55
Mellon Bank 1	496,686.01
Mellon Bank 2	225,585.37
Mellon Bank 3	-208,482.23
	<b>4,862,743.47</b>

**Liabilities & Reserves**

**GENERAL FUND**

FY 09 Encumbrance	39,891.48	
Surplus Revenue (Reserved for Assessments)	1,179,993.68	
MSBA Payment (Reserved for Debt Payments)	100,646.40	
Capital Project Premiums (Reserved for Debt Payments)	160,097.61	
Excess & Deficiency	380,851.37	
Stabilization Revenue	496,686.01	
Tailings	2,086.39	
Disability Insurance	3,775.94	
Health Insurance	343,029.24	
<b>TOTAL GENERAL FUND</b>		<b>2,707,058.12</b>

**SPECIAL REVENUE FUND:**

Activity Fee	864.00
Adult Education	9,883.07
Athletic Gate Receipts	14,324.58
Athletic User Fee	110,065.00
Building Use	92,558.79
Cafeteria	302,861.25
Capital Outlay	37,282.85
Circuit Breaker FY '09	547,753.00
Circuit Breaker FY '08	0.00
Civic Orchestra User Fees	0.00

Computer Contract	1,558.88	
Damage to School Property	308.54	
Donations	136,814.56	
Fitness Center User Fees	0.00	
Kirshner Artist Fund	40,259.05	
Library Copy Machine	11,184.06	
Lost Books	39,046.83	
Medicaid	34,942.94	
Nursery School	39,684.09	
Parking	9,243.48	
Summer Wellness Fees	4,741.83	
Transcripts	9,664.63	
Tuition	135,567.60	
User Van Fees	5,619.03	
FY09 Title I Grant	4.00	
FY09 METCO Grant	0.00	
FY09 SPED Improvement	-118.00	
FY09 Title II Teacher Quality	2,431.00	
FY09 Academic Support Grant	21.15	
FY09 Sped Entitlement Grant (IDEA)	-20,048.41	
<b>TOTAL SPECIAL REVENUE FUND</b>		<b>1,566,517.80</b>
 <b><u>TRUST FUND:</u></b>		
Medical Claims Trust Fund	226,068.37	<b>226,068.37</b>
 <b><u>AGENCY FUND:</u></b>		
Student Activity Fund	303,114.19	<b>303,114.19</b>
 <b><u>CAPITAL PROJECT FUND:</u></b>		
Capital Building Project	59,984.99	<b>59,984.99</b>
		-----
		<b>4,862,743.47</b>
		=====
		<b>0.00</b>

## **MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT**

Kemon Taschioglou, School Committee Representative

### **About Minuteman**

Minuteman High School is a four-year career and technical high school serving our member towns: Acton, Arlington, Belmont, Bolton, Boxborough Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland, and Weston. Minuteman combines rigorous academics and preparation for college with relevant career and technical programs. The school also provides career development programs for adults as part of our Community Education Program. As of October 1, 2009, 3 Lincoln students are enrolled at Minuteman. Minuteman also offers a part time program where Lincoln-Sudbury High School students are able to take part in elective technical training courses on a half day basis. This unique program is designed to give juniors and seniors the opportunity to explore career majors and still remain at Lincoln-Sudbury High School. The District offers 'Post Graduate' programs to Lincoln residents of any age who are seeking to enhance their own economic opportunity at Minuteman via skill development.

### **2009 Lincoln Graduates**

Matthew Holland, Computer Technology

#### **Class of 2009 Graduate Achievement Highlights**

- 100% successfully passed the MCAS tests in English and Math.
- 66% college acceptance or advanced Technical Training, 27% career bound in field and 3% military. Overall, graduates achieved a 96% placement rate.
- 100% of Dental graduates passed the National Dental Board examination.
- 100% of Early Education and Care program completers were certified by the Massachusetts Department of Early Education and Care.
- 100% of Cosmetology graduates that participated in the state board examination were certified.
- Health Occupation graduates achieved 100% in college acceptance.

#### **Minuteman Highlights**

- The Minuteman facility has not had any significant infrastructure improvements in its thirty-five year history (the exception is the ESCO project mentioned below). In addition to the critical infrastructure issues, the school is in desperate need of improvements in nearly every aspect of its physical plant. The Massachusetts School Building Authority (MSBA) and Treasurer Tim Cahill announced Minuteman's inclusion in the Career & Technical Education Building Program, providing \$100M to 10 Career & Technical Schools for renovation and repairs. MSBA invited Minuteman to the Feasibility phase of a renovation project. Visit [www.minuteman.org](http://www.minuteman.org) for more information.

- The Minuteman Energy Service Contracting (ESCO) project upgraded a number of the school's core energy systems with cutting-edge technology and resulted in a series of energy efficiency strategies that will trim Minuteman's utility bills. Completion is expected in January 2010 of the \$5,000,000 project including new boilers, chillers, electrical switch gear, lighting upgrades and weatherization. Minuteman is projected to save 57% of water; 44% of natural gas and 22% of our electrical usage. The annual energy savings is used to pay for the improvements over the next 17 years at no additional cost to our member communities.
- Art and Music programs have been restored to the curriculum. Minuteman has added a full-time Reading Specialist who combines classroom teaching with consulting responsibilities throughout the school. The Reading Specialist oversees our computer-assisted reading lab, co-teaches developmental English classes, and provides specific reading services. In addition, he will share his expertise in collaboration with all academic and career and technical departments to improve curriculum delivery through the active application of reading strategies and study skills. Minuteman has leveraged grant resources to hire a full-time licensed School-Adjustment Counselor.
- Career and Technical programs are aligned along 5 Career Clusters: Agriculture and Transportation, Bio-Science, Business and Information Technology, Human & Commercial Services, and Trade & Engineering. Our Engineering and Biotech Academies continue to prepare students for post secondary success.
- Minuteman was reaccruited by the New England Association of Schools and Colleges. The complete NEASC Report is available at [www.minuteman.org](http://www.minuteman.org).
- A revised website, [www.minuteman.org](http://www.minuteman.org), launched in September 2009.