

REPORT
of the
OFFICERS AND COMMITTEES
of the
TOWN OF LINCOLN
FOR THE YEAR 2017



LINCOLN, MASSACHUSETTS

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TOWN INFORMATION

| | |
|---|--|
| <i>First Settled</i> | <i>1650-1680</i> |
| <i>Town Incorporated</i> | <i>1754</i> |
| <i>Town Area</i> | <i>14.56 square miles</i> |
| <i>Population</i> | <i>6730 (including Hanscom AFB)</i> |
| <i>Registered Voters</i> | <i>4633 (including Hanscom AFB)</i> |
| <i>Type of Government</i> | <i>Town Meeting</i> |
| <i>2017 Annual Town Meeting</i> | <i>March 25, 2017</i> |
| <i>2017 Annual Election of Officers</i> | <i>March 27, 2017</i> |
| <i>FY 2017 Tax Rate =</i> | <i>Residential \$13.70 Commercial \$18.05</i> |
| <i>FY 2018 Tax Rate =</i> | <i>Residential \$13.60 Commercial \$17.88</i> |

MUNICIPAL AND SCHOOL OFFICES

| DEPARTMENT | OFFICE HOURS | PHONE |
|---------------------------|---------------------------|----------------|
| TOWN OFFICES | Mon-Fri 8:30 AM – 4:30 PM | 781-259-2600 |
| 16 Lincoln Road | | (main Phone #) |
| Accounting & Finance | | 781-259-2608 |
| Town Administrator | | 781-259-2601 |
| Assessors | | 781-259-2611 |
| Building Inspector | | 781-259-2613 |
| Collector/Treasurer | | 781-259-2605 |
| Conservation | | 781-259-2612 |
| Health, Board of | | 781-259-2614 |
| Housing Commission | | 781-259-2614 |
| Historical Commission | | 781-259-2614 |
| & Historic District Comm. | | |
| Planning | | 781-259-2610 |
| Selectmen, Board of | | 781-259-2601 |
| Town Clerk | | 781-259-2607 |
| Zoning Board of Appeals | | 781-259-2615 |

COUNCIL ON AGING

Mon-Fri 8:30 AM – 4:30 PM
Bemis Hall
15 Bedford Road

781-259-8811

PUBLIC SAFETY

169 Lincoln Road
Emergencies
General Business

911
781-259-8113

PUBLIC WORKS

30 Lewis Street Mon-Fri 7:00 AM – 3:30 PM
Transfer Station (Rte 2A) Wed & Sat 7:00 AM - 3:30 PM

781-259-8999

WATER DEPARTMENT Mon- Fri. 7:00 AM – 3:30 PM
Pumping Station, 77 Sandy Pond Road
Filtration Plant, 80 Sandy Pond Road (manned daily)

781-259-8997
781-259-1329

RECREATION

Ballfield Road, Hartwell Campus

781-259-0784

LINCOLN PUBLIC SCHOOLS

Ballfield Road
Smith School (K – 4)
Brooks School (5 – 8)
Superintendent
Business Office

781-259-9400
781-259-9404
781-259-9408
781-259-9409
781-259-9401

LINCOLN SUDBURY REGIONAL DISTRICT SCHOOL

390 Lincoln Road, Sudbury

978-443-9961

HANSCOM SCHOOLS - Hanscom AFB

Hanscom Primary
Hanscom Middle

781-274-7721
781-274-7720

MINUTEMAN REGIONAL SCHOOL DISTRICT

758 Marrett Road, Lexington

781-861-6500

PUBLIC MEETINGS ARE POSTED ON THE TOWN OFFICES
BULLETIN BOARD AND ON THE TOWN MUNICIPAL CALENDAR @
www.lincolntown.org.

GENERAL GOVERNMENT

BOARD OF SELECTMEN

James Craig, Chair
Jonathan Dwyer
Jennifer Glass

Although each of us is a veteran volunteer in Lincoln, together we are a new Board of Selectmen, one that is forging our relationship with each other and with the Town. We appreciate that you have reached out to us with your questions, expertise, and support — not to mention your kind indulgence of our 4th of July parade “dance” moves! We embrace the joys and challenges of our work, and look forward to our continued service to the Town.

The Town’s focus in 2017 continued to be placed, primarily, and for good cause, on the planning for two critical Ballfield Road building projects: the Lincoln School building project and community center, summaries of which appear later in this report. At the same time, important other business and initiatives were being carried out by our Town boards, committees and professional staff. We are pleased to report on our key collective efforts of the past year.

Celebrating Success

Route 2/Crosby’s Corner – The construction of the Crosby’s Corner flyover and ramps, and the reconfiguration of adjacent local roads was completed last year. We would like to recognize the contributions of the corps of Lincoln volunteers, activists, and staff who brought the project from concept through construction. In June we co-hosted a ribbon cutting ceremony with the Massachusetts Department of Transportation. The event, which took place at The Commons on the hillside overlooking the new Crosby’s Corner Bridge, was attended by dozens of Lincoln residents who played various key roles along the way. We are grateful for their decades of advocacy and perseverance.

Grant Funding – Thanks to the efforts of our Planning and Land Use Director, the Public Works Superintendent, and our Town Administrator, Lincoln secured a \$50,000 planning grant. The grant was used to evaluate opportunities for making our roadways and roadsides safer for pedestrians, cyclists, and motorists, which then led to a \$400,000 grant from the Commonwealth’s “Complete Streets” program. The team led an extensive public outreach and engagement process prior to submitting the application. First year construction projects include a focus on intersection safety improvements, expansion of the roadside path network and various Lincoln Station Area improvements. We

wish our project team continued success with future applications to the Complete Streets program and we thank those who participated in our public forums.

Wang Property Athletic Field Development – Congratulations to the Parks & Recreation Committee, Conservation Commission, and Rural Land Foundation for coordinating a public-private partnership that will result in both the development of a much-needed additional athletic field, and the permanent preservation of nine acres of adjacent land. The public outreach and engagement process led by these organizations was remarkably comprehensive, and resulted in overwhelming Town Meeting support for the project. Ground was broken this past summer, and major field construction was completed in the fall. The field is expected to be open for play in the spring of 2019. Special thanks to the Wang family for their generosity and their long history of partnering with the Town.

Important Works in Progress

Campus Building Projects – Last March, Town Meeting authorized the funds necessary for two projects on the Ballfield Road campus: a Lincoln School building project, and a community center to be located within the Hartwell Complex of the Ballfield Road school campus. This consideration of the campus is a generational opportunity to establish a vision for school and community facilities that will shape our educational and civic environment for decades to come. This work requires thoughtful, extensive, and inclusive engagement with all our residents. Here are some highlights of the work to date:

- The School Committee appointed the School Building Committee (SBC), and the Board appointed the Community Center Preliminary Planning & Development Committee (PPDC). Jonathan Dwyer serves as the BOS representative to the PPDC, and Jennifer Glass serves as the BOS representative to the SBC.
- We joined with the School Committee in appointing the Campus Coordinating Group (CCG), which is made up of key members of both project teams. The purpose of the CCG is to ensure a high level of collaboration between the two groups throughout the process, including administrative coordination, to ensure open communication with each other and the community, to identify important milestones for each committee, and to determine when, and for what purpose, there should be joint meetings and public outreach sessions.
- A Special Town Meeting has been scheduled for June 9, 2018, at which time the Town will be asked to select, from a number of school building project concepts, the option that shall move forward for schematic design

development. At the same Special Town Meeting, the Community Center Planning & Preliminary Design Committee will also present a number of design alternatives and ask the Town to identify a preferred alternative.

- The Town's policy and finance boards are engaged in answering questions regarding project value, short and long-term costs, financing strategies, and affordability. This work is being consolidated into the "Campus Projects Briefing Book" which can be found at <https://docs.google.com/document/d/1-1Fb8zatJKqsS0blavlXxv1c6OL8Zt7or3i-TPc3aMk>. These discussions are ongoing and will inform decisions about the respective budgets and timing of votes for construction of the respective projects.
- The activities of both building committees can be followed on the Town's website: <http://www.lincolntown.org/948/Campus-Projects-Page>.

South Lincoln Planning Implementation Committee, The Planning Board's efforts to take do comprehensive planning in the Lincoln Station area took shape this past year. To lead the planning effort, the Planning Board appointed the South Lincoln Planning & Implementation Committee (SLPIC), which is comprised of representatives from key stakeholder boards and committees, along with several at large citizen representatives. The SLPIC Committee, recognizing the broad scope and complexity of the issues inherent in planning for the revitalization of the commercial area, formed several topic-oriented subcommittees to help carry out the work. BOS member, James Craig, participates as a member of SLPIC and of its subcommittees, and the Town Administrator has served in an advisory capacity drawing upon his involvement with numerous previous Lincoln Station studies. We have been encouraged by SLPIC's early progress including its review of consolidation and/or reuse options for the DPW site on Lewis Street, its analysis of the potential for desired private investment through rezoning, its exploration of options to expand and enhance use of commuter rail, and various plans for rebranding and revitalizing the retail area. Importantly, SLPIC anticipates bringing forward a zoning amendment in the fall of next year the intent of which will be to encourage private investment in support of Town planning objectives.

Roadway Planning & Traffic Management, The Roadway & Traffic Committee (RTC) continues to do important work in helping the Department of Public Works (DPW) address various roadway and roadside path design challenges. This past year the RTC's priorities ranged from evaluating intersection safety to developing policies to guide decisions about crosswalks and guardrail systems. We also received a request from the residents of Old Winter Street to restrict north-bound traffic during key commuting hours in order to prevent commuters from using Old Winter Street to jump the queue that forms at the intersection of Trapelo Road and Winter Street. After extensive discussions with neighbors, and in consultation with the RTC, the DPW Superintendent, and the Police

Chief, the Board voted to support a six month traffic restriction trial period. The Board will evaluate the results, including both intended and any unintended consequences, and vote in the spring on whether to make the restriction permanent. This was a difficult issue for the Board – one that required a careful balancing of impacts on this particular neighborhood against those of other neighborhoods that might experience an increase in traffic as a result of the diversion from Old Winter Street. The Board was mindful of the potential precedent this particular case might make. In general, our Board believes that the best way to facilitate the safe and efficient flow of traffic through and throughout Town is for all roadways to bear their share. At the same time, it is our view that the Board has to be open to different responses when circumstances warrant, and when faced with legitimate safety issues. The Board wants to express its appreciation to the Lincoln Police Department for its ongoing and comprehensive traffic monitoring, data collection and enforcement efforts.

Cycling Safety Advisory Committee. – Last fall the Board announced plans to form a Cycling Safety Committee to evaluate our roads and paths from the perspective of the cycling community. The Board appointed the CSAC this past January; its initial meeting was held in February. The Committee has tried to engage the best thinking of the cycling community (within and outside Lincoln), the planning community, our Public Safety and Public Works staff, and other key stakeholders to identify key cycling safety risks and limitations, to develop programs to improve cyclist and driver awareness, and to evaluate opportunities to make physical changes to our roads and roadsides that would promote safer and increased non-vehicular forms of transportation throughout Town. Please see the CSAC's page on the Town web site for information about upcoming events and activities: <http://www.lincolntown.org/848/Cycling-Safety-Advisory-Committee>.

Landfill Solar Initiative. – Town Meeting gave its enthusiastic endorsement and necessary authorizations for the installation of solar panels on the landfill cap at the Lincoln Transfer Station. Project planners hoped to capitalize on various federal and state tax incentives and to partner with a private developer to generate as much as 1 megawatt of electricity. This would help offset energy consumed in our Town buildings, save money, and to do our part as a community to promote renewable energy. Unfortunately, the project has encountered a number of planning challenges, including an extensive process to removing a pre-existing conservation use restriction, ongoing negotiations with the National Park Service to create the best access to the site, and negotiating reasonable contract terms with the private developer in the midst of a significant change in federal and state policy. As of this writing, the Board is guardedly optimistic that we will reach an Agreement that allows the project to proceed under reasonable financial terms.

Fall State of the Town Meeting - The Board hosted the Town's 16th Annual, award-winning* State of the Town Meeting (SOTT) on November 4th. The SOTT plays a critical role in creating engagement between Town officials and residents around key issues and challenges. It provides Town officials the opportunity to preview their thinking about contemplated policy or planning initiatives, projects or bylaws, and to elicit feedback early on in their deliberations. For our residents, SOTT provides an efficient opportunity to learn about key Town priorities, and to influence discussions before positions have been formed. This year an estimated 300 residents joined us for a lively discussion of a variety of topics including the Ballfield Campus building projects, regulation of recreational marijuana, the expansion of the Town's historic district to encompass modernist homes, a status report on a potential South Lincoln zoning bylaw amendment, and a preview of contemplated bylaws concerning bans on plastic bags and single-use water bottles. In addition, there were presentations from proponents of statewide legislation to increase state oversight of leaking natural gas pipelines, and from proponents of town and statewide action to ensure that the civil liberties of all people are respected regardless of their immigration status. We look forward to hearing more from the respective project sponsors and proponents.

*2003 Massachusetts Municipal Association Innovation Award for Citizen Engagement

Hanscom - Hanscom Airforce Base is a key economic driver in the Commonwealth and nationally, annually generating \$6.08 billion in economic impact. The students and families of Hanscom comprise half of our school district's population, and give the Lincoln Public Schools an economy of scale that would otherwise be difficult for our small town. The Board continues to be encouraged by the level of federal investment in Hanscom's people, mission, and facilities (including the new Hanscom Primary School that is currently under construction), and is optimistic about Hanscom's future. In the last decade, the Department of Defense has invested \$693.1 million in facilities and infrastructure. Through the Lincoln Public Schools and the Board's active participation in the Hanscom Area Towns Committee (HATS), we continue to engage with Base, local, state, and federal officials to build and strengthen our partnership. To learn more about the mission at Hanscom, watch the October HATS meeting at <https://lincolntv.viebit.com/player.php?hash=PBz3pkiyBN9G#>.

McLean Hospital — In February, the Board supported the Zoning Board of Appeals' well-reasoned decision to rule that McLean Hospital did not meet the educational criteria that would exempt them from the Town's residential zoning by-law. The Board retained special counsel to litigate the matter in Land Court. The case is on-going.

New Initiatives

Board Outreach & Engagement – In part because we are a relatively new Board, and mostly because of our belief in transparent and accessible governance, the Board made a commitment to continue and expand communication with the community:

- **BOS Newsletter:** The Newsletter is mailed directly to residents at key times in the Town's planning and budget cycle. It is also available on the Town's website, www.lincolntown.org.
- **Listening Sessions:** Starting last October, there have been 1-2 BOS listening sessions per month in different locations around Lincoln. Each BOS member has taken turns hosting in locations such as the Council on Aging, Lincoln Woods, Battle Road Farm, and the Lincoln School. There is a standing session the first Wednesday of each month from 2:00 - 3:00pm at the Council on Aging. Please join us and bring your questions and ideas. The Board welcomes this informal opportunity to engage with the community!
- **BOS Meetings:** All regular meetings are open to the public, are televised live on local access cable TV (Verizon channel 33; Comcast channel 8), and are available on-demand through the town website. This past fall, the Board took a short road trip and held a meeting in the new café at the deCordova Museum.

Marijuana Study Committee - On November 8, 2016 the voters of the Commonwealth approved a law regulating the cultivation, processing, distribution, and use of marijuana for recreational purposes. With the goal of giving Town officials time to study the issues, engage the town, and develop appropriate policies and regulations, the Selectmen sponsored a Recreational Marijuana Moratorium Bylaw that was approved by Town Meeting in March of 2017. The Moratorium, which precludes the Commonwealth from issuing licenses to any retail or cultivation establishment while in effect, will expire in November of 2018. The most fundamental question for us to consider as a community is whether we should be open to retail sale and cultivation of marijuana, or whether we should seek to ban these activities in Lincoln. In December, the Board appointed a study committee comprised of representatives from relevant boards and at-large citizen representatives, to explore these issues and to inform our deliberations. The Committee is expected to issue its report not later than June, with potential Town Meeting and ballot questions to be presented in the fall. The activities of the Marijuana Study Committee can be followed on the Town web site: <http://www.lincolntown.org/962/Marijuana-Study-Committee>.

Housing Options Working Group – At the 2017 Town Meeting, the Housing Commission provided an update on its efforts to ensure that the Town will continue to meet the 10% affordable housing threshold under Massachusetts General Law, c. 40B. Although Lincoln currently meets the threshold, the federal census in 2020 will result in an updated 40B target. To assist the Housing Commission and the Affordable Housing Trust in exploring opportunities to create additional affordable housing in time to be counted on the Town’s 2020 Subsidized Inventory (SHI), the Board and the Affordable Housing Coalition, (comprised of the Housing Commission, Affordable Housing Trust and Lincoln Foundation) jointly appointed the Housing Options Working Group (HOW Group). Its principal task is to work with property owners and potential developers to explore the feasibility of various types of housing developments that would lead to the creation of qualifying affordable units. The HOW Group is advisory to the Selectmen and Housing Coalition; its progress can be followed on the Town’s website: <http://www.lincolntown.org/933/Housing-Options-Working-Group-HOW>

Professional Staff

The partnership between our citizen volunteers and our professional staff is critical to our ability to sustain Lincoln’s tradition of civic leadership. We are extremely fortunate to work with such an experienced, professional, and knowledgeable Town staff. On behalf of our Board and all of Lincoln’s volunteer Boards & Committees, thank you for your support, tireless work, and commitment to our town!

This year, once again, we had the opportunity to add a number of highly qualified new employees to our team, and to promote several of our existing staff members:

| | | |
|-------------------|--------------|-----------|
| Abigail Butt | COA | New Hire |
| Tim Beliveau | Conservation | New Hire |
| Jennifer Curtin | Conservation | New Hire |
| Stacy Carter | Conservation | New Hire |
| Daniel Scirocco | DPW | New Hire |
| Scott Swanson | DPW | New Hire |
| Lenny Brooks | Facilities | New Hire |
| Tim Neufell | Fire | Promotion |
| Joseph Lenox | Fire | New Hire |
| Nancy Beach | Pierce House | New Hire |
| Joseph Pellegrini | Police | Promotion |
| Matthew Armata | Police | New Hire |

| | | |
|------------------|--------|---------------------|
| Spencer Hughes | Police | New Hire |
| Peter Roach | Police | New Hire |
| Anthony Clemente | Police | Department Transfer |
| Will McInnes | Water | New Hire |

SUMMARY

While 2017 has been an active year for the Board of Selectman, 2018 is shaping up to be even busier. Critical decisions will need to be made on a variety of issues, decisions that will shape our Town for decades to come. We will continue to do our very best to listen to needs and values of Lincoln's citizens, facilitate open and respectful debate, and ensure that we work collectively to achieve the right results for Lincoln. We encourage all citizens of Lincoln, young and old, new to town or long timers, to get involved! There is always a role for you!

