

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

**Held on June 3, 2009**

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

**PRESENT:** Peter Sugar, Ken Bassett, Jim Meadors, Mark Whitehead, Patti Kelleher, Catherine Perry

**DISCUSSION OF EXECUTIVE SUMMARY**

The draft Executive Summary (ES) was discussed. Peter Sugar and Ken Bassett had circulated comments by email. They felt that the structure was the main issue. Jim Meadors commented that he was happy with the issues identified but less so with the headings used, and that some of the issues (such as mansionization and predictable and fair decisions) do not fit the headings well or are spread across headings. He suggested setting out the challenges more directly after the vision statement. The Steering Committee noted that smart growth and smart evolution were not terms that were introduced much in the main part of the Plan. It agreed that the individual descriptions of issues were good.

Some people felt the ES should be more clearly linked to the chapter structure of the Plan. It was agreed to propose that after the introduction/ vision statement, a section be included to explain the chapter structure, outlining the topics addressed in each chapter.

Alternative ways of grouping the ES material were discussed. The seven themes that were pulled out in the first version of the Implementation Plan were thought to be a better reflection of Lincoln's thinking; it may be possible to use them or to combine some of them.

The referencing of goal and recommendation numbers was discussed. Long lists tend to disrupt the discussion, but some referencing is useful. One suggestion was to place the references in brackets at the ends of paragraphs.

Jim Meadors suggested referencing the responsible parties as well as the goals and recommendations. He also suggested trying to devise short labels for each of the goals. He said he would supply some more detailed comments.

**DISCUSSION OF IMPLEMENTATION PLAN**

Patti Kelleher reported that the draft Implementation Plan (IP) has been restructured by chapter, as advised.

Peter Sugar suggested that the table would benefit from the addition of labels for each grouping of goals. Others were not sure if this was practicable. There was agreement that it would be useful to arrange the groups of goals in priority order or phases.

There was some concern about the length of the document. Jim Meadors asked if there was wasted space in the formatting which could be reduced. Patti Kelleher advised that the design software will reduce the white space somewhat, but that some spacing is needed for readability.

Ken Bassett drew attention to the need to check the detailed wording. Specifically, in recommendation LU-2.1 relating to the land use criteria, it was previously agreed to

delete “develop and” so that the recommendation is to proceed with publishing the criteria.

Mr. Bassett also considered that the implementation of the proposed land use change process needed attention; he suggested that recommendation LU-2.2 needed an action item and he was uneasy with the wording of recommendation ED-2.3 and action item ED-2.3.2. Mr. Bassett was concerned that we not create the impression that there was an ongoing effort to identify specific sites for development. Tim Higgins reported that the Selectmen would like to expand the definition of stewardship to include the need for preservation of small town character and some degree of economic diversity – in addition to preserving land and important buildings. The Selectmen are concerned that diversity could be lost if the town does not permit some reasonable degree of development and tax base expansion (outside of South Lincoln if there are suitable locations where impacts would be minimal). The Selectmen believe it is essential that the economic development element emphasize the need for careful analysis of tradeoffs. All in attendance appeared to believe that the task of undertaking a broad needs analysis and consideration of tradeoffs should be assigned to the recommended new Economic Development Committee.

In terms of the land use change process, COG is recommending a proactive approach which some people favor whereas others favor a reactive one. The Steering Committee found some common ground in noting that the At Risk Properties Committee had provided useful analysis of some sites and that with organizations such as the RLF, the town is good at tracking land availability. It was agreed that the approach to economic development needs more resolution.

Generally, Mr. Higgins reported that the Selectmen would like to see more discussion of ‘balance’ and ‘trade-offs’. They will supply comments before their meeting on June 22<sup>nd</sup>.

## **PREPARATION FOR SELECTMEN’S MEETING AND PUBLIC HEARING**

It was agreed that information on the Plan will be conveyed to the public at the Selectmen’s meeting on June 8th and Ken Hurd will make a presentation to the meeting on June 22<sup>nd</sup>. The discussion could be framed around the Executive Summary. The introduction could highlight the ‘push and pull’ of competing considerations and the public could be asked whether the Plan has set the framework appropriately.

The Executive Summary will need to be revised in time to get final copies to the Selectmen, which means a final review on June 15<sup>th</sup>. Mr. Higgins will obtain the Selectmen’s comments for COG as soon as possible.

It was agreed that COG’s attendance at the Selectmen’s meeting on June 22<sup>nd</sup> would be beneficial.

The Planning Board’s public hearing on the Plan is scheduled for June 23<sup>rd</sup> and COG will attend.

The meeting was adjourned at 9:40 AM.

Submitted by Catherine Perry