

**TOWN OF LINCOLN**  
**MINUTES OF COMPREHENSIVE LONG RANGE PLAN COMMITTEE**  
**October 24, 2006**

**ATTENDANCE:**

Ken Hurd	Planning Board
Mark Whitehead	Town Planner
Ken Bassett	Rural Land Foundation
B.J.Scheff	Housing Commission
Anna Hardman	Zoning Board of Appeals
Anita Scheipers	Assistant Town Administrator
Noah Eckhouse	Recreation Commission
Astrid Glynn	'At large' member
Buzz Constable	17 Old Lexington Road
Chris Klem	'At large' member
Sarah Cannon Holden	Board of Selectmen
Paul Giese	Finance Committee
Fez Morse	Council on Aging
Peter Von Mertens	Conservation Commission
Ben Horne	Conservation Commission
Catherine Perry	Planning Admin.

**DISCUSSION OF PRESENTATION TO TOWN MEETING**

Ken Hurd reviewed the current situation: although Judy Barrett's presentation at the last meeting seemed well-received, the Committee did not decide to request funding for a consultant at the Fall Town Meeting, mainly because of the Finance Committee's position. It was decided that the Committee would do further work on defining what a consultant would do, and aim for a funding request at the March Town Meeting.

The warrant article for the November meeting will be passed over, but the opportunity will be taken to inform the town of the pending proposal and mention a likely cost range. Mr. Hurd said he would expect this to be towards the lower end of the range discussed by Judy Barrett.

Mr. Whitehead proposed that a ten minute presentation be given, describing the work done by the Committee so far, and explaining the reasons for doing a plan. Peter Von Mertens suggested putting the reasons in writing as a handout for residents. A Power Point presentation was discussed but decided against. It was agreed to explain who is on the Committee, and to mention that there will be opportunities for groups or individuals to make a contribution to the Plan.

There will also be a brief reference to the Comprehensive Long Range Plan in the Planning Board's section of the State of the Town Report.

The effect of waiting until Spring for funding of a consultant was discussed; this is likely to cause a significant delay in the timeline for the Plan.

**NEXT STEPS**

The Committee discussed how to go about making progress in the meantime. It welcomed the possibility of using Ms. Barrett to facilitate some of the meetings. Mr.

Whitehead suggested that the Committee could start to consider the structure of sub-committees, which might relate to the nine required elements of the Plan, plus governance. Mr. Whitehead put forward some ideas for discussion:

- It would be beneficial for the whole Committee to work on ‘goals and policies’ and ‘implementation’;
- ‘natural resources’ could be combined with ‘open space’, as both relate to the Open Space Plan;
- ‘housing’, ‘circulation’ and ‘land use’ could be combined;
- ‘governance’, ‘services and facilities’ and ‘economic development’ could be combined.

There was some debate about the placement of ‘economic development’ since it also had links to land use. One comment was that the ‘services and facilities’ element should look at what the town does not currently have as well as issues relating to current provision. It was also suggested that the Assessors may need to be involved in some elements. Anita Scheipers commented on the breadth of the groupings and thought that they may need to be broken up, at least at a later stage. Paul Giese suggested working with Judy Barrett on the structuring and scheduling of the sub-committees.

Ken Bassett suggested that the Committee will need to focus on the information needed for the March Town Meeting: proposals for participation, a process, a budget and a schedule. He also suggested starting to identify the main issues, in order to enliven the discussion and help to define areas where a consultant’s help may be needed. It was agreed that a useful exercise might be to take the responses from the constituent boards and try to map them to the proposed sub-committees. Missing responses will need to be chased up, and additional or revised inputs can be offered (send to Mark Whitehead by November 9).

A meeting schedule was set:

November 16 - issues

December 14 – issues

January 11 – process

February 8 – costs

March 8 – presentation

(all dates are Thursdays)

Mr. Whitehead will try to arrange to bring in Judy Barrett for the January and February meetings to comment on the Committee’s work on issues, and to help with the discussion of costs. The sub-committees can begin work after the March Town Meeting.

The meeting was adjourned at 9:30pm.

Submitted by Catherine Perry