OFFICERS AND COMMITTEES

**Term
Expires**

ELECTED

Moderator

Sarah Cannon Holden 2020

Town Clerk

Susan Brooks 2019

Board of Selectmen

James Craig 2019
Jonathan Dwyer 2020
Jennifer Glass 2018

Board of Assessors

Ellen Meadors 2020
Edward Morgan 2018
Laura Sander 2019

School Committee

Peter Bordan 2018
Timothy Christenfeld 2019
Tara Lynn Mitchell 2020
Jena Salon 2020
Alvin L. Schmertzler 2018

Water Commission

Robert Antia 2018
Ruth Ann Hendrickson 2020
Patrick J. Lawler 2019

Board of Health

Stephen R. Kanner 2019
Frederick L. Mansfield 2020
Patricia Miller 2018

Cemetary Commission

Manley Boyce 2020
Susan S. Harding 2018
Rob Todd 2019

**Term
Expires**

Lincoln-Sudbury Regional School District

| | |
|---------------------------------------|------|
| Radha Gargeya | 2019 |
| Craig W. Gruber | 2020 |
| Nancy Marshall (Lincoln Resident) | 2018 |
| Kevin J. Matthews | 2019 |
| Patricia M. Mostue (Lincoln Resident) | 2020 |
| Gerald Quirk | 2018 |

Planning Board

| | |
|-----------------|------|
| Lynn Delisi | 2020 |
| Steve Gladstone | 2019 |
| Margaret Olson | 2019 |
| Richard Rundell | 2020 |
| Gerald Taylor | 2018 |

Commissioners of the Trust Fund

| | |
|--------------------|------|
| Donald Collins | 2018 |
| D. Paul Fitzgerald | 2020 |
| Douglas Harding | 2019 |

Trustees of Bemis Fund

| | |
|-----------------|------|
| Melinda Abraham | 2018 |
| John Maclachlan | 2020 |
| Sara Mattes | 2019 |

Trustees of Lincoln Library

| | |
|---|------|
| Jacquelin Apsler (Board of Selectmen Appointee) | 2020 |
| Ron Chester (Library Trustees Appointee) | |
| Martin Dermady (School Committee Appointee) | 2019 |
| Jen James (Elected) | 2019 |
| Kathleen Nichols (Library Trustees Appointee) | |
| Peter Sugar (Library Trustees Appointee) | |

DeCordova Sculpture Park and Museum Trustees

| | |
|---|------|
| Daniel Elias (School Committee Appointee) | 2019 |
| Melinda Webster Loof (Board of Selectmen Appointee) | 2020 |
| Linda Hammett Ory (Elected) | 2019 |
| Stacy Osur (Elected) | 2021 |
| Jonathan Rapaport (Elected) | 2018 |
| Peter Sugar (Library Trustees Appointee) | 2018 |
| Dune Thorne (Elected) | 2020 |

**Term
Expires**

Housing Commission

| | |
|--|------|
| Diana Chirita (Board of Selectmen Appointee) | 2019 |
| Evan Gorman (Elected) (Interim Appointment) | 2018 |
| Rakesh Karmacharya (Elected) | 2018 |
| Bijoy Misra (Elected) (Interim Appointment) | 2018 |
| Allen Vander Muelen (Board of Selectmen Appointee) | 2020 |

Parks and Recreation Committee

| | |
|--|------|
| Doug Carson (Board of Selectmen Appointee) | 2020 |
| Patricia M. Donahue (Elected) | 2019 |
| Chris Fasciano (Board of Selectmen Appointee) | 2018 |
| Margit Griffith (Elected) | 2020 |
| John Maclachlan (Board of Selectmen Appointee) | 2019 |
| Virginia Reiner (Elected) | 2018 |

APPOINTED BY THE BOARD OF SELECTMEN

Town Administrator

Timothy Higgins

Assistant Town Administrator

Mary Day

Accountant/Finance Director

Colleen Wilkins

Treasurer/Collector

Krystal Elder

Town Counsel

Joel Bard

Superintendent of Public Works

Christian Bibbo

Superintendent of the Water Department

Gregory Woods

Fire Chief

Stephen E. Carter

Chief of Police

Kevin Kennedy

Pierce House Event Planner

Nancy Beach

Constables

Kevin Kennedy
Robert Paul Millian
Joseph Topol

Animal Control Officer

Leslie Boardman

Sealer of Weights and Measures

Courtney Atkinson

Building Inspector

Daniel Walsh

Wiring Inspector

Robert Norton

Assistant Wiring Inspector

John Bolli

Plumbing Inspector

Russell Dixon

Assistant Plumbing and Gas Inspector

George Dixon
Kenneth Rich

Emergency Management

Stephen E. Carter

Hazardous Waste Coordinator

Elaine Carroll

Veterans' Services Officer

Priscilla Leach

2018

**Term
Expires**

Veterans' Programming Officer

James Hogan 2018

Tree Warden

Kenneth Bassett 2018

Town Historian

John MacLean 2018

Registrar of Voters

Susan Brook, Ex Officio (Town Clerk) 2019

Christopher Bursaw 2020

Margaret Flint 2020

Laura Glynn 2018

Conservation Commission

Larry Buell 2018

Ron Chester 2019

Christine Dugan 2020

James Henderson 2019

Ari Kurtz 2018

Richard Seldon 2020

Peter von Mertens 2019

Zoning Board of Appeals

William Churchill, Associate 2020

Joel Freedman 2021

David Henken 2022

Vinit Patel, Associate 2018

Kathleen Shepard 2020

Eric Snyder 2019

David Summer 2018

Council on Aging

Marilyn Buckler 2020

John B. French 2018

Benjamin Horne 2020

Sarah Kindleberger 2019

Tricia McGean 2020

Don Milan 2018

Florence Montgomery 2019

Donna Rizzo 2020

Mary Sheldon 2018

**Term
Expires**

| | |
|----------------|------|
| Dorothy Taylor | 2019 |
| Dilla Tingley | 2020 |
| Rob Todd | 2018 |

Disabilities Commission

| | |
|--------------------------------------|------------|
| Mary Day, Ex Officio (Town Official) | |
| Susan Isbell | Continuing |
| John Ritz | 2018 |
| Nancy Torti | 2018 |

Lincoln Historical Commission

| | |
|--------------------------|------|
| Douglas Adams | 2020 |
| Christopher Boit | 2020 |
| Frank Clark, Alternate | 2020 |
| Lucretia Giese | 2019 |
| Andrew Glass | 2018 |
| Judith Lawler, Alternate | 2018 |
| Andrew Ory | 2019 |

Historic District Commission

| | |
|--|------|
| Lynn De Lisi (Planning Board) | 2019 |
| Douglas Adams (Architect) | 2020 |
| Christopher Boit | 2020 |
| Frank Clark, Alternate | 2020 |
| Lucretia Giese (Historical Society) | 2019 |
| Andrew Glass (Real Estate Agent) | 2018 |
| Judith Lawler, Alternate | 2018 |
| Andrew Ory (Historic District Resident) | 2019 |
| Richard Rundell (Planning Board) | 2020 |

Lincoln Cultural Council

| | |
|----------------------|------|
| Melinda Bruno-Smith | 2019 |
| Julie R. Dubrow | 2018 |
| Patrick Greene | 2019 |
| Renata Pomponi | 2019 |
| Margaret Ramsey | 2019 |
| Nancy Leigh Thompson | 2018 |

Pierce House Property Committee

| | |
|----------------|------|
| Anne Crosby | 2020 |
| Terry Green | 2018 |
| Jean Horne | 2019 |
| Lucia MacMahon | 2020 |

**Term
Expires**
2020

Pam Weismann

Recycling Committee

Laura Berland
Elizabeth Cherniak
Bernadette Quirk

Emergency Assistance Fund Committee

Carolyn Bottum, Ex Officio (COA Director)
Lorraine Fiore (First Parish Church) 2019
Nancy Ritchie (St. Anne's Church) 2018
Mary Sheldon (Council On Aging) 2018
Jane Thomas (St. Julia's Parish) 2019

Green Energy Committee

Jennifer Haugh 2018
Sue Klem 2018
Edmund Lang 2018
David O'Neil 2018
John Snell 2018
Jonathan Soo 2018
Jim Hutchinson 2018

Cable Advisory Committee

James Cunningham 2020
Marty Fahey 2019
Harold McAleer 2019
David Trant 2020

Agricultural Commission

Nancy Bergen 2020
Louise Bergeron 2018
Lynne Bower 2020
Ari Kurtz (Conservation Commission) 2018
Heather Korostoff-Murray, Alternate 2018
Stacy Osur, Non-Voting 2020
Ellen Raja 2018
Karen Seo, Alternate 2019

Hanscom Field Advisory Commission (HFAC)

Peter Braun Continuing
Christopher Eliot, Alternate 2018

**Term
Expires**

Hanscom Area Towns Study Committee (HATS)

| | |
|---|------|
| Peter Braun, Non-Voting (At Large) | 2018 |
| Jonathan Dwyer (Selectmen) | 2018 |
| Margaret Olson, Non-Voting (Planning Board) | |

MBTA Advisory Board

| | |
|--------------|------------|
| Andrew Glass | Continuing |
|--------------|------------|

Metropolitan Area Planning Council (MAPC)

| | |
|-----------------|------|
| Jennifer Burney | 2020 |
|-----------------|------|

Minuteman Advisory Group On Interlocal Coordination (MAGIC)

| | |
|-----------------|------|
| Jennifer Burney | 2018 |
| James Craig | 2018 |

Suasco Wild and Scenic River Stewardship Council

| | |
|--------------------------|------|
| Christine Dugan | 2020 |
| James Meadors, Alternate | 2020 |

Minuteman Senior Services

| | |
|--------------------------------|------|
| Wendy Kusik (Council on Aging) | 2020 |
|--------------------------------|------|

Affordable Housing Trust

| | |
|---|------|
| Victoria Braithwaite (Lincoln Foundation) | 2019 |
| Diana Chirita (Housing Commission) | 2019 |
| James Craig (Selectmen) | 2018 |
| George Georges | 2019 |
| Tom Sander (Finance Committee) | 2019 |
| Betty-Jane Scheff | 2019 |

Community Center Planning & Preliminary Design Committee (PPDC)

| | |
|--|--|
| Owen Beenhouwer (At Large) | |
| Carolyn Bottum, Ex Officio (COA Director) | |
| Sarah Chester (At Large) | |
| Doug Crosby (At Large) | |
| Jonathan Dwyer (Selectmen) | |
| Steve Gladstone (Planning Board) | |
| Margit Griffith (Parks & Recreation Department) | |
| Eric Harris (Finance Committee) | |
| Timothy Higgins, Ex Officio (Town Administrator) | |
| Daniel Pereira, Ex Officio (Parks & Recreation Director) | |
| Ellen Meyer Shorb (At Large) | |
| Dilla Tingley (Council on Aging) | |

**Term
Expires**

Cycling Safety Advisory Committee (CSAC)

| | |
|---|------|
| James Craig (Selectmen) | 2018 |
| John Mendelson (At Large) | 2018 |
| Zack Moldenhauer (At Large) | 2018 |
| Megan Kate Nelson (At Large) | 2018 |
| Margaret Olson (Planning Board) | 2018 |
| Virginia Reiner (Parks & Recreation Department) | 2018 |
| Ian Spencer, Ex Officio (Police Department) | 2018 |
| Robert Wolf (At Large) | 2018 |

Roadside and Traffic Committee

| | |
|--|------|
| Kenneth Bassett (Tree Warden) | 2018 |
| Christian Bibbo (Superintendent of Public Works) | |
| James Craig (Selectmen) | 2018 |
| Jane Herlacher (Garden Club) | 2018 |
| Deborah Howe (At Large) | 2018 |
| Alex MacLean (At Large) | 2018 |
| Margaret Olson (Planning Board) | 2018 |

APPOINTED BY THE TOWN CLERK

Deputy Town Clerk, Valerie Fox
Assistant Town Clerk, Susan Francis
Assistant Town Clerk for the Town Archives, Barbara Myles

APPOINTED BY THE BOARD OF HEALTH

Burial Agent, Susan Brooks

APPOINTED BY THE MODERATOR

Personnel Board

| | |
|---------------|------|
| Graham Walker | 2018 |
| Pam Weisman | 2020 |

Finance Committee

| | |
|-----------------|------|
| Jeffrey Birchby | 2018 |
| Regina Halsted | 2018 |
| Eric Harris | 2018 |
| Jim Hutchinson | 2019 |
| Peyton Marshall | 2020 |
| Andrew Payne | 2019 |
| Tom Sander | 2020 |

APPOINTED BY THE PLANNING BOARD

Battle Road Scenic Byway Committee

Paula Vaughn (Planning Board)

South Lincoln Planning Implementation Committee (SLPIC)

| | |
|--|------|
| Sharon K. Antia, Non-Voting | |
| Kenneth Bassett (RLF) | 2018 |
| Jennifer Burney, Ex-Officio (Planning & Land Use Department) | 2018 |
| James Craig (Selectmen) | 2018 |
| Lynn DeLisi (Planning Board) | 2018 |
| Geoff McGean, Non-Voting | |
| Craig Nicholson (At Large) | 2018 |
| Stacy Osur (At-Large) | 2018 |
| Noah Sawyer (At-Large) | 2018 |
| Sujit Sitole (Business Owner) | 2018 |
| Gerald Taylor (Planning Board) | 2018 |
| Allen Vander Muelen (Housing Commission) | 2018 |
| James White (Business Owner) | 2018 |

APPOINTED BY THE SELECTMEN AND SCHOOL COMMITTEE

School Building Committee 2017

| | |
|---|------|
| Kimberly Bodnar (Lincoln Resident) | 2018 |
| Timothy Christenfeld (School Committee) | 2018 |
| Buckner Creel (Lincoln Schools) | 2018 |
| Chris Fasciano (Lincoln Resident) | 2018 |
| Jennifer Glass (Selectmen) | 2018 |
| Michael Haines (Facilities Manager) | 2018 |
| Regina Halsted (Finance Committee) | 2018 |
| Sharon Hobbs (Lincoln Schools) | 2018 |
| Becky McFall (Superintendent of Public Schools) | 2018 |
| Craig Nicholson (Lincoln Resident) | 2018 |
| Steven Perlmutter (Lincoln Resident) | 2018 |
| Peter Sugar (Lincoln Resident) | 2018 |

APPOINTED BY VARIOUS BOARDS AND COMMITTEES

Community Preservation Committee

| | |
|--|------|
| Craig Donaldson (Board of Selectmen Appointee) | 2018 |
| Lucretia Giese (Historical Commission Appointee) | 2018 |
| Evan Gorman (Housing Commission Appointee) | 2018 |
| Margaret Olson (Planning Board Appointee) | 2018 |
| Andrew Payne (Board of Selectmen Appointee) (FinCom) | 2019 |
| Virginia Reiner (Parks & Recreation Appointee) | 2018 |
| Richard Seldon (Conservation Commission Appointee) | 2020 |
| John Valpey (Board of Selectmen Appointee) | 2019 |
| Eric Zimmerman (Board of Selectmen Appointee) | 2019 |

APPOINTED BY VARIOUS BOARDS AND COMMITTEES

Capital Planning Committee

| | |
|---|------|
| Jacquelin Apsler (Library Trustees Appointee) | 2020 |
| Robyn Dunbar (Moderator Appointee) | 2019 |
| Jonathan Dwyer (Board of Selectmen Appointee) (Selectmen) | 2020 |
| James Henderson (Conservation Commission Appointee) | 2019 |
| Peter Hussey (Moderator Appointee) | 2018 |
| Maria Hylton (Board of Selectmen Appointee) | 2018 |
| Audrey Kalmus (Board of Selectmen Appointee) | 2019 |
| Peter Montero (Board of Selectmen Appointee) | 2020 |
| Alvin Schmertzler (School Committee Appointee) | 2018 |

Scholarship Fund Committee

| | |
|---|------|
| Carolyn Dwyer (Moderator Appointee) | 2018 |
| Nancy Marshall (Board of Selectmen Appointee) | 2020 |
| Barbara Slater (School Committee Appointee) | 2019 |

OFFICE OF THE TOWN CLERK

Susan F. Books, Town Clerk
Valerie Fox, Deputy Town Clerk
Susan Francis, Assistant Town Clerk

As we've written in this space previously, the Town Clerk's office (TCO) serves an ever-widening variety of purposes, but among the most foundational of those roles is that of **information management**, for and about the town and its generations of residents – past, present and future. Consider its core service functions:

- The TCO serves daily as the prime finder and tracker of the town's [e.g., OathMaster], and its residents' [think Vital Records], documented events and commitments;
- It serves also as the official recorder and certifier of the outcomes of the town's legislative session(s), known as a Special or Annual Town Meeting, in the distinctly direct form of democracy practiced in New England called the Town Meeting form of government, and;
- As of 2017, the Office of the Town Clerk is acknowledged at last and explicitly in the state's renewed Public Records Access law, as the primary hold, finder and provider of (hopefully) ready access to public information.

Information Management is likewise at the heart of the impending 2020 Federal Census, a huge, and hugely important, information gathering and managing effort that is already gearing up at the local level, through a program called LUCA in which the Secretary of the Commonwealth's Office acts as coordinator and convenor. One of the other aspects of the TCO's role as chief information officer for the Town is the great pleasure we've had in building a working relationship with Michael Dolan, the town's Director of Information Technology. Michael has been an invaluable partner with our office, most recently in preparation for our participation in the LUCA program, with its special technical precautions for handling census information. The initial phase of the LUCA program will intensify but come eventually to an end in 2018.

It is also this core responsibility for information management inherent in the mission of both the Library and the TCO that led to the partnership between the two departments which created the Town Archives program. The forthcoming year, 2018, will mark its tenth anniversary. Over those ten years, the program has responded to hundreds of research requests from residents looking for ready access to information concerning events and commitments of prior generations.

