

SELECT BOARD MEETING MINUTES – Final
Public Health Emergency Response Update Virtual Meeting
Pursuant to Governor Baker's March 12, 2020 Order
Suspending Certain Provisions of
Open Meeting Law. Hybrid Format
Zoom Meeting ID# 938 4860 9485
Thursday January 5, 2023
8:00 A.M.

IN PERSON PARTICIPANTS: Jennifer Glass, Select Board Chair
Jonathan Dwyer, Select Board Member
Tim Higgins, Town Administrator
Peggy Elder, Administrative Assistant

VIRTUAL PARTICIPANTS: Jim Hutchinson, Select Board Member

WELCOME & INTRODUCTIONS:

Ms. Glass opened the meeting at 8:00 am and noted Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, as further extended on July 16, 2022 with the Governor's signing of Chapter 107 of the Acts of 2022, this meeting of the Lincoln Select Board will be conducted as a hybrid meeting, providing the public the opportunity to participate in-person or remotely.

Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Town of Lincoln website, at www.lincolntown.org.

ANNOUNCEMENTS:

- Mr. Dwyer announced that he would not be running for re-election.

APPOINTMENTS:

- Water Commission – Interim Chair, Michelle Barnes, called the Water Commission meeting to order. She noted that Steve Gladstone, Commissioner; Darin LaFalam, Superintendent; and candidates Matthew Bio and Packy Lawler were also in attendance.

Ms. Barnes explained that with the resignation of Commissioner Ruth Ann Hendrickson, there is a current vacancy on the Commission and added that there would be another opening in the spring as she would not be running for re-election. Ms. Barnes gave a brief overview of the type of candidate that would be a good fit for the Commission. They should have a science or financial background as it is a capital heavy expense department. Ms. Glass asked the

candidates to introduce themselves and give a brief summary of their background and why they would like to join the Commission.

Matthew Bio – His interest in water is extensive due to living in areas that were very water insecure. He is also a Ph.D. Chemist and has experience in the pharmaceutical industry. He can understand reports. He has experience in a CEO position including budget work, capital projects. He understands capital structure requirements. He wants to participate in the community in some way.

Packy Lawler - Mr. Higgins gave an overview of Mr. Lawler’s background working with the Town on both the Water Commission as well as other committees and the professional staff. Mr. Lawler noted that he has served 6 years as Water Commission. He is a Professional Engineer in water and wastewater systems.

A discussion followed. Both candidates were thought to be a great fit for the Water Commission and were both encouraged to run for a seat at the Annual Election in March, but that perhaps Mr. Bio needed more time to get up to speed on Water Department business, and thus would benefit from the interim appointment. Ms. Barnes made a motion to appoint Matthew Bio as interim Commissioner until the Annual Election in March. Steve Gladstone seconded the motion. With no further discussion, the motion was unanimously approved by roll call vote. Glass: Aye; Dwyer: Aye; Hutchinson: Aye; Barnes Aye; Gladstone: Aye.

TOWN ADMINISTRATOR’S REPORT:

- The Commons – Mr. Higgins reported that The Commons intends to submit a warrant article for a zoning change in order to do an expansion of their property. There will be a Planning Board meeting on January 24, 2023 regarding this and invited the Select Board to join them. The meeting will be at 7:00 PM on January 24, 2023.
- Annual Report – Mr. Higgins will be putting together the outline for the annual report and will be sending out the sections based on liaison assignments.
- FY24 Budget – The first Finance Committee Budget Workshop has been held, and the base budget is in good shape and in compliance with the FinCom’s budget guidance of 2.5%.

Three items above the base budget are:

1. Electricity – \$60K over the base budget to pay for 100% Class 1 recs, as voted at 2022 Town Meeting. This figure was developed with the assistance of Buck Creel.
2. Early Election Staff – \$13K requested.
3. Town Wide mowing contract - this will be removed.

Mr. Higgins noted that there will now be \$73K total to be brought up at the second FinCom workshop. Mr. Hutchinson suggested letting the Water Department know about the possible need for additional funds in their electricity budget.

- American Recovery Plan Act (ARPA) – Mr. Higgins reported that there is no change and will report back to the Board at the Jan 30th meeting.

- Housing Choice Working Group – Mr. Higgins reported that they are making progress. He noted that they have submitted the interim compliance plan to the State as required. The Department of Housing and Community Development (DHCD) has thirty days to respond. The plan is for a compliant zoning bylaw to go to Town Meeting in March 2024 so that the Town is on target for the compliance deadline of December of 2024.
- Landfill Solar – Mr. Higgins reported that the RFP is out, and the bid opening will be at the end of January. The hope will be that we receive a good amount of quality firms.

DISCUSSION:

- Fossil Fuel Free Demonstration Project – Ms. Glass reported Lincoln is one of the ten towns participating in the project. There will be a presentation at Town Meeting in March 2023. She added that there should be a placeholder for this on the Warrant and that Green Energy will be taking the lead. In addition, Green Energy Committee intends to submit a warrant article that will ask the Town to adopt the so-called Specialized Opt-In Stretch Code. Adopting the Stretch Code is a prerequisite for participation in the 10-town pilot.
- Inclusion, Diversity, Equity, and Anti-Racism (IDEA) - Ms. Glass reported that the committee met Tuesday night and now has a consultant in place. The hope is that by mid-January a staff/board survey will be ready. A community forum will take place in February. The community survey will be done after Town Meeting in April. Mr. Higgins added that the work with the consultant will take about 12 months and there will be one meeting per month.
- Community Center Building Committee (CCBC) – Mr. Dwyer reported that they have been discussing how best to organize and sequence milestones. Immediate focus is to finalize Architect RFQ, confirm project phases/timetable, and articulate next level communications and engagement planning and strategies.
- Liaison Reports

Capital Committee – Mr. Hutchinson reported that CapCom met last night and came up with an initial list of projects to recommend for funding.

Select Board Newsletter – Ms. Glass reported that the next editions will be sent out in January and March.

OPEN FORUM:

- None

ACTION ITEMS:

- Open the Annual Town Meeting Warrant – Mr. Dwyer made a motion to open the warrant for the 2023 Annual Town Meeting in March. Mr. Hutchinson seconded the motion. With no further

discussion, it was unanimously approved by roll call vote: Glass: Aye; Dwyer: Aye; Hutchinson: Aye. The warrant will be closed at the next meeting on January 30th.

CORRESPONDENCE:

- Mr. Dwyer commented on a fundraising mailer for the Community Center and noted that they had spoken to Town Counsel and wanted clarification as to whether they had spoken with them. Mr. Higgins confirmed that he was involved in the Zoom meeting where it was discussed, and it followed all protocols. Mr. Dwyer asked that the document be dated, and version controlled. Mr. Higgins assured him that it would be.

WARRANTS:

- Mr. Dwyer made a motion to approve the warrant dated January 9th. Mr. Hutchinson seconded the motion. With no further discussion, the motion was unanimously approved by roll call vote Glass: Aye; Dwyer: Aye; Hutchinson: Aye.

MINUTES:

- None.

Mr. Dwyer made a motion to adjourn. Mr. Hutchinson seconded the motion. With no further discussion, the motion was unanimously approved by roll call vote Glass: Aye; Dwyer: Aye; Hutchinson: Aye.

The meeting adjourned at approximately 9:10 A.M.

Submitted by Peggy Elder
Approved 05/08/2023