

**TOWN OF LINCOLN
MINUTES OF COMPREHENSIVE LONG RANGE PLAN
STEERING COMMITTEE**

Held on April 8, 2009

At 8:00 AM in the Donaldson Room, Lincoln Town Offices

PRESENT: Ken Hurd, Peter Sugar, Mark Whitehead, Noah Eckhouse, Jim Meadors, Tim Higgins, Catherine Perry

TOWN MEETING DEBRIEFING

The presentation at Town Meeting was discussed briefly. It was considered unfortunate that the slides and handouts had not been circulated to all of the Steering Committee in advance but it was recognized that the timeframe had been tight; some of the goals were finalized at the last minute. It had been hoped that the text of the chapters would also be available as background at the time of Town Meeting but this had not been possible due to their dependence on finalization of the goals and recommendations. Once the text is available, it may help to reduce people's uncertainty about interpretation of some of the recommendations.

Noah Eckhouse reported that the people who had been on the FACTS sub-committee were disappointed that the presentation highlighted the Hanscom issue, whereas the group's work had focused on introducing a data-driven process for planning and funding town services. Tim Higgins pointed out that much of the group's more specific wording has been incorporated under other headings and that the ideas had not been sidelined. As previously agreed, editing of the goals and recommendations was done by a small group to meet time pressure and to improve balance and consistency of style.

The Steering Committee received emails from Ken Bassett in which he suggested some modifications to the land use and economic development sections. The committee agreed to add an introductory paragraph to the Land Use Review Criteria, explaining how they will be used, and to group the criteria into two broad priority levels. With the addition of the introductory explanation, the committee was happy to keep the term "criteria" rather than return to "factors" or "considerations". It was agreed that the criteria will form an appendix to the plan and the recommendation in the plan will be for the Planning Board to adopt them as policy. It was agreed that the wording in recommendation LU-2.1 will be revised slightly.

On economic development, Mr. Bassett suggested referring only to mixed use development and not commercial development in ED-2. The committee felt that while mixed use may often be the preferred solution, acceptable small commercial developments may sometimes be proposed alone. To change the emphasis, it agreed to amend goal ED-2 to begin, "Provide for development with a preference for mixed use that responds..." and to simply use the phrase "new development" in recommendations ED-2.3 and ED-2.4.

The Steering Committee noted that reference to payments in lieu of taxes (PILOTs) by non-profit organizations has been deleted from the draft goals and recommendations/ chapter text and needs to be similarly deleted from the land use criteria.

An exposition of how proposed zoning changes might be processed in detail, produced by Ken Bassett and Judi Barrett, was not discussed.

Some members had received an email from Sarah Guerrero, who previously resigned as co-chair of the LUED sub-committee, questioning the wording of recommendation ED-2.1 which relates to establishment of an Economic Development Committee. The wording was proposed by Judi Barrett and the Steering Committee was satisfied with it. The Steering Committee noted that the wider group of participants had had opportunities for input.

Jim Meadors proposed a minor amendment to recommendation ED-1.3, to delete the reference to bringing fallow fields into agricultural use, as it may not be appropriate in all cases. This change was agreed.

TIMELINE

Mark Whitehead reported that he has already received new versions of some of the chapters from COG; Natural Resources is being revised to match revised goals, and Land Use and Economic Development can be finished once COG receives the finalized goals and recommendations (as discussed above).

Tim Higgins reminded the Steering Committee that it needs to work on the Implementation Plan. The idea is for the goals and recommendations to be trackable through the various documents.

Mr. Hurd reported that the Planning Board is anxious to have time to read through background material prior to its public hearing. It was agreed to set the date of the hearing back to at least May 13th.

It was agreed to postpone the report to the Selectmen's meeting from April 13th to a future date to be decided.

The date for the Town Meeting vote was discussed. It was agreed to recommend a mid October date to the Selectmen, in place of a November State of the Town Meeting. It was agreed that it is important to keep to the June deadline for finishing work on the Plan. Time in the summer can be used for production and preparation for Town Meeting.

Patti Kelleher will produce a revised timeline.

DRAFT CHAPTERS UPDATE

Mr. Higgins reported that he is working on a finance section to be incorporated in the chapters. He expected this to be completed by the end of April. He will clear it with the Finance Committee and then circulate it to the Steering Committee. Mr. Higgins and Mr. Whitehead have sent material on Hanscom to COG.

Once Mr. Whitehead has received all the chapters (minus the finance section) he will circulate them to the Steering Committee. It was agreed that former sub-committee chairs may circulate them to former members.

IMPLEMENTATION PLAN

The Steering Committee wished to have an updated version of the Implementation Plan incorporating the revised goals, recommendations and chapters, with the numbering integrated, as a basis for its discussion. COG agreed to aim to produce this by April 29th.

FINANCE REPORT

Mr. Whitehead reported that an invoice for \$2,000 has been received from COG for work in connection with two recent meetings including the February All Boards meeting. The remaining budget stands at \$26,495.

The Steering Committee voted unanimously to approve payment of the invoice.

Submitted by Catherine Perry