The Archives program, however, has done more than locate and organize and provide access to the documentary past; it has also prepared us for the present and the future of Information Management in the public sector.

The collaboration between the Library and the TCO, considered leading edge among Massachusetts municipalities (see the Town Archives report elsewhere in this volume for news of another town's consideration of a similar approach), has enabled the consolidation of their respective holdings (at the THV and the Library) and the creation of Finding Aids, or Inventories, across both venues that make "ready access" possible. In Town Offices, where public records are created daily, and where their disposition is regulated by state law, the Archives program has over those ten years:

- Created just such an Inventory of Lincoln's Public Records;
- Posted Annual Town Reports, from 1871 to the present, to the Digital Commonwealth, a cloud-based repository for the digital records of Massachusetts historical, cultural and municipal institutions, at <http://lincolnpl.org/services/archives/online-historical-collections>
- And has now developed an on-line exhibition capacity, which offers yet one more avenue for access to the Town's historic holdings. Check out the department's latest offering, available at <https://lincolntownarchives.omeka.net/> a story about one town figure of note told by another, developed by student intern Indrani Kharbanda this winter under Town Archivist Marie Wasnock's supervision.

As the department charged with providing access to information concerning local government, the TCO has long sought to perform this function pro-actively, rather than just passively, seeking to engage residents of all ages in the joys and jostlings of citizenship. The office's **outreach efforts** range from the Annual Induction Ceremony of newly elected Town officers to making occasional presentations at the Commons, but surely some of the most enjoyable of these efforts involve our public school students, to wit:

- The G8 Warrant Article program, coached with fellow democracy enthusiast and Town Moderator, Sarah Cannon Holden, won 2017 Town Meeting approval for the purchase of team benches for the LPS campus. The program is on hiatus for the 2018 academic year.
- We're thrilled to see the long-nurtured TOL municipal government internship offering at LSRHS yield two more LS students, Preeya Patel and Maddie Zuckerman, who worked, separately, over the summer and the fall. They have brightened our lives and lightened our workload.
- But with all due deference to the students we have already lauded, the absolute highlight in the Fun Category was the full scale election we orchestrated for the K-G4 students to choose the official 2018 dog tag color and shape. We thank Deputy Town Clerk, Valerie Fox, and

Assistant Town Clerk, Susan Francis for the extraordinary lesson and logistics planning that brought it all together. And we commend and thank their teachers and their principal for making it happen. We look forward to more such opportunities.

Before closing, I'd like to highlight another perhaps less widely recognized but surely "core" function of the office, and that is our service as the town's Cemetery Agent. Although most of us don't like to think about cemeteries until we have need of them, the town's four public cemeteries do serve an essential civic function for both the living and the departed. And the Cemetery Agent stands right at that juncture, assisting residents in remote or immediate contemplation of death. Such service is a privilege and an honor.

And so it was that it fell to our office to organize what became an outpouring of respect, affection and gratitude at the memorial Tea Party we hosted for former Town Clerk, Nancy Zuelke, at the Pierce House in May, after her unexpected death in April. As she was quoted as saying when she was presented with the Bright Light Award in 2016, "I'm just letting my light shine," and shine it did through decades of service to her community. She will be missed.

So, yes, the TCO has had a full and productive 2017. We've just concluded the lengthy and highly regulated acquisition process for three new state-of-the-art electronic voting tabulators. We've opened a new Public Records Access portal on the town website. We've welcomed Margaret Flint as a new member of the Registrars of Voters, just as solid and humbly reliable as her predecessor in office. We've introduced on-line credit card payments for dog licenses and vital records. And we've attended faithfully to the cemeteries' preservation needs, viewable [here, http://www.lincolntown.org/120/Cemetery-Commission](http://www.lincolntown.org/120/Cemetery-Commission); to making cemetery equipment, facilities and maintenance practices more environmentally friendly; and to ensuring that additional public burial space remains a consideration in the town's 2017-2024 Open Space and Recreation Plan.

We look forward to the opportunities and challenges ahead with gratitude, as always, for the many of you who've stepped up to help along the way, and with particular and heartfelt appreciation for my colleagues, Val and Susan, for the kindness, competence and good humor they bring to our work.

Respectfully submitted,
Susan F. Brooks

VITAL STATISTICS

The Registry of Vital Records and Statistics, within the Massachusetts Department of Public Health, is the state agency responsible for managing a comprehensive state-wide system of birth, death and marriage records, all of which are locally created. As reported previously, the Registry began the introduction, in 2011, of the Vital Information Partnership (VIP), a cloud based application which, when fully implemented, will significantly enhance creation, registration, retention, and retrieval efficiencies in the vital records system.

Implementation of the birth record component of the new, entirely electronic system, begun in 2011, is now fully operational; in fact, the system has now incorporated electronic birth records going all the way back to 1953. The even more elaborate system for the creation and management of death records was introduced in 2014, but did not go entirely, and painfully, "live" until the fall of 2015. Ease of use has greatly improved in the past year, although as a multi-user and rigidly sequential system, it will always be challenging to administer. The great benefit of the VIP program accrues to our customers whose vital record requests can now be much more readily provided.

As recommended by the Massachusetts Registry of Vital Records and Statistics, Lincoln birth, death and marriage records for 2017 will remain nameless. Information that is public record may be obtained in the Town Clerk's Office.

- The birth rate among Lincoln parents dropped in 2017, with 20 live births recorded as compared to 34 in 2016. Hanscom parents remain the most prolific part of the Town's birth rate, with 53 births reported at the Base. Girl babies overall outnumbered boy babies, 38 to 35, bringing the Town's total newborns for the year to 73.
- Thirty couples, sixteen from Lincoln, obtained marriage licenses from Lincoln in 2017. And the trend toward one-day solemnizers continues, with eight of this year's couples choosing this alternative type of officiant to preside over their weddings.
- Lincoln recorded seventy-one deaths this year, thirty-three of whom died at home, and another eighteen of whom were regarded as residents of communities other than Lincoln at the time of death. It is likely that the Town's death rate will continue to rise with the anticipated opening of a hospice facility in 2018. Thirteen of this year's decedents were veterans, six from World War II, four from the Korean conflict, and one from the Viet Nam War.

And, of no relation to Vital Statistics but a fact of presumed general interest, we're happy to report that seven hundred and ten dogs became bona fide license holders in 2017 under the aegis of their commendably responsible owners' applications for same.

ANNUAL TOWN MEETING
Saturday, March 25, 2017

Please note that the reporting, in this and subsequent years, of Warrant Articles that the Meeting votes to “pass over” will include the full text of the proposed article, not simply the Motion to Pass Over.

Pursuant to a Warrant duly served, the Meeting was called to order in the Donaldson Auditorium by the Moderator, Ms. Sarah Cannon Holden, at 9:40 a.m. The Return of Service for the Warrant was read, and a quorum being present (512 voters throughout the day), the following business was transacted:

The Moderator called attention to ARTICLE 1 of the Warrant (Election of Officers and three ballot questions), which was to be acted upon on Monday, March 27, 2017, at the Smith School Gym, with the polls open from 7:30 a.m. until 8:00 p.m.

ARTICLE 2 Proposed by the Selectmen

Voted: (Unanimously)

That Peter Braun and Renel Fredriksen be elected Fence Viewers, and that Jennifer Glass, JR Robinson, Laura Sander, Chris Kasper, Ruth Rothstein and Dilla Tingley be elected Measurers of Wood and Bark, for the ensuing year.

Before introducing the Consent Calendar with the following motion, the Moderator offers thanks to the many volunteers and staff who offer support on the day of and lead up to Town Meeting and fond acknowledgement of the contributions to the life of our community of those Lincoln residents who have passed away in the year since Town Meeting was last convened.

ARTICLE 3 Proposed by the Selectmen

Voted: (Unanimously, on the Consent Calendar)

That the reports of the Town Officers, Committees, Commissioners and Trustees, as printed in the annual Town Report, be accepted.

ARTICLE 4 Proposed by the Selectmen

Voted: (Unanimously, on the consent calendar)

That the Town set the salaries of the elected officials of the Town at the following amounts for the fiscal year beginning July 1, 2017:

Board of Selectmen Chair \$200

Board of Selectmen (Other members, each) \$100

Town Clerk \$90,003
 Assessors (Chair) \$200
 Assessors (Other members, each) \$175
 Water Commissioners (Each) \$75

ARTICLE 5 Proposed by the Selectmen

Voted: (Unanimously, after being held out from the Consent Calendar)

That the Town raise and appropriate the sum of \$42,500 by taxation to fund the Town's Senior Tax Work-off Program, as established pursuant to Massachusetts General Laws, Chapter 59, Section 5K.

ARTICLE 6 Proposed by the Selectmen

Voted: (Unanimously, on the consent Calendar)

That the Town raise and appropriate the sum of \$5,000 by taxation to fund the Town's Veteran's Tax Work-off Abatement Program, as established pursuant to Massachusetts General Laws, Chapter 59, Section 5N.

ARTICLE 7 Proposed by the Finance Committee

Voted: (Unanimously)

That the Town adopt as the FY18 budget appropriation the recommendations listed in the report of the Finance Committee (with the exceptions of held out Line Items 1122, 1310, 1331, 1911 and 61451, subsequently approved unanimously), printed on pages 49-54 inclusive, of the Financial Section and Warrant for the 2017 Annual Town Meeting as summarized in the chart below, and that all items be raised by taxation except to the following extent:

| APPROPRIATION SUMMARY - | FY2018 |
|--------------------------------|---------------|
| GENERAL GOVERNMENT | 3,013,002 |
| PUBLIC SAFETY | 3,914,957 |
| EDUCATION | 15,650,266 |
| PUBLIC WORKS & FACILITIES | 1,802,592 |
| HUMAN SERVICES | 237,501 |
| CULTURE & RECREATION | 1,629,397 |
| DEBT SERVICE | 1,048,425 |
| UNCLASSIFIED | 6,975,010 |

| | |
|--------------------------|-------------------|
| WATER DEPARTMENT | 1,158,374 |
| | |
| TOTAL - ARTICLE 7 | 35,429,524 |

- Dept. 1491 **Cemetery Department-Expenses-** \$5,000 to be transferred from Cemetery Perpetual Care Trust Fund Income-Expendable Trust.
- Dept. 1171 **Conservation Commission- Personnel Services-** \$15,000 to be transferred from the Wetlands Protection Fees-Receipts Reserved for Appropriation.
- Dept. 1290 **Town Offices- Personnel Services-** \$71,000 to be transferred from the Hanscom Fund.
- Dept. 1290 **Town Offices- Personnel Services-** \$60,000 to be transferred from the Water Enterprise Fund.
- Dept. 1331 **Lincoln Sudbury Regional High School- Assessment-**\$9,000 to be transferred from the PEG Access Cable Fund, contingent upon the approval of Article 27.
- Dept. 176-17754 **Debt Service- Principal & Interest-** \$16,549 to be transferred from various Premium on the Sale of Bonds accounts.
- Dept. 176-17754 **Debt Service-Principal & Interest-** \$11,441.94 to be transferred from Fund Balance Reserved for Debt Service account.
- Dept. 61451 **Water Department**
 - Personnel Services-** \$415,274 to be transferred from the Water Enterprise Fund
 - Expenses-** \$513,100 to be transferred from Water Enterprise Fund
 - Debt Service-** \$180,000 to be transferred from Water Enterprise Fund
- Dept. 614513 **Water Department- Emergency Reserve-** \$50,000 to be transferred from Water Enterprise Retained Earnings (Water Surplus).

ARTICLE 8 Proposed by the Capital Planning Committee
Voted: (Unanimously, with the exception of held out item N, subsequently voted unanimously)

That the Town accept the report of the Capital Planning Committee and that the following amounts (items A - N) be appropriated as stated in the table below for the following purposes, including, in each instance, all costs incidental and related thereto:

| FY18 CAPITAL PROJECTS | | | | |
|-----------------------|---|-----------|------------------|-----------------------------------|
| | ITEM | \$ AMT | SPONSOR | FUNDING SOURCE |
| A | To fund the repair of existing guardrail | \$25,000 | Selectmen | Raise and appropriate by taxation |
| B | To fund the replacement of the IT backup system for all Town servers, and any related equipment. | \$15,000 | Selectmen | Raise and appropriate by taxation |
| C | To fund the replacement of the operating system for the IT servers, and any related equipment. | \$30,000 | Selectmen | Raise and appropriate by taxation |
| D | To fund the replacement of the Library public access computers, and any related equipment. | \$13,000 | Selectmen | Raise and appropriate by taxation |
| E | To fund the additional monies needed for the installation of a ramp and stairs at the end of the Library Lane sidewalk. | \$20,000 | Library Trustees | Raise and appropriate by taxation |
| F | To fund a design study for the use of the first floor of the Library. | \$10,000 | Library Trustees | Raise and appropriate by taxation |
| G | To fund the replacement of the courier food service van for Lincoln Public Schools. | \$29,000 | School Committee | Raise and appropriate by taxation |
| H | To fund the purchase and installation of instructional technology-display & audio, and any related equipment. | \$163,000 | School Committee | Raise and appropriate by taxation |

| | | | | |
|---|--|----------|-----------|-----------------------------------|
| I | To fund the purchase and equipping of one replacement marked cruiser for the Police Department, and any related equipment, and to authorize the disposal of, by sale or otherwise, any related excess vehicles or equipment. | \$45,185 | Selectmen | Raise and appropriate by taxation |
| J | To fund the purchase and equipping of one replacement unmarked cruiser for the Police Department, and any related equipment, and to authorize the disposal of, by sale or otherwise, any related excess vehicles or equipment. | \$34,015 | Selectmen | Raise and appropriate by taxation |
| K | To fund the replacement and installation of two cruiser radar units, and to authorize the disposal of any related excess equipment. | \$4,820 | Selectmen | Raise and appropriate by taxation |
| L | To fund the replacement and upgrade of the Public Safety Building video recording system, and any related equipment. | \$9,685 | Selectmen | Raise and appropriate by taxation |
| M | To fund the purchase of a radio communications system for the Department of Public Works and Communications Department, and any related equipment. | \$25,055 | Selectmen | Raise and appropriate by taxation |
| N | To fund the purchase of electronic vote tabulators, and any related equipment. | \$18,000 | Selectmen | Raise and appropriate by taxation |

ARTICLE 9 Proposed by the Selectmen

Voted: (Unanimously)

That the Town of Lincoln raise and appropriate the sum of \$75,000.00 by taxation for the purchase of a used bucket truck for the Department of Public Works, including all costs incidental and related thereto; provided, however, that the vote taken hereunder shall be made contingent upon the approval by the voters of the Town at an election of a "capital outlay exclusion" in accordance with the provisions of Massachusetts General Laws, Chapter 59, Section 21C (i½), otherwise known as Proposition 2½, so-called.

ARTICLE 10 Proposed by the Selectmen

Voted: (Unanimously)

That the Town of Lincoln raise and appropriate the sum of \$75,000.00 by taxation for the purchase of a small dump truck for the Department of Public Works, including all costs incidental and related thereto; provided, however, that the vote taken hereunder shall be made contingent upon the approval by the voters of the Town at an election of a "capital outlay exclusion" in accordance with the provisions of Massachusetts General Laws, Chapter 59, Section 21C (i½), otherwise known as Proposition 2½, so-called.

ARTICLE 11 Proposed by the Community Preservation Committee

Voted: (Unanimously)

That the Town: 1) authorize the Board of Selectmen to acquire, by purchase, gift, and/or eminent domain, a portion or portions of the former Wang Family property located at 100 Bedford Road, consisting of approximately 12.6 acres, more or less, which parcels are identified on the Lincoln Assessors' Maps as a portion of Parcel 127-11-0 (approximately 3.5 acres), a portion of Parcel 127-10-0 (approximately .70 acres), Parcel 127-9-0 (approximately 1.4 acres), Parcel 127-7-0 (approximately 2.8 acres), Parcel 127-6-0 (approximately .58 acres), and Parcel 127-19-0 (approximately 3.7 acres), a portion of the above land (approximately 3 acres) to be held by the Board of Selectmen for recreational purposes, including, without limitation, for the development of an athletic field, and the remaining portion is to be acquired for conservation purposes under the provisions of G.L. c.40, §8C; 2) appropriate \$1,800,000 to fund this acquisition and costs related thereto, \$500,000 of which shall be transferred from General Community Preservation Act Fund Balance, and the Treasurer, with the approval of the Selectmen, is authorized to borrow the remaining \$1,300,000 under and pursuant to M.G.L. c. 44B (the Community Preservation Act) or any other enabling authority; authorize the Treasurer, with the approval of the Selectmen, to borrow said funds

under the provisions of G.L. c.44B, G.L. c.44 and/or any other enabling authority and to issue bonds or notes of the Town therefor; and further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs; and 3) authorize the Board of Selectmen to grant a restriction on the portion of said land to be used for conservation purposes, and further authorize the Board of Selectmen or its designees to enter into any and all agreements and execute any and all instruments as may be necessary or convenient to accomplish the foregoing purposes.

ARTICLE 12 Proposed by the Housing Commission

Voted: (Unanimously)

That the Town amend the Zoning By-Law of the Town of Lincoln, deleting Section 14.3, Accessory Apartments in a R-1 District, in its entirety, and replacing it with a new Section 14.3, to be consistent with Department of Housing and Community Development (DHCD) regulations, so that affordable accessory apartment units that are added in accordance with the terms of this Bylaw may be counted in the Town's Subsidized Housing Inventory (SHI), and by reorganizing and reformatting other provisions of this Section 14, as follows:

14.3 Accessory Apartments in an R-1 District

14.3.1 Definitions

(a) Accessory Apartment: a distinct portion of a single-family dwelling, or a unit in an accessory structure on a single-family lot, having its own kitchen, sleeping, and bathroom facilities, and subordinate in size to the principal part of the dwelling or structure.

(b) Affordable Accessory Apartment: An Accessory Apartment that is affordable to low and moderate income households, as defined by the Massachusetts Department of Housing and Community Development ("DHCD"), and that meets DHCD requirements for accessory apartments under the Local Initiative Program ("LIP") and for inclusion in the Town's Subsidized Housing Inventory.

(c) Multiple Accessory Apartments: More than one accessory apartment per lot.

