

**SELECT BOARD MEETING MINUTES – Final**  
**Hybrid Meeting**  
**Pursuant to Governor Baker's March 12, 2020 Order**  
**Suspending Certain Provisions of**  
**Open Meeting Law.**  
**Zoom Meeting ID# 938 4860 9485**  
**Monday June 26, 2023**  
**6:30 P.M.**

**IN PERSON PARTICIPANTS:** Jim Hutchinson, Select Board Chair  
Jennifer Glass, Select Board Member  
Kim Bodnar, Select Board Member  
  
Tim Higgins, Town Administrator

**VIRTUAL PARTICIPANTS:** Peggy Elder, Administrative Assistant

**WELCOME & INTRODUCTIONS:**

Mr. Hutchinson 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, as further extended most recently by Governor Healey's March 29, 2023 signing of a bill extending said authorization to March 31, 2025, 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:**

- None

**APPOINTMENTS:**

- Climate Action Planning (CAP) Subcommittee - Jennifer Curtin (Assistant Director of Planning & Land Use) who has been managing the project, Sue Klem, chair of Climate Action Lincoln, Paul Shorb, chair of the Green Energy Committee as well as Van Du, the consultant from the Metropolitan Area Planning Commission (MAPC). The CAP team has completed the Plan. They provided a summary of their process, key findings, and slate of recommendations. Ms. Curtin shared a copy of the postcard sent to Town residents making them aware of their upcoming workshop and invited them to take part in their survey. Ms. Curtin noted that important items like changing the Wetlands by-law was something she believed they would need to partner with the Select Board on and then take that to Town Meeting for a vote. She also wondered what strategies that residents were most important to them and that they wanted the group to follow up

on or ones that were not included, but they feel they should be. She also believes that the Ambassador Program would be very impactful for the average person. Mr. Hutchinson asked how the plan compares to other towns in the area. Ms. Dun reported that it was similar and that they were in the first stage of the exercise and collecting feedback from the community. Mr. Hutchinson made a motion to support the actions to date of the Climate Action Plan Committee and endorse the inclusion of a draft letter of support from the Select Board in the package that goes out to the public. Ms. Bodnar seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Bodnar: Aye; Glass: Aye; Hutchinson: Aye.

- **OPEN FORUM:**

Paul Shorb asked about the status of the Hanscom airfield expansion and the position of the Select Board and HATS on the subject. Mr. Hutchinson reported that HATS met last week and voted to draft a joint letter from the Select Boards of the four towns to Governor Healey. He added that the Board will be discussing the draft of their letter later in the meeting. The goal is to have all four towns sign the letter in the next month or two.

- **TOWN ADMINISTRATOR'S REPORT:**

Town Meeting Bylaw Approval Process – Mr. Higgins reported that the Attorney General (AG) has approved all bylaws (zoning and general) that were approved by Town Meeting, with the exception of the fossil fuel free demonstration bylaw which appears to have been withheld to ensure coordination with the Department of Housing and Community Development (DHCD). Town Counsel is confident that the AG will eventually approve.

Employee Newsletter (June Edition) – Mr. Higgins thanked the group that puts together the newsletter. It is full of information about new staff members, benefits, Human Resources news, acknowledgements, and team building activities.

Community Planning Grant – Mr. Higgins reported that the Town has been awarded a grant of \$60,000 to assist in the development of Housing Choice compliance plans and the zoning bylaw that will be presented to Town Meeting in March.

Public Comment Period Policy – Mr. Higgins reported that the Finance Committee was authorized to proceed with its policy, subject to minor suggestions from Town Counsel. Fincom has decided to hold off pending release of the Board's town-wide policy which is a work in progress. The plan is to bring this back for discussion in the fall.

Special Town Meeting Date – Mr. Higgins reported that they have e-mailed all boards/committees, and staff confirming December 2nd as the date for the Special Town Meeting.

Lincoln-Sudbury (L-S) Excess & Deficiency Funds – Mr. Higgins reported that E-mail confirmation of the Board's approval vote has been sent to L-S, copied to Fincom, and Lincoln Reps to L-S School Committee.

## DISCUSSION:

- Community Charrette/Fall SOTT Planning Checklist

Ms. Glass reported that she has been in touch with Jennifer Curtin regarding the Climate Action Planning piece. She added that the IDEA committee would be discussing this at their next meeting. Housing Choice and Community Center Building Committee are already well aware of the meeting.

- Community Center Building Committee (CCBC) Update

Mr. Higgins reported that focus is moving from program development to site planning, and overall concept development. The CCBC met on June 13<sup>th</sup> to process the implications of the updated projections. Some early thoughts emerged regarding concepts that might best satisfy the price point directives established by Town Meeting. The team is now considering refinements to address leading concerns that go beyond addressing basic Council on Aging & Human Services (COAHS) and Parks and Recreation Department (PRD) needs to include providing appropriate space for School Maintenance Department, conservation interests, historic, providing adequate play spaces, net zero design, etc. The discussions will continue at the June 28<sup>th</sup> meeting.

