

**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**  
**Monday February 6, 2023**  
**6:30 P.M.**

**IN PERSON PARTICIPANTS:** Jennifer Glass, Select Board Chair  
Sarah Canon-Holden, Town Moderator  
Tim Higgins, Town Administrator

**VIRTUAL PARTICIPANTS:** Jim Hutchinson, Select Board Member  
Peggy Elder, Administrative Assistant

**WELCOME & INTRODUCTIONS:**

Ms. Glass opened the meeting at 6:30 pm 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](http://www.lincolntown.org).

**ANNOUNCEMENTS:**

- Ms. Glass thanked everyone who was involved in the planning of the Winter Carnival that took place this past weekend. There was a great range of activities, and everyone was flexible with the weather changes. Thanks to the Parks & Rec Dept. and all the volunteers who made it possible.

**APPOINTMENTS:**

- None

**TOWN ADMINISTRATOR’S REPORT:**

- The Commons – Mr. Higgins reported that he and Planning Director Paula Vaughn-MacKenzie had a very productive meeting with the development team from The Commons last week to discuss the Planning Board’s expectations for their site plan application. They expect to submit their application to the Planning Board sometime this week, which is well before their public hearing on February 28<sup>th</sup>. The Commons team plans to come to the March 6<sup>th</sup> Select Board meeting. He noted that the Board will be signatory to the Property Tax Agreement. The

Commons should remain a tax paying entity in the town and pay taxes just as other tax paying entities do. He added that they have reached an agreement in principle. Mr. Higgins stated that The Commons has held a council meeting and that Rey Leblanc will be meeting with individual residents to discuss their concerns about the proposal.

- Annual Report – There are no changes to the report.
- American Rescue Plan Act Round 2 – Mr. Higgins reported that the ARPA Working Group is scheduled to vote on its Round #2 recommendations on February 8th. They will present to the Board on February 27th.
- Landfill Solar RFP – Mr. Higgins reported that proposals were opened on January 26<sup>th</sup>. We received three proposals: 1) HESP Solar, LLC 2) Ameresco, and 3) Advanced Solar Products. Town Consultant Beth Greenblatt and Mr. Higgins will complete an initial screening on Monday morning. They plan to confer with Mr. Hutchinson and the Green Energy Committee before bringing a recommendation to the Board on February 27th.

## **DISCUSSION:**

- Annual Town Meeting Preparations

Mr. Higgins reported that there are 39 warrant articles and 5 place holders for reports. Ms. Glass then shared the current article list with the group. She added that Planning Director Paula Vaughn-Mackenzie suggested that some of the weightier zoning bylaws be done earlier in the meeting. There was discussion about the sequencing of the articles.

Mr. Higgins noted that with Ms. Canon-Holden here it would be a good chance to look over the Moderator's Letter as well as Town Meeting procedures. Public health protocols were discussed, including whether masks would be mandatory. Ms. Canon-Holden said that she would make them optional in the Auditorium.

Other items discussed were having a deputy moderator in the gym so that people could participate without needing to be in the auditorium. People would be able to speak and vote from the gym. An email will be sent out to anyone with an article asking them to send a file of their presentation/slide deck from their pre-Town Meeting presentations. The Town Meeting page on the Town website will have all available presentations/materials available before Town Meeting.

Mr. Higgins reported that he had been working with Town Counsel on the Article List. He added that they have already started to draft the Motions. In addition, the Warrant is in good shape, and he will circulate it to the Board members in the next few days. He added that the Warrant would be ready right about the same time as the Moderator's meeting.

Ms. Glass noted that March 3<sup>rd</sup> is the deadline for the Select Board's newsletter and that it will be a preview of the coming attractions at Town Meeting.

The Select Board has saved space on the March agendas for groups that want to come in and preview their articles will have the opportunity to do so.

- Liaison Reports

Drumlin Farm Event – Ms. Glass reported that it was a wonderful event. Governor Healy, Representative Peisch, Representative Gentile, as well as some of the students from the Farm preschool were in attendance.

**OPEN FORUM:**

- None

**ACTION ITEMS:**

- Call Firefighter Appointment - Mr. Hutchinson made a motion to appoint Glenn Butts to the position of Call Fire Fighter. Ms. Glass seconded the motion. With no further discussion, the motion was unanimously approved by roll call vote Glass: Aye; Hutchinson: Aye.

**CORRESPONDENCE:**

- Ms. Glass announced that the Lincoln Library has been awarded the status of a National Five-Star Library. Thanks to Library Director Barbara Myles and her staff for the many years of work that went into earning that rating.
- Mr. Higgins reported that there is a proposal for a significant airfield/base development and expansion of the hanger complex on the Bedford side of the base. There is an environmental notification form that has gone around to stakeholders including host communities. He added that we shared that information with the Planning Board and our HATS representatives. Ms. Vaughn and Bob Dominitz are attending the public hearing tonight and will be gathering the feedback by February 14<sup>th</sup>.
- Ms. Glass noted that this past Friday the Sophia Adams sampler from 1826, which was restored with CPA funds approved at Town Meeting in 2017, is now on display in the lobby of Town Offices. She enjoyed the unveiling ceremony.

**WARRANTS:**

- None

**MINUTES:**

- None.

Ms. Glass 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; Hutchinson: Aye.

The meeting adjourned at approximately 7:52 P.M.

Submitted by Peggy Elder  
*Approved 05/08/2023*