14.3.2 Requirements for an Accessory Apartment

The Board of Appeals may grant a Special Permit for an Accessory Apartment, provided that the unit meets the following requirements:

(a) Floor Area: the Accessory Apartment shall not exceed 1200 square feet, and (for a unit included in a single-family dwelling) shall not exceed 35% of the floor area of the principal dwelling unit and Accessory Apartment combined.

(b) Lot Size: the lot on which the Accessory Apartment and principal dwelling unit are located shall contain at least 40,000 square feet.

(c) Age of Structure: The residential dwelling or the accessory structure in which the Accessory Apartment is to be located shall have been constructed at least ten (10) years prior to the date of application for the Special Permit. Any addition less than ten (10) years old shall be deemed to be part of the building(s), provided that the addition does not increase the floor area or volume of the original building(s) by more than 10% and does not alter the character of the building.

(d) Occupancy: either the Accessory Apartment or the principal residence is occupied by the owner of the lot on which the Accessory Apartment is to be located, except for bona fide temporary absences. If the lot on which the Accessory Apartment is to be located is owned by the Town of Lincoln, the owner-occupancy requirement of this paragraph shall not be applicable as long as the lot and the structures thereon continue to be owned by the Town of Lincoln.

(e) Sewage: Adequate provision shall be made for the disposal of sewage, waste and drainage generated by the occupancy of such Accessory Apartment in accordance with the requirements of the Board of Health, as certified by a written report from the Board of Health, submitted to the Board of Appeals before or at the public hearing.

(f) Access and Parking: adequate provision has been made for ingress and egress to the Accessory Apartment from the outside of the structure, and for off street parking of motor vehicles in such a fashion as is consistent with the character of a single family residence.

(g) Number of Units: There shall be no other apartment on the lot on which the apartment is to be located except as provided under Section 14.3.5, "Multiple Accessory Apartments".

(h) Appearance: The principal structure, after the creation of the Accessory Apartment, shall retain the appearance of a single-family

structure. In general, any new external entrances shall be located on the side or rear of the building.

(i) Effect on Adjacent Properties and the Neighborhood: the Board of Appeals shall find that the construction and/or occupancy of the Accessory Apartment will not be detrimental to the neighborhood in which the lot is located or injurious to persons or property.

14.3.3 Procedures

(a) The applicant shall consult with the Planning Board prior to the hearing and the Planning Board shall submit, in writing, prior to the hearing, its recommendation and report to the Board of Appeals. The report of the Planning Board shall include as a minimum:

(i) a determination of the area of the lot on which the apartment is located;

(ii) a general description of the neighborhood in which the lot lies and the effect of the proposed apartment on the neighborhood;

(iii) the Planning Board's recommendations as to the advisability of granting the Special Permit and as to any restrictions which should be imposed as a condition of such permit.

(b) The applicant shall obtain and submit to the Board of Appeals a written report of the Board of Health, certifying that the conditions of Section 14.3.2(e) have been met.

(c) The Board of Appeals shall hold a public hearing on the application, in accordance with the procedures specified in MGL Chapter 40A.

(d) The Board of Appeals shall give due consideration to the report of the Planning Board and, where its decision differs from the recommendation of the Planning Board, shall state the reasons therefor in writing.

14.3.4 Affordable Accessory Apartments

The intent of this section of the bylaw is to increase the availability of moderately priced housing that qualifies for inclusion on the Town's Subsidized Housing Inventory, thus developing a variety of housing to meet the needs of low and moderate income families, town employees, the young and the elderly.

The Affordable Accessory Apartment Program is a public/private partnership to maintain local control over housing development and to increase the town's supply of low and moderate income housing.

The Board of Appeals may approve a Special Permit for an Affordable Accessory Apartment, according to the same procedures as in Section 14.3.3, above. An Affordable Accessory Apartment shall meet the requirements set forth in Section 14.3.2 above, with the following conditions:

(a) The Affordable Accessory Apartment shall be approved by LIP and comply with LIP requirements, including but not limited to those contained within the Comprehensive Permit Guidelines: M.G.L. Chapter 40B Comprehensive Permit Projects - Subsidized Housing Inventory, in effect on the date of application for a Special Permit and as may be amended from time to time thereafter;

(b) Before the Affordable Accessory Apartment may be occupied, the owner(s) of the property shall execute a Regulatory Agreement and Declaration of Restrictive Covenants for Affordable Accessory Apartment Rental ("Regulatory Agreement"), enforceable by DHCD and the Town, or other form of affordable housing restriction as may then be in effect under the Local Initiative Program. The Regulatory Agreement shall be recorded with the Middlesex South Registry of Deeds;

(c) The Regulatory Agreement shall have a minimum term of 15 years;

(i) The Agreement shall terminate upon sale of the property, which, for purposes of this subsection, shall not include:

(1) A mortgage deed to secure repayment of a loan; or

(2) An inter-spousal transfer for nominal consideration where the transferor retains at least a fifty-percent ownership interest in the property; or

(3) A transfer to a trust for minimal consideration where the owner holds at least a fifty-percent beneficial interest in the property.

(ii) An owner may voluntarily terminate the Regulatory Agreement prior to its expiration with 60 days' notice, in accordance with the restrictions in such agreement. The owner shall notify the Town and DHCD, and record a notice of cancellation of the Special Permit at the Registry of Deeds. The termination of the Regulatory Agreement shall not take effect until the expiration of the current lease between the owner and the tenant occupying the Affordable Accessory Apartment.

(d) Upon termination of the Agreement, additional restrictions shall apply regarding repayment to the Town of any funds received from the Town pursuant to a grant or loan agreement.

(e) An Affordable Accessory Apartment may not be rented to an owner's family member (currently defined in DHCD regulations and guidelines as a parent, grandparent, son, daughter, uncle, aunt, niece, nephew, or sibling);

(f) The Affordable Accessory Apartment shall be subject to DHCD regulatory requirements, including requirements relative to pricing, tenant income eligibility, affirmative fair housing marketing and tenant selection plan, and maintenance. In particular, the Affordable Accessory Apartment shall be rented to income-qualified tenants selected through an open process established in accordance with the affirmative fair housing marketing plan, and the monthly rent shall not exceed the maximum affordable rent for a household of the appropriate size, as prescribed in the LIP affordable accessory apartment program guidelines and other applicable state regulations and requirements.

(g) The Lincoln Housing Commission, or other entity designated by the Board of Selectmen, shall act as the Local Project Administrator if approved by DHCD in accordance with DHCD guidelines and requirements.

14.3.5 Multiple Accessory Apartments

The Board of Appeals may issue a Special Permit under this section for more than one Accessory Apartment per lot (in which case Section 14.3.2(g) shall not apply) provided that, as a condition of the Special Permit:

(a) for each Accessory Apartment in excess of one, the owner shall designate a tract of land as "Open Space" contiguous to the lot on which the Accessory Apartments are to be constructed;

(b) the Open Space shall contain a minimum of 80,000 square feet for each Accessory Apartment in excess of one;

(c) prior to the commencement of any construction with respect to the Accessory Apartment, the Open Space shall be:

(i) designated as a separate lot and conveyed to the Town of Lincoln or the Lincoln Land Conservation Trust; or

(ii) placed under a conservation easement running to and enforceable by the Town or the Lincoln Land Conservation Trust.

(d) the Open Space shall be restricted to any one or more of the uses allowed in the C-Open Space District except that, subject to the approval of the Board of Health, the Board of Appeals may permit the Open Space to be used for subsurface waste disposal where it finds that such use would not be detrimental to the character or quality of the Open Space.

(e) the owner shall demonstrate to the satisfaction of the Board of Appeals that the Open Space meets all the applicable requirements to permit a dwelling to be constructed if the tract were subject to the restrictions of the R-1 Single Family Residence District for each apartment in excess of one.

14.3.6 Termination of Accessory Apartment Special Permits upon Sale of the Property

(a) The rights granted under the Special Permit for either an Accessory Apartment (including Multiple Accessory Apartments) or, an Affordable Accessory Apartment shall terminate upon sale of the property, which, for purposes of this subsection, shall not include:

(i) A mortgage deed to secure the repayment of a loan; or

(ii) An inter-spousal transfer for nominal consideration where the transferor retains at least a fifty-percent ownership interest in the property; or

(iii) A transfer to a trust for nominal consideration where the owner holds at least a fifty-percent beneficial interest in the property.

(iv) A transfer to a new owner where the new owner applies to and obtains from the Board of Appeals approval of the transfer of the Special Permit.

(b) A sale or transfer of title shall not dispossess the tenants of the Accessory Apartment or Affordable Accessory Apartment for the duration of their current tenancy.

(c) Any transfer or extension of a Special Permit for an Accessory Apartment or Affordable Accessory Apartment shall not be denied solely for the reason that the unit or property fails to comply with amendments made to Section 14.3 after the granting of the original Special Permit.

(d) In granting Special Permits under this Section 14.3, the Board of Appeals may impose restrictions as to manner and duration of use, in accordance with (and without limiting) Section 20.2(e).

ARTICLE 13 Proposed by the Housing Commission

Voted: (Unanimously)

That the Town authorize the Board of Selectmen to petition the General Court for special legislation substantially as set forth below, authorizing the Board of Assessors to exempt from property taxation the value of any affordable accessory apartment created consistent with Section 14 of the Town's Zoning Bylaw as amended pursuant to Article 12 of this Warrant; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court; and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general purpose objectives of this petition.

An Act Relative to Property Tax Exemptions for Rental Properties in the Town of Lincoln Deed Restricted as Affordable Housing

WHEREAS, the Town desires to increase the number of rental housing units in Lincoln that are affordable;

THEREFORE, the Town's representatives in the General Court are instructed to file a home rule petition for a special act entitled, "An Act Relative to Property Tax Exemptions for Rental Properties in the Town of Lincoln Deed Restricted as Affordable Housing" to read as follows:

SECTION 1. Notwithstanding the provisions of any general or special law to the contrary, upon the approval by the Attorney General of the

Town of Lincoln's Affordable Accessory Apartment Bylaw, the proportional value of affordable accessory dwelling units created under said by-law that are subject to an affordable housing deed restriction shall be exempt from taxation under Chapter 59 of the General Laws.

SECTION 2. Such exemption shall be equal to the tax otherwise owed on the property based on the assessed value of the entire property, including any accessory dwelling units multiplied by the square feet of the living space of all accessory dwelling units on the property that are restricted to occupancy by low or moderate income households, divided by the total square feet of all structures on the property. For purposes of determining the assessed value of the entire property, if by income approach to value, such assessment shall assume that all housing units are rented at fair market value.

SECTION 3. The date of determination as to the qualifying factors required by this act shall be September first of each year.

SECTION 4. This act shall take effect upon its passage.

ARTICLE 14 Proposed by the Community Preservation Committee

To see if the Town will vote to appropriate and transfer from Community Preservation Funds, or borrow under Chapter 44B, Section 11 of the General Laws or any other enabling authority, a sum of money for the purpose of funding a program for the creation and support of affordable accessory apartments, permitted under the Accessory Apartment Bylaw, with said funds to be expended under the direction of the Municipal Affordable Housing Trust, and to authorize the Board of Selectmen to accept affordable housing restrictions that may be granted to the Town pursuant to said program; or take any action relative thereto.

Voted: (Unanimously)

That the Town pass over this article.

ARTICLE 15 Proposed by the Community Preservation Committee

Voted: (Unanimously, with the exception of held out Item F, subsequently voted by majority)

That the Town receive and act upon a report from the Community Preservation Committee and that the following amounts (items A - Q) be appropriated or reserved from Fiscal Year 2018 Community Preservation Fund Revenues, or transferred from prior year's revenues for Community Preservation purposes as specified:

| CPA Article | Project | Total Appropriation | Source of Appropriation |
|------------------------|---|----------------------------|--|
| Appropriations: | | | |
| A | To fund, for historic preservation purposes, the FY18 debt service payment for the town offices renovation project. | \$398,875 | \$398,875 from FY18 CPA projected revenues |
| B | To fund, for historic preservation purposes, the restoration of the chimney at the Pierce House. | \$5,000 | \$5,000 from CPA historic reserves |
| C | To fund, for historic preservation purposes, the renovation of two interior bathrooms at the Pierce House. | \$15,000 | \$15,000 from CPA historic reserves |
| D | To fund, for historic preservation purposes, the replacement of the kitchen floor at the Pierce House. | \$10,000 | \$10,000 from CPA historic reserves |
| E | To fund, for historic preservation purposes, the replacement of deteriorated exterior wood clapboards and exterior wood trim at the Pierce House. | \$10,000 | \$10,000 from CPA historic reserves |
| F | To fund, for historic preservation purposes, the preservation of the Sophia Adams Family Register. | \$10,800 | \$10,800 from FY18 CPA projected revenues |
| G | To fund, for historic preservation purposes, the preservation of the Lincoln School Records Box 10. | \$5,940 | \$5,940 from FY18 CPA projected revenues |
| H | To fund, for historic preservation purposes, the preservation of the Lincoln School Records Box 7. | \$6,259 | \$6,259 from FY18 CPA projected revenues |
| I | To fund, for historic preservation purposes, the preservation of the Poll & Estate Tax Assessments, for the years 1861, 1863, 1864, 1866 | \$7,412 | \$7,412 from FY18 CPA projected revenues |

| | | | |
|---|---|------------------|--|
| J | To fund, for open space purposes, a transfer of money to the Conservation Fund. | \$40,000 | \$40,000 from FY18 CPA projected revenues |
| K | To fund CPC administrative expenses. | \$3,000 | \$3,000 from FY18 CPA projected revenues |
| L | To fund FY18 debt service payments due on permanent borrowing for previously voted CPA projects. | \$93,150 | \$93,150 from FY18 CPA projected revenues |
| M | To fund, for open space and recreation purposes, debt service payments, contingent upon the passage of Article 11, on a borrowing for the Wang Property land acquisition. | \$135,500 | \$135,500 from FY18 CPA projected revenues |
| | Project Appropriation Subtotal | \$740,936 | |
| | Reserves: | | |
| N | Housing Reserve | \$55,257 | from additional FY17 state revenue and FY18 CPA projected revenues |
| O | Open Space/Land Acquisition Reserve | \$0.00 | |
| P | Historic Preservation Reserve | \$0.00 | |
| Q | Recreation Reserve | \$0.00 | |
| | Reserves Subtotal | \$55,257 | |
| | Additional Appropriation: | \$0.00 | |
| | Grand Total of all CPA Appropriations: | \$796,193 | |
| | | | |

Article 15 Explanations

This article proposes projects recommended by the Community Preservation Committee under Lincoln's Community Preservation Act (CPA) passed at the March, 2002 Annual Town Meeting and the November, 2002 Election. The descriptions of the proposed projects/actions are contained below:

- A. **Debt Service on Town Offices Renovation-** The 2011 Town Meeting approved project costs of \$6.8 million to renovate the Town Office Building. Of that total, \$1,000,000 was appropriated from CPA funds to reduce the Town borrowing. The annual debt service on the bond is \$398,875. It is recommended that CPA funds be used for this historic purpose in FY 2018.
- B. **Pierce House Chimney Restoration-** Restoration of the chimney at Pierce House to remedy deterioration of the existing structure.
- C. **Pierce House Renovation of Bathrooms-**Renovation of two interior bathrooms on the second floor, updating outdated and high-water use fixtures with low-water consumption fixtures, and remodeling all other surfaces, to reflect the House's period style.
- D. **Pierce House Kitchen Floor-**Replace the existing 20 year old kitchen floor with commercial grade sheet flooring to accommodate high foot traffic of vendors during Pierce House events.
- E. **Pierce House Exterior Wood Replacement-**Replace existing deteriorated exterior wood clapboards and wood trim to preserve the aesthetic and historic nature of the House.
- F. **Sophia Adams Family Register-**Sophia Adams, a cousin of President John Adams and President John Quincy Adams, wrought an embroidery in 1823 of her family genealogy when she was a 13 year old child living in Lincoln. Conservation and framing of Sophia Adams' Family Register will preserve it for future generations.
- G. **Lincoln School Records Box 10-**This box of records contains a variety of documents including open letters to Lincoln residents, a history of the founding of the Carroll School, yearbooks, and pamphlets about the proposed Lincoln Sudbury Regional High School dated 1954. Preservation of these records will preserve them for future generations and make them more widely accessible for researchers.

- H. **Lincoln School Records Box 7**-This box of records contains a variety of documents including new building specifications from as far back as 1852, financial records from 1931-1933, letters and meeting minutes about efforts to build new schools and new additions to schools from as far back as 1946 through 1969, meeting minutes of the Lincoln School Committee from 1999-2000, and reports about building a municipal swimming pool behind Brooks School. Preservation of these records will preserve them for future generations and make them more widely accessible for researchers.

- I. **Poll & Estate Tax Assessments**-Preservation of four volumes of poll & estate tax assessment information for the years 1861, 1863, 1864 and 1866. Each volume includes a letter from the Collector of the Town of Lincoln listing highway and State tax amounts to be collected from residents. This information is valuable to researchers who are studying Lincoln.

- J. **Conservation Fund**-The Conservation Commission has requested transfer of \$40,000 to the town's Conservation Fund for expenditures consistent with the Community Preservation Act, the Conservation Fund and the town's Open Space Plan. This will bring up the balance of the Conservation Fund to \$100,000. Monies in the Conservation Fund allow the Conservation Commission to respond quickly when lands of conservation interest become available for purchase, to provide a purchase option deposit, or to fund expenses such as surveyors or for soil testing. CPA funds previously transferred to the town's Conservation Fund have been used to purchase the Heck property, the Booth property and the Flint property (north of Route 2).

- K. **Administrative Expenses**- These funds will be used primarily to pay the annual membership dues in the Community Preservation Coalition, a statewide organization that represents the interests of CPA communities. Other administrative expenses include costs associated with public information, mailings, and public hearings. Any funds not spent prior to the end of FY18 will be returned to the CPA Fund.

- L. **FY18 Debt Service Payments**- Debt payment costs associated with the eighth and final year of permanent financing for previously voted CPA projects pursuant to Article 8 of the April 2, 2005 Town Meeting including the Harrington Row Land Acquisition, Affordable Housing – Sunnyside Lane construction and rehabilitation, and the Library Gund Roof replacement.

