

# Meeting Minutes - Final

## Select Board Meeting

### August 21, 2023

### Workshop Session

Attendees:

Jim Hutchinson (Chair), Jennifer Glass, Kim Bodnar – Select Board  
Tim Higgins (Town Administrator)

Mr. Hutchinson called the meeting to order at 9:00 a.m., noting that the meeting was being conducted as an in-person meeting with no virtual participation permitted. The meeting was convened at Pierce House as a workshop session for the primary purpose of discussing logistics in connection with the September 30, 2023, State of the Town Meeting.

#### State of the Town Meeting

- The Board confirmed its plan for four, forty-five minute sessions.
- Sponsoring boards are urged to provide brief introductory comments, followed by 15 presentations – leaving sufficient time for a feedback exercise.
- Outreach Plan – Banner, sandwich board signs, electronic sign boards, post card mailing, LincolnTalk, various email distribution lists. Will finalize the postcard this week.
- Finance Committee - Tim, Colleen, and Jim will coordinate w Andy to ensure that Fincom. analysis of tax impacts is made available in advance of SOTT, and that CCBC has a slide to include within its presentation.
- Lunch – Plan to ask Twisted Tree to provide prepared lunches. Town will guarantee 150 lunches. Will work with TT to expedite the sales process. Will also provide ice cream.

#### Hanscom North Airfield Development Proposal

- After discussing recent suggestions from the other HATS Towns, the Board voted to authorize Mr. Hutchinson to work with our counterparts to finalize the letter to Governor Healey conveying the four-Town concerns with the proposed Hanscom expansion or private jet facilities. The motion authorizing Mr. Hutchinson to finalize the letter on behalf of the Board was made by Ms. Glass, and seconded by Ms. Bodnar. With Mr. Hutchinson voting in favor, the motion was adopted by unanimous vote.

Ms. Glass moved to adjourn the meeting at approximately 10:00 a.m. The motion was seconded by Ms. Bodnar. With the Chair also voting to approve, the motion was adopted by unanimous vote.

Minutes reviewed and approved: September 11, 2023