- Liaison Reports –

Hanscom Area Towns Committee (HATS) – Mr. Hutchinson reported that HATS met recently, and they had a very nice presentation by Neil Rasmussen, President of Save Our Heritage, regarding the Hanscom Air Field expansion. He noted it had a lot of facts about the impact that it will have to the surrounding communities.

Transportation Coalition – Ms. Bodnar reported that the coalition had their first meeting on May 31<sup>st</sup>. The group is made up of The Roadway & Traffic Committee (RTC) and the Bicycle & Pedestrian Advisory Committee (BPAC). She felt it went well and that they had a lot to go over, but that it was a good first meeting. They are meeting on June 28<sup>th</sup> and plan to meet quarterly going forward.

250<sup>th</sup> Celebration Committee – Ms. Bodnar reported that the Captain of the Lincoln Minutemen, Don Haffner, gave a tour of the historic battle that took place on Lincoln soil. There were six people attending the tour. She added that the logo contest has opened for the event and they have already received two submissions.

New Superintendents – Ms. Bodnar announced that the Lincoln Public Schools welcomed their new Superintendent, Dr. Parry Graham, to the Town. Lincoln-Sudbury welcomes their new Superintendent, Dr. Andrew Stephens.

Housing Choice – Ms. Glass reported that they have had their multi-board meeting, two public forums with good attendance at each one. They have asked the consultants to go back and look for additional options focusing on the train station. The Housing Choice Working Group will be meeting on the morning of June 30<sup>th</sup>.

Inclusion, Diversity, Equity, and Anti-Racism (IDEA) – Ms. Glass reported that IDEA is meeting tomorrow night and hopefully will be getting more information from the surveys.

Finance Committee – Mr. Hutchinson reported that they are working on a solution to the free cash issue on the budget. After a meeting with Finance Director Colleen Wilkins and Tim Higgins, they have concluded that there will be two million dollars in free cash that will be released to be used as a one-time appropriation.

**ACTION ITEMS:**

- Patrol Officer Appointments – Ms. Glass made a motion to appoint Nicholas Facciolo and Seth Gordon to the position of Student Officer, subject to their completion of the Police Academy. Mr. Hutchinson seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Bodnar: Aye; Glass: Aye; Hutchinson: Aye.
- Pierce House Committee Appointment – Mr. Hutchinson made a motion to appoint Collette Sizer to the Pierce House Committee. Ms. Glass seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Bodnar: Aye; Glass: Aye; Hutchinson: Aye.
- Agricultural Commission Appointment – Mr. Hutchinson made a motion to approve the appoint Bill Huss as a non-voting member to the Agricultural Commission. Ms. Glass seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Bodnar: Aye; Glass: Aye; Hutchinson: Aye.
- Road Closure - Ms. Glass made a motion to approve the road closure for the Fourth of July parade. Ms. Bodnar seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Bodnar: Aye; Glass: Aye; Hutchinson: Aye.

**CORRESPONDENCE:**

- None

**WARRANTS:**

- Mr. Hutchinson made a motion to approve the Warrants dated June 26, 2023. Ms. Glass seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Bodnar: Aye; Glass: Aye; Hutchinson: Aye.

**MINUTES:**

- Mr. Hutchinson made a motion to approve the Minutes dated April 3, 2023 as amended. Ms. Bodner seconded the motion. With no further discussion, the motion was approved with a roll call vote: Bodnar: Abstain; Glass: Aye; Hutchinson: Aye.
- Mr. Hutchinson made a motion to approve the Minutes dated April 24, 2023 as amended. Ms. Glass seconded the motion. With no further discussion, the motion was approved with a roll call vote: Bodnar: Abstain; Glass: Aye; Hutchinson: Aye.

- Mr. Hutchinson made a motion to approve the Minutes dated May 8, 2023 as amended. Ms. Bodnar seconded the motion. With no further discussion, the motion was approved with a roll call vote: Bodnar: Abstain; Glass: Aye; Hutchinson: Aye.
- Mr. Hutchinson made a motion to approve the Minutes dated May 22, 2023 as amended. Ms. Glass seconded the motion. With no further discussion, the motion was approved with a roll call vote: Bodnar: Abstain; Glass: Aye; Hutchinson: Aye.
- Mr. Hutchinson made a motion to approve the Minutes dated June 5, 2023 as amended. Ms. Bodnar seconded the motion. With no further discussion, the motion was approved with a roll call vote: Bodnar: Abstain; Glass: Aye; Hutchinson: Aye.

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

The meeting adjourned at approximately 8:42 P.M.

Submitted by Peggy Elder

*Approved 09/11/2023*