- M. **Wang Property Debt Service Payments-** Debt payment costs associated with the first year of permanent financing, contingent upon passage of Article 11, for the Wang Property land acquisition.
- N. **Housing Reserve** - The CPA requires that a minimum of 10% of annual revenues be spent or set aside for affordable housing.
- O. **Open Space/Land Acquisition Reserve** - The CPA requires that a minimum of 10% of annual revenues be spent or set aside for open space/land conservation.
- P. **Historic Preservation Reserve** - The CPA requires that a minimum of 10% of annual revenues be spent or set aside for historic preservation.
- Q. **Recreation Reserve** – The CPA permits, but does not require, the Town to spend or set aside funds for recreational purposes. No funds are reserved for recreational purposes at this time.

ARTICLE 16 Proposed by Citizens' Petition

Voted: (Unanimously)

That the Town support the proposal of the Eighth Grade Warrant Article Group to purchase and install a certain number of benches at some of the Town's playing fields for use by athletic teams and others, and to transfer from Free Cash \$2,000 for such purpose, including all costs incidental and related thereto.

ARTICLE 17 Proposed by the School Committee

Voted: (Unanimously, on the Consent Calendar)

That the Town raise and appropriate the sum of \$75,000 by taxation to be used for the repair and maintenance of certain Lincoln School Campus classrooms and buildings, including all costs incidental and related thereto.

ARTICLE 18 Proposed by the Selectmen

Voted: (Unanimously, on the Consent Calendar)

That the Town raise and appropriate the sum of \$111,500 by taxation to be used for the repair and maintenance of certain Town buildings, including all costs incidental and related thereto.

ARTICLE 19 Proposed by the Library Trustees

Voted: (Unanimously, on the Consent Calendar)

That the Town raise and appropriate the sum of \$44,000 by taxation to be used for the repair and maintenance of the Lincoln Library, including all costs incidental and related thereto.

ARTICLE 20 Proposed by the Finance Committee

Voted: (Unanimously)

That the Town raise and appropriate the sum of \$310,000 by taxation to add funds to the Debt Stabilization Fund, so called, previously established pursuant to the March 26, 2011 Town Meeting, Article 19, in accordance with Massachusetts General Laws, Chapter 40, Section 5B, for the purpose of funding future capital expenditures and debt service payments; and to transfer to the Debt Stabilization Fund the sum of money appropriated under Article 7 for the Lincoln-Sudbury Regional High School that exceeds the final Lincoln assessment for FY 2018 that is voted by the Lincoln-Sudbury Regional High School Committee for FY 2018 in accordance with law.

ARTICLE 21 Proposed by the Finance Committee

Voted: (Unanimously)

That the Town raise and appropriate the sum of \$850,000 by taxation to add funds to the Group Insurance Liability Fund established by Chapter 474 of the Acts of 2008, which Fund will help offset the Town's so-called "other post-employment benefits" liability established by the Statements 43 and 45 of the Governmental Accounting Standards Board.

ARTICLE 22 Proposed by the Finance Committee

Voted: (Unanimously)

That the Town raise and appropriate \$55,000 by taxation, to add funds, representing Lincoln's proportionate share of the contribution recommended by the Lincoln Sudbury Regional High School Committee, to the Lincoln Sudbury Regional School District Retirees Health Insurance Trust Fund, established by the acceptance of Chapter 32B, Section 20 of the Massachusetts General Laws, as amended by Chapter 68, section 57 of the Acts of 2011, for Lincoln Sudbury Regional High School, which Fund will help offset the High School's so-called "other post-employment benefits" liability established by Statements 43 and 45 of the Governmental Accounting Standards Board.

ARTICLE 23 Proposed by the Selectmen

Voted: (Unanimously, on the Consent Calendar)

That the Town accept and expend such sum or sums of money that may be available under the provisions of Massachusetts General Laws, Chapter 90 or other state roadway reimbursement programs and to authorize the Board of Selectmen to enter into a contract with the

Massachusetts Department of Transportation Highway Division and to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow in anticipation of 100% reimbursement of said amounts.

ARTICLE 24 Proposed by the School Committee

Voted: (Unanimously, on the Consent Calendar)

That the Town transfer from Free Cash the sum of \$40,000, said sum being equal to the state reimbursement amounts for Special Education Medicaid expenses, to supplement the FY18 Lincoln School operating budget.

ARTICLE 25 Proposed by the Selectmen

Voted: (Unanimously)

That the Town act on a recommendation from the Board of Selectmen and Finance Committee and present the annual Bright Light Award to the Town Clerk and her staff for their work, above and beyond, in providing an early voting option which more than 1,950 Lincoln voters availed themselves of and to transfer from Free Cash the sum of \$500 to support this award.

The Moderator adjourned the meeting for lunch with instructions to return at 1:50, at which time a brilliant preview of the Lincoln Schools' production of Lion King was presented in the darkened Auditorium to rave reviews. The Meeting resumed at 2:08.

ARTICLE 26 Proposed by the Selectmen

Voted: (Unanimously, on the Consent Calendar)

That the Town vote, pursuant to the provisions of G.L. c.44, §53E½, as most recently amended, to amend the General Bylaws by inserting a new bylaw establishing various revolving funds, specifying the departmental receipts to be credited to each fund, the departmental purposes or programs for which each fund may be expended, and the entity authorized to expend each fund, such bylaw to provide as follows:

Revolving Funds

There are hereby established in the Town of Lincoln pursuant to the provisions of G.L. c.44, §53E½, the following Revolving Funds:

| PROGRAM or PURPOSE | REVENUE SOURCE | AUTHORITY TO SPEND FUNDS | USE OF FUNDS | FISCAL YEARS |
|---------------------------|-----------------------|---------------------------------|---|-------------------------|
| Student Transportation | Bus Fees | School Committee | To defray expenses related to student transportation . | 2018& subsequent years |
| Preschool Program | User Fees | School Committee | To defray expenses related to Preschool Program services. | 2018 & subsequent years |
| Fire Alarm | Alarm Fees | Lincoln Fire Department | To defray expenses related to fire alarm services. | 2018 & subsequent years |
| Affordable Housing | Rental Income | Housing Commission | To defray expenses for maintenance and rehabilitation of town-owned affordable homes, to cover administrative costs of running the housing program, and to defray miscellaneous costs of memberships and training for the | 2018 & subsequent years |

| | | | | |
|-------------------|-----------------|---------------------------|---|-------------------------|
| | | | housing commission members, staff, and members of related boards. | |
| Firearms Licenses | Firearm Fees | Lincoln Police Department | To defray expenses related to the administration of the firearms licensing program. | 2018 & subsequent years |
| Ambulance | Service charges | Lincoln Fire Department | To defray expenses related to ambulance service operations and to build the balance in the fund to offset the purchase of a future ambulance. | 2018 & subsequent years |

| | | | | |
|----------------------------|----------------------------|------------------------------|---|-------------------------|
| Parks & Recreation | Parks & Rec Fees | Parks & Recreation Committee | To defray expenses related to Town activities organized or sponsored by the Parks & Recreation Committee. | 2018 & subsequent years |
| Transfer Station/Recycling | Recycling Program receipts | Highway Department | To defray expenses related to transfer station operations. | 2018 & subsequent years |
| Codman Farmhouse | Lease Fees | Board of Selectmen | To defray expenses related to the care and maintenance of the Codman Farmhouse. | 2018 & subsequent years |

Expenditures from each revolving fund set forth herein shall be subject to the limitation established annually by Town Meeting or any increase therein as may be authorized in accordance with G.L. c.44, §53E½.

And, further, to set FY2018 spending limits for such revolving funds as follows:

| REVOLVING FUND | SPENDING LIMIT |
|------------------------|-----------------------|
| Student Transportation | \$80,000 |
| Preschool Program | \$135,000 |
| Fire Alarm | \$25,000 |
| Affordable Housing | \$100,000 |
| Firearms Licenses | \$8,500 |
| Ambulance | \$100,000 |
| Parks & Recreation | \$30,000 |

| | |
|----------------------------|----------|
| Transfer Station/Recycling | \$5,000 |
| Codman Farmhouse | \$25,000 |

Article 27 Proposed by the Selectmen

Voted: (Unanimously, on the Consent Calendar)

That the Town appropriate \$42,300 from the PEG Access and Cable Related Fund, previously established at the March 19, 2016 Town Meeting, Article 32, to support cable related purposes consistent with the franchise agreement between cable operators and the Town of Lincoln, including, but not limited to: (i) support of public, educational or governmental access cable television services; (ii) monitor compliance of the cable operator with the franchise agreement; or (iii) prepare for renewal of the franchise license.

ARTICLE 28 Proposed by the Water Department

Voted: (Unanimously, on the Consent Calendar)

That the Town appropriate and transfer \$32,000 from Water Enterprise Retained Earnings for the purchase of a replacement vehicle, including all costs incidental and related thereto.

ARTICLE 29 Proposed by the Water Department

Voted: (Unanimously, on the Consent Calendar)

That the Town appropriate and transfer \$17,000 from Water Enterprise Retained Earnings for the replacement of the finish water pump at the Treatment Plant, including all costs incidental and related thereto.

ARTICLE 30 Proposed by the Water Department

To see if the Town will vote to appropriate and transfer a sum of money from Water Enterprise Retained Earnings for a replacement strainer at the Treatment Plant, including all costs incidental and related thereto; or take any other action relative thereto.

Voted: (Unanimously)

That the Town pass over this article.

ARTICLE 31 Proposed by the Water Department

Voted: (Unanimously, on the Consent Calendar)

That the Town appropriate and transfer \$28,000 from Water Enterprise Retained Earnings for a mixer at the Bedford Road storage tank, including all costs incidental and related thereto.

ARTICLE 32 Proposed by the Finance Committee

Voted: (Unanimously)

That the Town transfer from free cash the sum of \$3,973,500 to reduce the total amount to be raised by taxation pursuant to the votes previously taken under Article 7 of this Warrant, or any other article of this Warrant authorizing the appropriation of funds.

ARTICLE 33 Proposed by the School Committee

Voted: (Unanimously)

That the Town amend the vote taken under Article 30 of the March 28, 2015 Town Meeting raising and appropriating the sum of \$750,000, contingent upon a Capital Outlay Exclusion, which was approved at the March 30, 2015 Town Election, for a Feasibility Study to develop building project renovation or repair choices for the Lincoln School located at Ballfield Road, only in the event the Town was invited to participate in the Massachusetts School Building Authority (MSBA) Grant Program, **to instead provide that such funds shall be used for a Feasibility Study, including all costs incidental and related thereto, conducted by a School Building Committee appointed by the School Committee, to assist the School Committee, independent of the MSBA, and including engagement with the community in an inclusive process and building on the work of previous committees, in developing building project choices for the Lincoln School, located at Ballfield Road, that will serve the District's educational goals, meet long-term facilities needs, and necessitate a MINIMUM Town investment of \$30 million.**

ARTICLE 34 Proposed by the School Committee

To see if the Town, in order to financially support a comprehensive renovation of the Lincoln School, will vote to seek partnership with the Massachusetts School Building Authority (MSBA) by supporting the School Committee in filing a Statement of Interest with the MSBA; or take any other action relative thereto.

Voted: (Unanimously)

That the Town pass over this article.

ARTICLE 35 Proposed by the Selectmen

Voted: (By clear majority)

That the Town raise and appropriate the sum of \$150,000 by taxation for the purpose of funding a feasibility study and preliminary design development plans for a community center to be located within the Hartwell Complex of the Ballfield Road school campus, including all costs incidental and related thereto; provided, however, that the vote taken hereunder shall be made contingent upon approval by the voters of the Town at an election of a "capital outlay exclusion" in accordance with the provisions of Massachusetts General Laws, Chapter 59, Section 21C(i½), otherwise known as Proposition 2 ½, so-called.

ARTICLE 36 Proposed by the Selectmen

Voted: (By the required 2/3 vote as Declared by the Moderator, following an affirmative vote by a clear majority on the addition of **sub-section four (4) below**, itself subjected to a friendly amendment as signified ~~thusly~~.)

That the Town take the following actions to change the purpose for which the parcel of land known generally as the Town Landfill, described more particularly below, is held by the Town and to authorize the Board of Selectmen to enter into two types of agreements with a solar energy provider in connection with solar energy facilities on the Town landfill: (1) net metering credit or power purchase agreement, for the purchase, by the Town, of energy or energy and/or net metering credits and (2) payment-in-lieu of taxes agreement, to allow the Town to better predict the tax revenues related to solar energy facilities, as set forth below; and further authorize the Board of Selectmen to take such other actions as may be necessary or convenient to accomplish the foregoing purposes:

(1) Use of Closed Landfill for Lease to Solar Energy Provider:

Transfer the care, custody and control of a portion of the parcel of land commonly known as the Town Landfill, located at the corner of Route 2A (North Great Road) and Mill Street, and shown as Assessors Map 115, Lot 19, the portion being a parcel of land containing 309,850 square feet, more or less, approximately 7.1 acres, as shown on a plan captioned "Plan of Land in Lincoln, Massachusetts," dated March 15, 1995, and recorded as Plan No. 380 of 1995 at the Middlesex South Registry of Deeds, and more particularly described in Appendix A to the "Vote of the Board of Selectmen taken at a meeting on May 1, 1995," from the Board of Selectmen for active and passive recreation and open space purposes to the Board of Selectmen for general municipal purposes. Such purposes shall include, without limitation, for active and passive recreation and closed landfill purposes, and also for the purpose of leasing said land for solar energy purposes; and authorize the Board of Selectmen to lease said land or any interest therein to a solar energy provider for the installation and operation of solar energy facilities and to grant such easements, on such terms and conditions and for such a duration, up to twenty-five (25) years, as the Board deems appropriate, and to take such other action as may be necessary to effectuate said transfer and lease, including but not limited to seeking an amendment to the landfill closure approval as issued by the Department of Environmental Protection and the filing of a home rule petition with the General Court for purposes of authorizing the transfer of such land consistent with the provisions of Article 97 of the Massachusetts Constitution; and

(2) Power Purchase/Net Metering Agreement(s) with Solar Energy Provider:

Authorize the Board of Selectmen to enter into a renewable energy power purchase and/or net metering credit purchase agreement, including an agreement for the purchase of power and net metering credits generated by a solar energy facility, for a term of up to twenty-five (25) years, on such terms and conditions as the Board of Selectmen deems to be in the best interests of the Town; and

(3) PILOT Agreement(s) with Solar Energy Provider:

Authorize the Board of Selectmen to negotiate and enter into an agreement for payments-in-lieu-of-taxes ("PILOT") pursuant to M.G.L. Chapter 59, Section 38H(b), and Chapter 164, Section 1, or any other enabling authority, for both real property and personal property taxes associated with a privately owned and operated solar energy facility to be located on the Town's landfill property as shown on Assessor's Map 115, Lot 19 for a term of up to twenty-five (25) years on such terms and conditions as the Board of Selectmen deems to be in the best interest of the Town.

(4) The town shall devote best reasonable efforts to using the existing driveway from Route 2A as the sole access for construction and maintenance of said solar energy facility.

ARTICLE 37 Proposed by the Selectmen

Voted: (By majority, following majority affirmative vote to amend by striking balance of text after 17C, as ~~indicated thusly.~~)

That the Town accept the provisions of Massachusetts General Law, Chapter 90, Section 17C. ~~in the interests of public safety and without further authority, to establish a speed limit of 25 miles per hour on any roadway inside a thickly settled or business district in the Town of Lincoln on any way that is not a state highway.~~

ARTICLE 38 Proposed by the Agricultural Commission

Voted: (By the required 2/3 vote as Declared by the Moderator, following an affirmative majority vote to amend by striking out the ~~second sentence~~ of section 6.1, sub-section (f) as follows)

That the Town amend the Zoning By-Law, Sections 6.1 (uses permitted), 6.2 (special permits) and 23 (definitions) as follows, with proposed deletions to the bylaw language shown in ~~striketrough text~~ and additions shown in ***bolded italic text.***

6.1 Uses Permitted:

(a) one building containing one dwelling unit used as a single family residence;

(b) rooming or boarding house for not over three lodgers;

(c) museums and libraries owned and operated by the Town or by a public charitable organization with respect to which the Town elects or appoints members of the governing board, and parks, playgrounds, conservation area, water supply areas and land owned and operated for the public enjoyment or service by a public or semi-public agency;

(d) preservation of a lot in its natural conditions; fields, pastures and wood lots; orchards, nurseries, truck gardens and farms, but not including ~~piggeries~~ or farms operated in substantial part for disposal of garbage, sewage, offal or renderings; greenhouses for private uses; keeping of pets and farm animals for residents' use; sale or the offering for sale of farm produce by an owner, ~~or~~ resident tenant, **lessee or licensee** of the land in the Town providing ~~ed~~ that, for **parcels under five acres**, a **substantial majority of the proceeds results from the sales** ~~portion of such produce of products~~ is raised within the Town;

(e) the commercial keeping, raising, breeding or training of farm animals, except pigs, for food, fiber or other agricultural purposes on lots between 2 acres and 5 acres, generating sales less than \$5,000.00 per acre annually which shall be calculated as the average of the previous three consecutive years. Proper enclosures and generally accepted agricultural practices shall be used. Commercial animal farmers will contact the Animal Inspector to set up annual inspections.

The annual sales limit shall be adjusted in January using the CPI-U Index from December and compounded annually.

(f) commercial greenhouses on parcels between 2 acres and 5 acres, generating annual sales less than \$5,000.00 per acre. This monetary limit does not apply to off-site sales.

For purposes of 6.1 (e) and 6.1 (f) above, a lot that contains 80,000 square feet shall be considered to be 2 acres.

(e **g**) accessory uses on the same lot, if entirely auxiliary to uses as permitted in **6.1(a) through 6.1(d f)**;

~~(h)~~ professional office, studio, laboratory, and workshop accommodating occupations customarily conducted in Lincoln in a residence or building accessory thereto by a person residing on the premises, provided that:

i. such use is clearly incidental and secondary to the use of the premises for residential purposes;

ii. not more than one person other than residents of the premises is engaged in the conduct of the home occupation, whether as an employee or otherwise;

iii. no offensive noise, vibration, smoke, dust, odors, heat, glare or unsightliness is produced;

iv. there is no public display of goods or wares and there are no signs except as permitted in **Section 16**;

v. there is no exterior storage of material or equipment (including the parking of more than one commercial vehicle) and no other exterior indication of such use or variation from the residential character of the premises;

vi. there are adequate off-street parking spaces for employees and for visitors in connection with the home occupation which does not substantially alter the appearance of the premises as a single family residence.

vii. such use does not require the parking of more than four vehicles used by persons engaged in the occupation, clients, customers or patients on a regular basis;

viii. traffic generated by such use is not inconsistent with traffic usually associated with a single family residence.

