

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

Held on July 1, 2008

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

PRESENT:

Ken Hurd	Planning Board; HOBE sub-committee (Chairman)
Peter Sugar	CHUG sub-committee
Mark Whitehead	Town Planner
Anita Scheipers	Assistant Town Administrator
Noah Eckhouse	FACTS sub-committee
Sarah Guerrero	LUED sub-committee
Ken Bassett	LUED sub-committee
Judi Barrett	Community Opportunities Group
Catherine Perry	Planning admin.

FEEDBACK FROM 6/23 BOARD OF SELECTMEN MEETING

The Steering Committee discussed the previous week's presentation to the Selectmen. Ken Hurd was a little concerned about the length of the presentations. Few comments had been received by Steering Committee members. Noah Eckhouse said he felt that the meeting aired some issues usefully.

WORKING PAPERS STATUS REPORT

Judi Barrett reported that all the papers have now been produced except Open Space. Natural Resources was provided yesterday. Ms. Barrett was hopeful that the Open Space paper will be completed next week.

SURVEY COMMITTEE STATUS REPORT

Mark Hochman did not attend. Ken Hurd reported that the survey committee has carried out more data runs covering different questions or issues. Mark Whitehead said that the group plans to continue work on the survey results. Peter Sugar reported that CHUG has given a set of questions to the survey group, asking it to see whether the survey results shed any light on them. Other sub-committees were invited to put forward questions of interest to them in a similar way. Sarah Guerrero urged that the survey results be released to the public in some form in the near future. The Steering Committee felt that it was important to set a timeframe for the survey group's work; some of the conclusions will be needed in time to feed into fall events. Mark Hochman will be invited to a discussion at the next meeting.

UPCOMING SCHEDULE

It was agreed to hold a Steering Committee meeting on Tuesday July 22nd at 8:00 AM, focusing on the survey. Judi Barrett will attend.

It was agreed that the following meeting will be a summit of the sub-committee chairs, to discuss areas of overlap. This will be on Tuesday August 26th at 8:00 AM. All

working papers and comments will be circulated to Steering Committee members by Mr. Whitehead in the meantime.

SUB-COMMITTEE REPORTS

HOBE had not met since the last SC meeting. Mark Whitehead asked Ken Hurd about the Visual Preference Document stating he hoped it was not distracting from the work on the plan. Mr. Hurd indicated the sub-committee had done some work on the document previously but had not worked on it since receiving the working papers.

CHUG indicated they had broken for the summer after they finished up the review of the Governance paper. They have revised the work plan and plan to meet again with the Selectmen, interview people from adjacent towns, and meet with the various school officials including the PTAs. The sub-committee proposes to hold two focus groups in September: one with local historical groups and one on governance with other groups.

FACTS reported that they are meeting every two weeks. Noah Eckhouse reported that he thought the group was in good shape on Transportation and Facilities; however he was more concerned about Services, on which he saw a need to resolve the approach. Mr. Eckhouse indicated he hoped to finish this stage by the end of July. Judi Barrett agreed to supply a Word document version of the Facilities and Services paper.

LUED had met the night before to review the Economic Development working paper and to pull together comments from the group. Sarah Guerrero reported that the next meeting will be on July 10th to go over the Land Use working paper. Communication has been largely by email due to members extended obligations.

OSNR was not in attendance. Judi Barrett reported the Natural Resources Paper had gone out on Monday.

FINANCE REVIEW

Mr. Whitehead reported that a bill has been received from Community Opportunities Group for \$21,075 for work relating to the first drafts of the working papers (except for the final two) and to some of the sub-committee meetings. Mr. Whitehead has checked that the billing matches the consultant's proposal. The amount that will remain in the budget is \$59,750.

A MOTION was proposed by Peter Sugar and seconded by Noah Eckhouse, to approve payment of the bill as submitted. Passed unanimously.

Submitted by Catherine Perry