(g *i*) religious or educational uses governed by **M.G.L. c. 40A, s. 3** (see Section 19.1.e)

~~(h j)~~ other uses that cannot be prohibited under **M.G.L. c.40A, s.3**.

6.2 The following uses require a Special Permit from the Board of Appeals, as provided in **Section 20** below, with the written advice of the Planning Board in each case; , **and when pertaining to agriculture, the additional written advice from the**

Agricultural Commission. See **M.G.L. c.40A, s.3** for specifically described uses that may be exempt from this special permit requirement.

(a) hospital, sanitarium, nursing home or charitable institution other than those defined in **Section 5.3**;

(b) use of land or structure by a public utility or by the Town;

(c) community club or country club and golf course not conducted for profit;

(d) commercial greenhouses **on parcels under 5 acres generating annual sales greater than \$5,000.00 per acre**;

(e) the commercial raising and , keeping, **breeding or training of farm animals for food, fiber, or other agricultural purposes, on parcels under 5 acres, generating sales greater than \$5,000.00 per acre annually which shall be calculated as the average of the previous three consecutive years.** of poultry for other purposes than the use by the occupants of the residence, or the boarding, training, raising, or breeding of dogs other than for the residents' own use as pets or farm animals (e.g., sheep dogs), or the training, raising, breeding or offering for hire of riding horses other than for the residents' own use.

(f) the commercial raising, keeping, and breeding of pigs.

(g) the boarding, training, raising, or breeding of dogs other than farm dogs or any dogs for the residents' own use as pets, or the offering for hire of riding horses other than for the residents' own use.

(h) private, non-commercial radio and television towers; provided that a permit to erect and maintain such a tower in connection with the operation of an amateur radio station shall not be denied unless the safety of the public will be endangered by such erection or maintenance;

(i) any museum or library not referred to in **Section 6.1(c) or 6.1(g i)** above;

(j) any occupation which otherwise meets the requirements of **Section 6.1(f h)** but which requires the parking of more than four motor vehicles on a regular basis or with respect to which more

than one person other than the residents of the premises is engaged in the conduct of such occupation;

(~~l~~-k) an occupation not currently customarily conducted in a residence in Lincoln which is customarily conducted in residences in other communities, and which is as consistent with the residential character of the premises as those occupations permitted under **Section 6.1(f h)**, provided that the requirements of **Section 6.1(f h), (i - viii)** are met.

Section 23 Definitions.

Farm Animal: *Livestock including horses, poultry, swine, cattle and other domesticated animals used for food or fiber purposes; fish, bees and fur-bearing animals.*

Farm Produce: *for the purpose of this bylaw only, under uses permitted, Section 6.1(d), farm produce shall include all products derived from agriculture, horticulture, floriculture, silviculture, and viticulture, but not to include animals or animal products, except honey.*

Manure Management: *Management and disposal of manure shall be done according to Generally Accepted Agriculture Practices to contain and prevent the runoff of leachate. Manure management shall comply with Section 12.4 of the Zoning Bylaw, Aquifer Protection and Watershed Protection Overlay Districts relating to manure management and to 310 CMR 22.02 definitions of Zone I and Zone II and accompanying regulations.*

Generally Accepted Agricultural Practices: *Keeping livestock healthy requires proper nutrition, appropriate shelter, and suitable containment. Refer to the guidelines of Massachusetts Department of Agriculture Resources (MDAR) for livestock owners.*

ARTICLE 39 Proposed by the Selectmen

Voted: (By the required 2/3 vote as declared by the Moderator)

That the Town amend the Zoning Bylaw of the Town of Lincoln by adding a new Section 18.6, **TEMPORARY MORATORIUM ON RECREATIONAL MARIJUANA ESTABLISHMENTS**, as below.

Section 18.6, Temporary Moratorium on Recreational Marijuana Establishments

§1. Purpose.

On November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, processing, distribution, possession and use of marijuana for recreational purposes. The law, which allows certain personal use and possession of marijuana, began to take effect on December 15, 2016 and requires a Cannabis Control Commission to issue regulations regarding licensing of commercial activities by March 15, 2018.

Currently under the Zoning Bylaw, a Recreational Marijuana Establishment, as defined in G.L. c. 94G, §1, is not a permitted use in the Town. Regulations to be promulgated by the Cannabis Control Commission may provide guidance on certain aspects of local regulation of Recreational Marijuana Establishments.

The regulation of Recreational Marijuana Establishments raises novel legal, planning, and public safety issues and the Town needs time to study and consider the regulation of Recreational Marijuana Establishments and address such issues, as well as to address the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of Recreational Marijuana Establishments. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Recreational Marijuana Establishments so as to allow the Town sufficient time to address the effects of such structures and uses in the Town and to adopt provisions of the Zoning Bylaw in a consistent manner.

§2. Definition.

"Recreational Marijuana establishment" shall mean "a marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business."

§3 Temporary Moratorium.

For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for Recreational Marijuana Establishments and other uses related to recreational marijuana. The moratorium shall be in effect through November 30, 2018 or until such time as the Town adopts Zoning Bylaw amendments that regulate Recreational Marijuana Establishments, whichever occurs earlier. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of recreational marijuana in the Town, consider the Cannabis Control Commission regulations regarding Recreational Marijuana Establishments and shall consider adopting a new Zoning Bylaw in response to these new uses.

ARTICLE 40 Proposed by the Planning Board and Green Energy Committee
Voted: (Unanimously)

That the Town amend the Zoning By-Law, Sections 13.6.3, 13.6.4 and 13.6.5 with proposed deletions to the bylaw language shown in ~~strike through~~ text and additions are shown in ***bolded italic text***.

13.6 Solar Energy Systems.

13.6.1 Purpose The purpose of this Solar Energy System By-Law is to encourage investment in Solar Energy Systems in the Town of Lincoln, while providing guidelines for the installation of those systems that are consistent with the character of the Town and are necessary to protect the public health, safety and general welfare.

13.6.2 Definitions

Building-Integrated Solar Energy System - A Solar Energy System that is an integral part of a principal or accessory building replacing or substituting for an architectural or structural component of the building. Building-Integrated Solar Energy Systems include but are not limited to Photovoltaic, hot air, or hot water solar systems that are contained within roofing materials, walls, windows, or skylights.

Photovoltaic (PV) - The technology that uses a semi-conductor material to convert light directly into electricity.

Solar Collector Panel -Any part of a Solar Energy System that absorbs solar energy for use in the system's energy transformation process. The Solar Collector Panel does not include frames, supports, or mounting hardware.

Solar Energy System – A device or structural design feature, a substantial purpose of which is to provide for the collection, storage, and distribution of solar energy for space heating or cooling, electrical generation, or water heating.

13.6.3 General Standards

(a) A Solar Energy System shall provide power for the principal use and /or accessory use of the property on which the Solar Energy System is located and shall not be used for the generation of power for the sale of energy to other users, although this provision shall not prohibit the sale of excess power generated to the local utility company.

(b) Whenever practical, all Solar Energy Systems shall be installed on an existing dwelling or building. All other systems shall require site plan review under Section 17.7.

(c) A Solar Energy System shall not be used to display advertising, including but not limited to signage.

(d) Solar Energy Systems shall be placed and arranged such that reflected solar glare shall not be directed onto adjacent buildings, properties or roadways.

~~(e) Roof-mounted Solar Energy Systems shall be set back a minimum of 4 foot from all roof edges (eaves, gutterline, ridge) of the roof surface.~~

~~(f)~~ Appurtenant electric, piping, wiring or equipment for Solar Energy Systems shall be allowed to extend beyond the perimeter of the building on a side or rear yard exposure.

13.6.4 Design Standards in Residential Districts

(a) Building-Mounted Solar Energy Systems

Building-mounted Solar Energy Systems are permitted in the following locations:

i. On the roofs of principal and accessory structures, and/or

ii. On side and rear building facades

The Planning Board may waive strict compliance and allow a building mounted Solar Energy System and/or appurtenant electric, piping, wiring or equipment for such Solar Energy System on the front façade of the building where it determines such action to be consistent with the purpose and intent of the zoning bylaw and otherwise in the public interest.

iii. Building-Integrated Solar Energy Systems are also permitted on front or corner building facades

All Solar Energy System appurtenances such as, but not limited to, plumbing, water tanks, mounting structures, and support equipment shall be screened to the maximum extent possible without compromising the effectiveness of the Solar Collector Panels.

(b) Roof-Mounted Solar Energy Systems

All roof-mounted Solar Collector Panels on a sloped roof will be subject to the following height limitations:

- i. The top surface of any Solar Collector Panel mounted on a south-facing sloped roof shall not exceed 12 inches above the adjacent finished roof surface
- ii. The top surface of any Solar Collector Panel mounted on a north -, east-, or west-facing sloped roof shall not exceed 24 inches above the adjacent finished roof surface
- iii. The top most point of any Solar Collector Panel mounted on a flat roof (1/2 inch or less per foot slope) shall not exceed 30 inches above the adjacent finished roof surface on flat roofs with or without parapets

The Planning Board may waive strict compliance of these height limitations and allow a roof-mounted solar energy system to exceed such height limitations where it determines such action to be consistent with the purpose and intent of the zoning bylaw and otherwise in the public interest.

The Planning Board may waive strict compliance and allow appurtenant electric, piping, wiring or equipment for roof mounted Solar Energy Systems on the front façade of the building where it determines such action to be consistent with the purpose and intent of the zoning bylaw and otherwise in the public interest.

(c) Ground-Mounted Solar Energy Systems

Ground mounted Solar Energy Systems shall be treated as an accessory structure and require site plan review under Section 17.7.

Ground-mounted Solar Energy Systems shall comply with all minimum setback requirements. Ground-mounted Solar Energy Systems shall not be located within the front yard, defined as the area between the front façade of the dwelling extended to the side property lines and extending to the street line (corner lots have two (2) front facades).

The Planning Board may waive strict compliance and allow a ground mounted Solar Energy System to be located within the front yard where it determines such action to be consistent with the purpose and intent of the zoning bylaw and otherwise in the public interest.

Ground- or pole-mounted Solar Energy Systems shall not exceed the maximum height of ~~ten~~ **twelve** feet. The Planning Board may waive strict compliance and allow a ground- or pole-mounted Solar Energy System to exceed such height limitation where it determines such action

to be consistent with the purpose and intent of the zoning bylaw and otherwise in the public interest.

13.6.5 Design Standards in Non-Residential Districts

(a) Building-Mounted Solar Energy Systems

Building-mounted Solar Energy Systems are permitted in the following locations:

- i. On the roofs of principal and accessory structures, and/or
- ii. On side and rear building facades

The Planning Board may waive strict compliance and allow a building mounted Solar Energy System and/or appurtenant electric, piping, wiring or equipment for such Solar Energy System on the front façade of the building where it determines such action to be consistent with the purpose and intent of the zoning bylaw and otherwise in the public interest.

- iii. In addition, Building-Integrated Solar Energy Systems are permitted on front or corner building facades

All Solar Energy System appurtenances such as, but not limited to, plumbing, water tanks, mounting structures, and support equipment shall be screened to the maximum extent possible without compromising the effectiveness of the Solar Collector Panels.

(b) Roof-Mounted Solar Energy Systems

All roof-mounted Solar Collector Panels on a sloped roof will be subject to the following height limitations:

- i. The top surface of any Solar Collector Panel mounted on a south-facing sloped roof shall not exceed 12 inches above the adjacent finished roof surface
- ii. The top surface of any Solar Collector Panel mounted on a north -, east-, or west-facing sloped roof shall not exceed 24 inches above the adjacent finished roof surface
- iii. The top most point of any Solar Collector Panel mounted on a flat roof (1/2 inch or less per foot slope) shall not exceed 30 inches above the adjacent finished roof surface on flat roofs with or without parapets

The Planning Board may waive strict compliance of these height limitations and allow roof-mounted Solar Energy Systems to exceed such height limitations where it determines such action to be consistent with the purpose and intent of the zoning bylaw and otherwise in the public interest.

The Planning Board may waive strict compliance and allow appurtenant electric, piping, wiring or equipment for roof mounted Solar Energy Systems on the front façade of the building where it determines such action to be consistent with the purpose and intent of the zoning bylaw and otherwise in the public interest.

(c) Ground-Mounted Solar Energy Systems

Ground-mounted Solar Energy Systems shall be treated as an accessory structure and require site plan review under Sections 17.1-17.6.

Ground-mounted Solar Energy Systems shall comply with all minimum setback requirements. Ground-mounted Solar Energy Systems shall not be located within the front yard, defined as the area between the front façade of the main building (or structure) extended to the side property lines and extending to the street line (corner lots have two (2) front facades).

The Planning Board may waive strict compliance and allow a ground mounted Solar Energy System to be located within the front yard where it determines such action to be consistent with the purpose and intent of the zoning bylaw and otherwise in the public interest.

A ground- or pole-mounted Solar Energy System shall not exceed the maximum height of ~~ten~~ **twelve** feet. The Planning Board may waive strict compliance of this height limitation and exceed such height limitation where it determines such action to be consistent with the purpose and intent of the zoning bylaw and otherwise in the public interest.

ARTICLE 41 Proposed by Citizens' Petition

To see if the Town will vote to amend the General Bylaws by adopting a bylaw entitled "The Regulation of Sale and Use of Bottled Water" as follows; or take any other action relative thereto:

Section I. Findings and Purpose

Plastic “disposable” water bottles made of polyethylene terephthalate (PET) contribute hazards to human health, societal economies, wildlife, and the environment. Examples of these problems include:

- 1) Americans discard more than 30 million tons of plastic a year. Only 8 percent of that gets recycled. The rest ends up in landfills, is incinerated, or becomes the invasive species known as 'litter.' The amount of solid waste created by one-use plastic water bottles is staggering.
- 2) Chemicals leached by plastics are in the blood and tissue of nearly all of us. Exposure to them is linked to cancers, birth defects, impaired immunity, endocrine disruption and other ailments.
- 3) There are thousands of landfills in the United States. Buried beneath each one of them, plastic leachate full of toxic chemicals is seeping into groundwater and flowing downstream into lakes and rivers.
- 4) Manufacturers' additives in plastics, like flame retardants, BPAs and PVCs, can leach their own toxicants. These oily poisons repel water and stick to petroleum-based objects like plastic debris.
- 5) Entanglement, ingestion and habitat disruption all result from plastic ending up in the spaces where animals live. In our oceans alone, plastic debris outweighs zooplankton by a ratio of 36-to-1. Plastic cannot biodegrade; it breaks down into smaller and smaller pieces over time, but is still plastic.
- 6) In the face of a growing global water crisis, water bottling corporations are turning water into a profit-driven commodity when it needs to be regarded as a human right. The town of Lincoln has high quality tap water, and provides regular governmental reports on its quality. The recommended eight glasses of water a day, at U.S. tap rates equals about \$.49 per year; that same amount of bottled water is about \$1,400.

The purpose of this Bylaw is to protect the town’s beauty, reduce litter, protect the health of present and future generations, and save the citizens of the Town money that is needlessly spent on packaged water from distant sources in one-use bottles.

SECTION II. Regulated Conduct

It shall be unlawful to sell non-reusable polyethylene terephthalate (PET) bottles of 1 litre (34 ounces) or less containing uncarbonated, unflavored drinking water in the Town of Lincoln on or after the effective date of this bylaw. Proposed effective date of this bylaw: June 1, 2017

Water may be provided for free in any form.

In the event of a declaration (by Emergency Management Director, other duly-authorized Town, Commonwealth, or United States official) of an emergency affecting the availability and/or quality of drinking water to Lincoln residents, citizens and officials shall be exempt from this bylaw until seven days after such declaration has ended.

SECTION III. Enforcement

Police officers and Health Agents shall have the authority to enforce this bylaw. This bylaw may be enforced through any lawful means in law or in equity, including but not limited to, noncriminal disposition pursuant to G.L. c. 40 § 21D and Article VI of the General Bylaws.

Violations of this bylaw are punishable by a fine of up to \$300 per violation.

If non-criminal disposition is elected, then any person that violates any provision of this bylaw shall be subject to the following penalties:

First Offense: written warning

Second Offense: \$25 penalty

Third and subsequent offense: \$50 penalty

SECTION IV.

If the Town Manager determines that the cost of implementing and enforcing this Bylaw has become unreasonable, then the Town Manager shall so advise the Board of Selectmen and the Board of Selectmen shall conduct a Public Hearing to inform the citizens of such costs. Subsequent to the Public Hearing, the Board of Selectmen may continue this Bylaw in force or may suspend it permanently or for such length of time as the Board may determine.

SECTION V.

If any provision of this bylaw shall be held to be invalid by a court of competent jurisdiction, then such provision shall be considered separately and apart from the remaining provisions of this bylaw, which shall remain in full force and effect.

Voted: (By large majority)

That the Town express its support for the environmental concerns that led the Lincoln-Sudbury Environmental Club to develop proposed plastic ban bylaws and, further, that the Town urge the Lincoln-Sudbury Environmental Club to continue to explore options, including the contemplated bylaws, in consultation with key Lincoln stakeholder groups

and report their findings to the fall State of the Town Meeting, with the possibility that any proposed bylaws would be presented for consideration during the March, 2018 Annual Town Meeting.

ARTICLE 42 Citizens' Petition

To see if the Town will vote to amend the General Bylaws by adopting a bylaw entitled "Plastic Bag Ban" as follows; or take any other action relative thereto.

Section I Findings and Purpose

Plastic check-out bags have a significant impact on the marine and terrestrial environment, including but not limited to: 1) harming marine and terrestrial animals through ingestion and entanglement; 2) polluting and degrading the terrestrial and marine environments; 3) clogging storm drainage systems; 4) creating a burden for solid waste disposal and recycling facilities; 5) requiring the use of non-renewable fossil-fuel in their composition. Studies have shown that even alternative "compostable" or "biodegradable" bags require very specific and controlled conditions in order to biodegrade, and have potentially negative environmental effects similar to conventional plastic bags. Such bags should therefore be subject to the same restrictions as conventional plastic check-out bags.

The purpose of this Bylaw is to protect the Town's unique natural beauty and irreplaceable natural resources by reducing the number of single-use plastic checkout bags that are distributed in the Town of Lincoln and to promote the use of reusable bags.

Section II Definitions

The following words shall, unless the context clearly requires otherwise, have the following meanings:

"Check-out bag" shall mean a bag provided by a store to a customer at the point of sale. Checkout bags shall not include bags, whether plastic or not, in which loose produce or products are placed by the consumer to deliver such items to the point of sale or check out area of the store.

"Health Agent" shall mean the Health Agent for the Lincoln Board of Health or his/her designee.

"Recyclable paper bag" shall mean a paper bag that is 100% recyclable and contains at least 40% post-consumer recycled content, and displays in a visible manner on the outside of the bag (1) the word "recyclable" or a symbol identifying the bag as recyclable and (2) a label identifying the bag as being made from post-consumer recycled content and the percentage of postconsumer recycled content in the bag.

“Reusable Check-out bag” shall mean a sewn bag with stitched handles that is specifically designed for multiple reuse and that (1) can carry 25 pounds over a distance of 300 feet; (2) is machine washable; and, (3) is either (a) made of natural fibers (such as cotton or linen); or (b) made of durable, non-toxic plastic other than polyethylene or polyvinyl chloride that is generally considered a food-grade material that is more than 4 mils thick.

“Retail Establishment” shall mean any business facility that sells goods directly to the consumer whether for or not for profit, including, but not limited to, retail stores, restaurants, pharmacies, convenience and grocery stores, liquor stores, seasonal and temporary businesses.

“Thin-Film, Single-Use Plastic Check-Out Bags” shall mean those bags typically with handles, constructed of high-density polyethylene (HDPE), low density polyethylene (LDPE), linear low density polyethylene (LLDPE), polyvinyl chloride (PVC), polyethylene terephthalate (PET), or polypropylene (other than woven and non-woven polypropylene fabric), if said film is less than 4.0 mils in thickness.

Section III Regulated Conduct

a. No Retail Establishment in the Town of Lincoln shall provide Thin-Film, Single-Use Plastic Check-Out Bags to customers after January 1, 2018, for Retail Establishments with a floor area equal to or exceeding 3,500 square feet or with at least two locations under the same name within the Town of Lincoln that total 3,500 square feet or more, or after July 1, 2017 for Retail Establishments less than 3,500 square feet.

b. If a Retail Establishment provides or sells Check-Out Bags to customers, the bags must be one of the following:

1. Recyclable paper bag; or
2. Reusable Check-Out bag. For reusable bags, public information advising customers to sanitize reusable bags to prevent food-borne illness must be displayed at point of checkout.

c. Charges.

1. Retail Establishments which provide Recyclable Paper Bags or Compostable Plastic Bags shall charge for each such bag, a reasonable amount to cover cost. The Checkout Bag charge shall be retained by the Retail Establishment.
2. Any charge for a Checkout Bag shall be separately stated on a receipt provided to the customer at the time of sale and shall be identified as the “Checkout Bag Charge” thereon.

Section IV Exemption

Thin-film plastic bags typically without handles which are used to contain dry cleaning, newspapers, produce, meat, bulk foods, wet items, and other similar merchandise are not prohibited under this bylaw.

Section V Enforcement

Police officers and Health Agents shall have the authority to enforce this bylaw. This bylaw may be enforced through any lawful means in law or in equity, including but not limited to, noncriminal disposition pursuant to G.L. c. 40 § 21D and Article VI of the General Bylaws. Violations of this bylaw are punishable by a fine of up to \$300 per violation.

If non-criminal disposition is elected, then any Retail Establishment that violates any provision of this bylaw shall be subject to the following penalties:

First Offense: written warning

Second Offense: \$50 penalty

Third and subsequent offense: \$200 penalty

Section VI Exemptions

The Board of Health may exempt a Retail Establishment from the requirements of this bylaw for a period of up to six months upon a finding by the Director that (1) the requirements of this section would cause undue hardship; or (2) a Retail Establishment requires additional time in order to draw down an existing inventory of thin-film, single-use check-out plastic bags.

Section VII Regulations

The Board of Health may adopt and amend rules and regulations to effectuate the purposes of this bylaw.

Section VIII Severability

If any provision of this bylaw is declared invalid or unenforceable the other provisions shall not be affected thereby.

Voted: (By large majority)

That the Town express its support for the environmental concerns that led the Lincoln-Sudbury Environmental Club to develop proposed plastic ban bylaws and, further, that the Town urge the Lincoln-Sudbury Environmental Club to continue to explore options, including the contemplated bylaws, in consultation with key Lincoln stakeholder groups and report their findings to the fall State of the Town Meeting, with the possibility that any proposed bylaws would be presented for consideration during the March, 2018 Annual Town Meeting.

Following the Moderator's brief meditation on the value and the requirements of democracy, a motion, at 6:10 pm, to dissolve the 2017 Annual Town Meeting was carried unanimously.

Respectfully submitted,
Susan F. Brooks, Town Clerk

ANNUAL TOWN ELECTION
March 27, 2017

In accordance with Article One of the Warrant for the Annual Town Meeting, the polls were opened at 7:30 am by Town Clerk, Susan F. Brooks, assisted by Deputy Town Clerk, Valerie Fox, and Elections Clerk, Pat Arseneault. The following Deputy Wardens assisted Ms. Brooks throughout the day: Connie Lewis, Jeff Eaton, Alaric Naiman, Agnes Wiggin and Judy Fox. Results as indicated:

| ANNUAL TOWN ELECTION | | | |
|---------------------------------|----------------|----------------|--------------|
| March 27, 2017 | | | |
| OFFICIAL RESULTS | | | |
| Ballots cast: | | | 725 |
| Registered Voters: | | | 4593 |
| Turnout: | | | 15.8% |
| Offices and Candidates | Prec. 1 | Prec. 2 | Total |
| BOARD OF SELECTMEN 3 yrs | | | |
| Jonathan Dwyer | 439 | 216 | 655 |
| Blanks | 46 | 19 | 65 |
| All Others | 4 | 1 | 5 |
| BOARD OF SELECTMEN 1 yr | | | |
| Jennifer Glass | 410 | 201 | 611 |
| Allen Vander Meulen | 63 | 28 | 91 |
| Blanks | 16 | 7 | 23 |
| All Others | 0 | 0 | 0 |
| BOARD OF ASSESSORS 3 yrs | | | |
| Ellen Meadors | 403 | 191 | 594 |
| Blanks | 86 | 45 | 131 |
| All Others | 0 | 0 | 0 |
| BOARD OF ASSESSORS 2 yrs | | | |
| Laura Sander | 401 | 183 | 584 |
| BLANK | 88 | 53 | 141 |
| WRITE-IN | 0 | 0 | 0 |

| | | | | |
|----------------------------------|------------------|------------------------|------|--------------|
| BOARD OF HEALTH | | | | |
| Frederick Mansfield | 407 | 190 | 597 | |
| Blanks | 82 | 46 | 128 | |
| All Others | 0 | 0 | 0 | |
| CEMETERY COMMISSION | | | | |
| Manley Boyce | 410 | 187 | 597 | |
| Blanks | 79 | 49 | 128 | |
| All Others | 0 | 0 | 0 | |
| COMM OF TRUST FUNDS | | | | |
| Blanks | 462 | 219 | 681 | |
| All Others | 23 | 10 | 33 | |
| W-I Derek Paul Fitzgerald | 4 | 7 | 11 | |
| DECORDOVA TRUSTEE | | | | |
| Stacy Osur | 389 | 191 | 580 | |
| Blanks | 98 | 44 | 142 | |
| All Others | 2 | 1 | 3 | |
| HOUSING COMMISSION 3 yrs | | | | |
| Blanks | 464 | 226 | 690 | |
| All Others | 16 | 8 | 24 | |
| W-I Renel Fredriksen | 9 | 2 | 11 | |
| HOUSING COMMISSION 1 yr | | | | |
| Rakesh Karmacharya | 380 | 173 | 553 | |
| Blanks | 108 | 63 | 171 | |
| All Others | 1 | 0 | 1 | |
| LSRHS 2 for 3 yrs | | | | |
| | Pct1 Pct2 | Lincoln Sudbury | | TOTAL |
| Patricia Mostue | 415 199 | 614 | 1169 | 1783 |
| Craig Gruber | 251 102 | 353 | 1206 | 1559 |
| Blanks | 312 171 | 483 | 1337 | 1820 |
| All Others | 0 0 | 0 | 6 | 6 |
| Moderator | | | | |

| | | | |
|-----------------------------------|-----|-----|-----|
| Sarah Cannon Holden | 415 | 191 | 606 |
| Blanks | 73 | 44 | 117 |
| All Others | 1 | 1 | 2 |
| PARKS and RECREATION | | | |
| Margit Griffith | 408 | 190 | 598 |
| Blanks | 79 | 46 | 125 |
| All Others | 2 | 0 | 2 |
| PLANNING BOARD 2 for 3 yrs | | | |
| Lynn De Lisi | 344 | 170 | 514 |
| Richard Rundell | 362 | 160 | 522 |
| Blanks | 271 | 142 | 413 |
| All Others | 1 | 0 | 1 |
| SCHOOL COM. 2 for 3 yrs | | | |
| Jena Salon | 366 | 175 | 541 |
| Tara Lynn Mitchell | 360 | 164 | 524 |
| Blanks | 252 | 133 | 385 |
| All Others | 0 | 0 | 0 |
| BEMIS TRUSTEE 1 for 3 yrs | | | |
| John MacLachlan | 208 | 120 | 328 |
| Stanley J. Solomon | 126 | 42 | 168 |
| Blanks | 155 | 74 | 229 |
| All Others | 0 | 0 | 0 |
| BEMIS TRUSTEE 1 for 1 yr | | | |
| Melinda Abraham | 383 | 173 | 556 |
| Blanks | 106 | 63 | 169 |
| All Others | 0 | 0 | 0 |
| WATER COMMISSIONER | | | |
| Ruth Ann Hendrickson | 405 | 188 | 593 |
| Blanks | 84 | 48 | 132 |
| All Others | 0 | 0 | 0 |

| | | | |
|--|------------|------------|------------|
| 1. DPW bucket truck capital exclusion | | | |
| YES | 409 | 200 | 609 |
| NO | 35 | 22 | 57 |
| Blank | 45 | 14 | 59 |
| 2. DPW dump truck capital exclusion | | | |
| YES | 397 | 198 | 595 |
| NO | 44 | 22 | 66 |
| Blank | 48 | 16 | 64 |
| 3. Community Ctr. Feasibility capital exclusion | | | |
| YES | 363 | 173 | 536 |
| NO | 80 | 46 | 126 |
| Blank | 46 | 17 | 63 |
| Ballots Cast | 489 | 236 | 725 |

FINANCE
FINANCE DIRECTOR/TOWN ACCOUNTANT
 Colleen Wilkins

Town of Lincoln, Massachusetts
Combined Balance Sheet - All Fund Types and Account Groups
 June 30, 2017

| | Governmental Fund Types | | Proprietary Fund Type | | Fiduciary Fund Type | | General | | Totals (Memo Only) |
|--|-------------------------|---------------------|-----------------------|--------------------|---------------------|-------------------------|----------------------|---------------------------|-----------------------|
| | General | Special Revenue | Capital Projects | Enterprise | Trust & Agency | Self Insured Trust Fund | Long Term Debt Group | Fixed Asset Account Group | |
| | | | | | | | | | |
| Assets | | | | | | | | | |
| Cash/Investments | 13,385,933 | 12,384,061 | 484,619 | 1,763,667 | 9,350,086 | | | | 37,368,375 |
| Petty Cash | 900 | 945 | | | | | | | 1,845 |
| Receivables: | | | | | | | | | - |
| Property Taxes | 635,800 | 628 | | | | | | | 636,428 |
| Allowance for Abatements and Exemptions | (304,901) | | | | | | | | (304,901) |
| Excises | 127,995 | | | | | | | | 127,995 |
| Tax Liens | 69,853 | 806 | | 1,647 | | | | | 72,306 |
| Tax Possession | 31,150 | | | | | | | | 31,150 |
| Departmental Receivables | 290 | 38,977 | | 75 | | | | | 39,342 |
| Subdivision Bond -40 Deerhaven | 25,000 | | | | | | | | 25,000 |
| User Charges, Net of Allowance for Uncollectible | | | | 43,804 | | | | | 43,804 |
| Due from Other Governments | | 320,757 | | | | | | | 320,757 |
| Fixed Assets, Net of Depreciation | | | | 12,687,079 | | | | 88,599,364 | 101,286,443 |
| Land | | | | | | | | | - |
| Accum Depr Plant Machinery & Equip | | | | (5,194,780) | | | | | (5,194,780) |
| Accum Depr Machinery & Equip | | | | | | | | (26,054,537) | (26,054,537) |
| Amount to be Provided for Payment of Bonds | | | | | | | 8,450,000 | | 8,450,000 |
| Total Assets | \$13,972,020 | \$12,746,175 | \$484,619 | \$9,301,492 | \$9,350,086 | \$0 | \$8,450,000 | \$62,544,827 | \$116,849,228 |

| | | | | | | | | | |
|--|----------------------|----------------------|-------------------|---------------------|---------------------|-------------|-------------|---------------------|-----------------------|
| Liabilities and Fund Equity | | | | | | | | | |
| Liabilities: | | | | | | | | | |
| Warrants Payable | 374,648 | 237,595 | 27,295 | 58,355 | 3,140 | | | | 701,033 |
| Accrued Payroll | 1,064,029 | 849,354 | | 21,395 | 902 | | | | 1,935,680 |
| Withholding Payable | 469,271 | | | | | | | | 469,271 |
| Unclaimed Items | 20,910 | 73 | | | | | | | 20,983 |
| Due to Proprietary Funds | | | | | | | | | - |
| Due to Other Governments | (112) | | | 1,475,000 | | | | 8,450,000 | (112) |
| Bonds Payable | | | | | | | | | 9,925,000 |
| BANS | | | | | | | | | - |
| Guarantee Deposits | 25,000 | | | | | | | | 25,000 |
| Other Liabilities (IBNR, Agency Accts) | | | | | 259,083 | | | | 259,083 |
| Deferred Revenue: | | | | 43,804 | | | | | 43,804 |
| Def Rev Intergovernmental | | 320,757 | | | | | | | 320,757 |
| Property Taxes | (120,344) | 1,900 | | | | | | | (118,444) |
| Property Tax Accruals | | | | | | | | | - |
| Excises | 127,996 | | | | | | | | 127,996 |
| Tax Possessions | 31,150 | | | | | | | | 31,150 |
| Tax Liens | 69,853 | 806 | | 1,647 | | | | | 72,306 |
| Dept Receivables | 290 | 38,977 | | 75 | | | | | 39,342 |
| Def taxes | 348,004 | | | | | | | | 348,004 |
| | | | | | | | | | - |
| | | | | | | | | | - |
| Total Liabilities | \$ 2,410,696 | \$ 1,449,462 | \$ 27,295 | \$ 1,600,276 | \$ 263,125 | \$ - | \$ - | \$ 8,450,000 | \$ 14,200,854 |
| Fund Equity: | | | | | | | | | |
| Invested in Capital Assets, Net | | | | | | | | | |
| Retained Earnings: | | | | 6,017,299 | | | | | 68,562,126 |
| Reserved for Encumbrances | | | | | | | | | - |
| Unreserved Retained Earnings | | | | 1,536,091 | | | | | 1,536,091 |
| Fund Balances: | | | | | | | | | - |
| Reserved for Endowments | | | | | | | | | - |
| Reserved for Encumbrances | 1,910,377 | 282,983 | | 52,826 | | 1,093,622 | | | 1,093,622 |
| Reserved for Expenditure | 3,971,400 | 910,496 | | 95,000 | | | | | 2,246,186 |
| Reserved for Snow & Ice | | | | | | | | | 4,976,897 |
| Reserved for CPA purposes | | | | | | | | | - |
| Reserved for Debt Service | | 299,912 | | | | | | | 299,912 |
| Unreserved Fund Balance: | | | | | | | | | - |
| Designated | | | | | | | | | - |
| Undesignated | 5,679,547 | 9,803,321 | 2,513 | | | | | | 2,513 |
| | | | 454,811 | | | | | | |
| | | | 457,324 | | | | | | |
| Total Fund Equity | 11,581,324 | 11,296,713 | 457,324 | 7,701,216 | 9,086,971 | \$ - | \$ - | \$ 8,450,000 | \$ 102,648,375 |
| | | | | | | | | | 62,544,827 |
| Total Liabilities and Fund Equity | \$ 13,972,020 | \$ 12,746,175 | \$ 484,619 | \$ 9,301,492 | \$ 9,350,096 | \$ - | \$ - | \$ 8,450,000 | \$ 116,849,228 |

COLLECTOR'S REPORT
Krystal Elder, Collector
Cash Balances as of June 30, 2017

| Description | Balance 6/30/2016 | Commitments / New Charges | Abatements / Credits | Payments Received | Balance 6/30/2017 |
|---|-----------------------|------------------------------|-------------------------|-------------------------|----------------------|
| REAL ESTATE TAXES | | | | | |
| Tax Title Accounts | 644.56 | 69,207.94 | | | 69,852.50 |
| Taxes in Deferral | 349,805.36 | 56,030.46 | | 57,831.38 | 348,004.44 |
| 2013 Real Estate | 7,077.59 | | | 3,903.56 | 3,174.03 |
| 2014 Real Estate | 12,800.38 | | | 12,797.52 | 2.86 |
| 2015 Real Estate | 64,485.28 | | | 56,822.34 | 7,662.94 |
| 2016 Real Estate | 229,468.53 | | | 213,027.71 | 16,440.82 |
| 2017 Real Estate | (39,161.62) | 27,760,343.78 | 101,015.94 | 27,370,849.05 | 249,317.17 |
| Real Estate Possession | 31,150.00 | | | | 31,150.00 |
| TOTAL REAL ESTATE | \$ 656,270.08 | \$ 27,885,582.18 | \$ 101,015.94 | \$ 27,715,231.56 | \$ 725,604.76 |
| PERSONAL PROPERTY TAXES | | | | | |
| 2000 Personal Property | 866.20 | | | | 866.20 |
| 2001 Personal Property | 1,047.69 | | | | 1,047.69 |
| 2002 Personal Property | 1,103.59 | | | | 1,103.59 |
| 2003 Personal Property | 372.58 | | | | 372.58 |
| 2004 Personal Property | 2,010.04 | | | | 2,010.04 |
| 2005 Personal Property | 1,618.64 | | | | 1,618.64 |
| 2007 Personal Property | 398.81 | | | | 398.81 |
| 2008 Personal Property | 179.75 | | | | 179.75 |
| 2009 Personal Property | 23.81 | | | | 23.81 |
| 2011 Personal Property | 3.64 | | | | 3.64 |
| 2012 Personal Property | 606.40 | | | | 606.40 |
| 2013 Personal Property | 658.39 | | | | 658.39 |
| 2014 Personal Property | - | | | | - |
| 2015 Personal Property | 2.79 | | | | 2.79 |
| 2016 Personal Property | 847.92 | | | 295.86 | 552.06 |
| 2017 Personal Property | | 592,886.54 | 13,463.83 | 577,669.75 | 1,752.96 |
| TOTAL PERSONAL PROPERTY | \$ 9,740.25 | \$ 592,886.54 | \$ 13,463.83 | \$ 577,965.61 | \$ 11,197.35 |
| MOTOR VEHICLE AND TRAILER EXCISE | | | | | |
| 2008 Excise | 4,157.82 | | | | 4,157.82 |
| 2009 Excise | 4,123.98 | | | | 4,123.98 |
| 2010 Excise | 4,288.96 | | | | 4,288.96 |
| 2011 Excise | 4,595.96 | | | 24.06 | 4,571.90 |
| 2012 Excise | 6,938.66 | | | 305.84 | 6,632.82 |
| 2013 Excise | 6,548.94 | | | 748.13 | 5,800.81 |
| 2014 Excise | 9,234.22 | | 1,151.99 | 1,533.69 | 6,548.54 |
| 2015 Excise | 14,952.11 | | 2,043.97 | 6,051.11 | 6,857.03 |
| 2016 Excise | 89,048.56 | 104,574.82 | 21,697.61 | 153,270.48 | 18,655.29 |
| 2017 Excise | | 886,290.00 | 21,855.56 | 796,076.46 | 66,357.98 |
| TOTAL EXCISE | \$ 143,889.21 | \$ - | \$ 46,749.13 | \$ 161,933.31 | \$ 127,995.13 |
| WATER USAGE CHARGES | | | | | |
| Total Water Commitments | 31,774.07 | 1,285,408.40 | 28,071.18 | 1,245,307.28 | 43,804.01 |
| Water Liens Added to Tax | 576.63 | 29,848.03 | | 28,857.45 | 1,567.21 |
| Water Liens Added to Tax Title | - | 80.20 | | | 80.20 |
| TOTAL WATER | \$ 32,350.70 | \$ 1,315,336.63 | \$ 28,071.18 | \$ 1,274,164.73 | \$ 45,451.42 |
| COMMUNITY PRESERVATION ACT | | | | | |
| 2013 CPA | 189.78 | | | 189.78 | - |
| 2014 CPA | 132.01 | | 132.01 | | - |
| 2015 CPA | (4,292.68) | | | (4,500.28) | 207.60 |
| 2016 CPA | (4,261.70) | | | (4,682.26) | 420.56 |
| 2017 CPA | (2,381.86) | 748,775.45 | 972.65 | 745,420.94 | - |
| Tax Title CPA | - | 806.44 | | | 806.44 |
| TOTAL CPA | \$ (10,614.45) | \$ 749,581.89 | \$ 1,104.66 | \$ 736,428.18 | \$ 1,434.60 |
| GRAND TOTALS: | \$ 831,635.79 | \$ 30,543,387.24 | \$ 190,404.74 | \$ 30,465,723.39 | \$ 911,683.26 |
| MISC. OTHER COLLECTIONS | | | | | |
| | | | | <u>Receipts</u> | |
| Interest on R.E. Taxes | | | | \$ 97,308.34 | |
| Interest on P.P. Taxes | | | | 38.27 | |
| Interest on Mot. Veh. Excise | | | | 6,277.43 | |
| Interest on CPA Surcharge | | | | 2,318.00 | |
| Late Charge on Water | | | | 1,720.00 | |
| Interest on Water | | | | 6,215.71 | |
| Demand & Warrant Fees | | | | 9,300.00 | |
| License Marking Fees | | | | 2,280.00 | |
| Municipal Lien Cert. Fees | | | | 3,700.00 | |
| TOTAL | | | | \$ 129,157.75 | |

**FINANCE
TREASURER'S REPORT
KRYSTAL ELDER, TOWN TREASURER
CASH BALANCES AS OF JUNE 30, 2017**

| General Town Funds | Cash on Deposit |
|---|------------------------|
| <u>Citizen's Bank</u> | |
| Depository Account | 6,034,679.70 |
| Vendor Account | 753.28 |
| Payroll Account | 422.93 |
| Hanscom Account | 637,256.82 |
| Justice Drug Fund | 218.28 |
| State Drug Fund | 1,736.16 |
| Recreation Revolving Account | 148,185.05 |
| Student Activity Agency Funds | 82,346.44 |
| Escrow Account | 82,735.25 |
| Cultural Council | 8,108.48 |
| <u>Eastern Bank</u> | |
| Depository Account | 2,000,000.00 |
| <u>Century Bank</u> | |
| Money Market | 545,139.43 |
| Invoice Cloud | 453,538.07 |
| Conservation | 60,953.28 |
| <u>Harbor One</u> | |
| Depository Account | 413,113.58 |
| CPA | 896,058.97 |
| Water | 1,721,517.22 |
| <u>UniBank</u> | |
| Remote Capture | 928,977.02 |
| Online Collections | 1,227,131.62 |
| ACH Transfers | 1,177,010.02 |
| Stabilization | 4,001,982.96 |
| Certificate of Deposit | 1,017,383.53 |
| School Unipay | 30,799.28 |
| <u>Rockland Trust</u> | |
| Depository Account | 868,168.87 |
| School Lunch Revolving Fund | 88,400.28 |
| Police Narcotics Fund | 1,293.38 |
| Minuteman | 4,533.00 |
| <u>Commonwealth Financial</u> | |
| Library Funds | 710.32 |
| <u>State Retiree Benefits Trust Fund</u> | |
| OPEB | 6,058,516.11 |
| <u>Rollstone Bank</u> | |
| Repurchase Agreement | 22,469.43 |
| <u>Mass. Municipal Depository Trust</u> (pooled investment) | |
| General Town Account | 408,495.12 |
| Community Preservation Act Fund | 902,672.31 |
| Affordable Housing | 1,321,171.15 |
| <u>Belmont Savings Bank</u> | |
| Depository Account | 2,710,442.81 |
| Hanscom Account | 2,033,363.93 |
| <u>Petty Cash</u> (located in various offices) | 1,845.00 |
| General Town Funds - Total | \$35,892,129.08 |
| | |
| Trust Funds | |
| <u>Commonwealth Financial Network</u> | |
| Various Investments | |
| Cash/Cash Equivalents | 15,483.16 |
| Equities | 1,010,737.07 |
| Fixed Income | 476,229.61 |
| Trust Funds - Totals | \$1,502,449.84 |
| | |
| TOTAL CASH BALANCE (06/30/17) | \$37,394,578.92 |
| (General Town Funds Total + Trust Funds Total) | \$37,394,578.92 |

**STATEMENT OF OUTSTANDING DEBT
AS OF JUNE 30, 2017**

General Obligation Bond (3.190372%) - For Affordable Housing
Issued June 15, 2008 under Ch. 44 Section 7 (3 & 3A) and Ch. 44B Section 11 and
as amended and voted at annual town meeting on April 2, 2005

OUTSTANDING PRINCIPAL \$40,000.00

REMAINING REPAYMENT SCHEDULE

| DUE DATE | PRINCIPAL DUE | INTEREST DUE |
|--------------|------------------|-----------------|
| 12/15/2017 | | 700.00 |
| 6/15/2018 | | 700.00 |
| TOTAL | <u>40,000.00</u> | <u>1,400.00</u> |

General Obligation Bond (3.190372%) - For Land Acquisition
Issued June 15, 2008 under Ch. 44 Section 7(3) and Ch. 44B Section 11 and
voted at annual town meeting on April 2, 2005

OUTSTANDING PRINCIPAL \$30,000.00

REMAINING REPAYMENT SCHEDULE

| DUE DATE | PRINCIPAL DUE | INTEREST DUE |
|--------------|------------------|-----------------|
| 12/15/2017 | | 525.00 |
| 6/15/2018 | | 525.00 |
| TOTAL | <u>30,000.00</u> | <u>1,050.00</u> |

General Obligation Bond (3.190372%) - For Library Roof Replacement
Issued June 15, 2008 under Ch. 44 Section 7 (3A) and Ch. 44 B Section 11 and
as amended and voted at annual town meeting on April 2, 2005

OUTSTANDING PRINCIPAL \$20,000.00

REMAINING REPAYMENT SCHEDULE

| DUE DATE | PRINCIPAL DUE | INTEREST DUE |
|--------------|------------------|---------------|
| 12/15/2017 | | 350.00 |
| 6/15/2018 | | 350.00 |
| TOTAL | <u>20,000.00</u> | <u>700.00</u> |

General Obligation Bond (3.190372%) - For purchase of a Firetruck
Issued June 15, 2008 under Ch. 44 Section 7(9) and as amended
and voted at annual town meeting on March 24, 2007

OUTSTANDING PRINCIPAL \$45,000.00

REMAINING REPAYMENT SCHEDULE

| DUE DATE | PRINCIPAL DUE | INTEREST DUE |
|--------------|------------------|-----------------|
| 12/15/2017 | | 787.50 |
| 6/15/2018 | | 787.50 |
| TOTAL | <u>45,000.00</u> | <u>1,575.00</u> |

General Obligation Bond (3.190372%) - For purchase of a Firetruck
Issued June 15, 2008 under Ch. 44 Section 7(9) and as amended
and voted at annual town meeting on March 24, 2007

OUTSTANDING PRINCIPAL \$20,000.00

REMAINING REPAYMENT SCHEDULE

| DUE DATE | PRINCIPAL DUE | INTEREST DUE |
|--------------|------------------|---------------|
| 12/15/2017 | | 350.00 |
| 6/15/2018 | | 350.00 |
| TOTAL | <u>20,000.00</u> | <u>700.00</u> |

General Obligation Bond (2.206555%) - For road improvements
Issued May 1, 2010 under Ch. 44 Section 7(5) and as amended
and voted at annual town meeting on March 29, 2008 and March 31, 2008
Article 21, Question 1

OUTSTANDING PRINCIPAL \$1,335,000.00

REMAINING REPAYMENT SCHEDULE

| DUE DATE | PRINCIPAL DUE | INTEREST DUE |
|--------------|---------------------|------------------|
| 11/1/2017 | | 20,025.00 |
| 5/1/2018 | 595,000.00 | 20,025.00 |
| 11/1/2018 | | 11,100.00 |
| 5/1/2019 | 590,000.00 | 11,100.00 |
| 11/1/2019 | | 2,250.00 |
| 5/1/2020 | 150,000.00 | 2,250.00 |
| TOTAL | <u>1,335,000.00</u> | <u>66,750.00</u> |

General Obligation Bond (2.0497%)- For Land Acquisition
 Dated May 10, 2011 under GL Ch 44 Section 7(3) and a vote
 of the Town passed on March 27, 2010 (Article 11) and March 29, 2010 (Question 1)

OUTSTANDING PRINCIPAL \$310,000.00

| REMAINING REPAYMENT SCHEDULE | | |
|-------------------------------------|----------------------|---------------------|
| DUE DATE | PRINCIPAL DUE | INTEREST DUE |
| 11/1/2017 | | 4,837.50 |
| 5/1/2018 | 80,000.00 | 4,837.50 |
| 11/1/2018 | | 3,637.50 |
| 5/1/2019 | 80,000.00 | 3,637.50 |
| 11/1/2019 | | 2,437.50 |
| 5/1/2020 | 75,000.00 | 2,437.50 |
| 11/1/2020 | | 1,218.75 |
| 5/1/2021 | 75,000.00 | 1,218.75 |
| TOTAL | 310,000.00 | 24,262.50 |

General Obligation Bond (1.710%)- For Computer Hardware and Software
 Dated May 10, 2011 under GL Ch 44 Section 7(28) and 7(29) and a vote
 of the Town passed on March 27, 2010 (Article 11) and March 29, 2010 (Question 1)

OUTSTANDING PRINCIPAL \$150,000.00

| REMAINING REPAYMENT SCHEDULE | | |
|-------------------------------------|----------------------|---------------------|
| DUE DATE | PRINCIPAL DUE | INTEREST DUE |
| 11/1/2017 | | 2,312.50 |
| 5/1/2018 | 50,000.00 | 2,312.50 |
| 11/1/2018 | | 1,562.50 |
| 5/1/2019 | 50,000.00 | 1,562.50 |
| 11/1/2019 | | 812.50 |
| 5/1/2020 | 50,000.00 | 812.50 |
| TOTAL | 150,000.00 | 9,375.00 |

General Obligation Bond (3.886%)- For Town Hall Remodeling
 Dated May 10, 2011 under GL Ch 44 Section 7(3A) and a vote
 of the Town passed on March 26, 2011 (Article 9) and March 28, 2011 (Question 1)

OUTSTANDING PRINCIPAL \$8,515,000.00

| REMAINING REPAYMENT SCHEDULE | | |
|-------------------------------------|----------------------|---------------------|
| DUE DATE | PRINCIPAL DUE | INTEREST DUE |
| 11/1/2017 | | 94,437.50 |
| 5/1/2018 | 210,000.00 | 94,437.50 |
| 11/1/2018 | | 91,287.50 |
| 5/1/2019 | 210,000.00 | 91,287.50 |
| 11/1/2019 | | 88,137.50 |
| 5/1/2020 | 210,000.00 | 88,137.50 |
| 11/1/2020 | | 84,725.00 |
| 5/1/2021 | 210,000.00 | 84,725.00 |
| 11/1/2021 | | 81,312.50 |
| 5/1/2022 | 210,000.00 | 81,312.50 |
| 11/1/2022 | | 78,162.50 |
| 5/1/2023 | 210,000.00 | 78,162.50 |
| 11/1/2023 | | 75,012.50 |
| 5/1/2024 | 210,000.00 | 75,012.50 |
| 11/1/2024 | | 71,600.00 |
| 5/1/2025 | 210,000.00 | 71,600.00 |
| 11/1/2025 | | 67,925.00 |
| 5/1/2026 | 210,000.00 | 67,925.00 |
| 11/1/2026 | | 64,250.00 |
| 5/1/2027 | 210,000.00 | 64,250.00 |
| 11/1/2027 | | 60,312.50 |
| 5/1/2028 | 210,000.00 | 60,312.50 |
| 11/1/2028 | | 56,375.00 |
| 5/1/2029 | 205,000.00 | 56,375.00 |
| 11/1/2029 | | 52,275.00 |
| 5/1/2030 | 205,000.00 | 52,275.00 |
| 11/1/2030 | | 48,175.00 |
| 5/1/2031 | 205,000.00 | 48,175.00 |
| 11/1/2031 | | 44,075.00 |
| 5/1/2032 | 205,000.00 | 44,075.00 |
| 11/1/2032 | | 39,975.00 |
| 5/1/2033 | 205,000.00 | 39,975.00 |
| 11/1/2033 | | 35,618.75 |
| 5/1/2034 | 205,000.00 | 35,618.75 |
| TOTAL | 3,540,000.00 | 2,267,312.50 |

General Obligation Bond (3.886%)- For Town Hall Remodeling
 Dated May 10, 2011 under GL Ch 44 Section 7(3A) and a vote
 of the Town passed on March 26, 2011 (Article 9) and March 28, 2011 (Question 1)

REMAINING REPAYMENT SCHEDULE (continued)

| DUE DATE | PRINCIPAL DUE | INTEREST DUE |
|-----------------|----------------------|---------------------|
| 11/1/2034 | | 31,262.50 |
| 5/1/2035 | 205,000.00 | 31,262.50 |
| 11/1/2035 | | 26,906.25 |
| 5/1/2036 | 205,000.00 | 26,906.25 |
| 11/1/2036 | | 22,421.88 |
| 5/1/2037 | 205,000.00 | 22,421.88 |
| 11/1/2037 | | 17,937.50 |
| 5/1/2038 | 205,000.00 | 17,937.50 |
| 11/1/2038 | | 13,453.13 |
| 5/1/2039 | 205,000.00 | 13,453.13 |
| 11/1/2039 | | 8,968.75 |
| 5/1/2040 | 205,000.00 | 8,968.75 |
| 11/1/2040 | | 4,484.38 |
| 5/1/2041 | 205,000.00 | 4,484.38 |
| TOTAL | 8,515,000.00 | 4,785,493.78 |

General Obligation Bond (2.000%)- Library Fire Suppression System (IE)
 Dated May 8, 2014 under GL Ch 44, Section 7(3A) and a vote
 of the Town passed on March 23, 2013 (Article 11)

OUTSTANDING PRINCIPAL \$340,000.00

REMAINING REPAYMENT SCHEDULE

| DUE DATE | PRINCIPAL DUE | INTEREST DUE |
|-----------------|----------------------|---------------------|
| 11/1/2017 | | 3,400.00 |
| 5/1/2018 | 170,000.00 | 3,400.00 |
| 11/1/2018 | | 1,700.00 |
| 5/1/2019 | 170,000.00 | 1,700.00 |
| TOTAL | 340,000.00 | 10,200.00 |

General Obligation Bond (3.935%)- Land Acquisition
 Dated June 15, 2017 under GL Ch 44, Section 7(1) or 44B and a vote
 of the Town passed on March 25, 2017 (Article 11)

OUTSTANDING PRINCIPAL \$1,185,000.00

REMAINING REPAYMENT SCHEDULE

| DUE DATE | PRINCIPAL DUE | INTEREST DUE |
|-----------------|----------------------|---------------------|
| 12/1/2017 | | 23,770.28 |
| 6/1/2018 | 80,000.00 | 25,775.00 |
| 12/1/2018 | | 23,775.00 |
| 6/1/2019 | 80,000.00 | 23,775.00 |
| 12/1/2019 | | 21,775.00 |
| 6/1/2020 | 80,000.00 | 21,775.00 |
| 12/1/2020 | | 19,775.00 |
| 6/1/2021 | 80,000.00 | 19,775.00 |
| 12/1/2021 | | 17,775.00 |
| 6/1/2022 | 80,000.00 | 17,775.00 |
| 12/1/2022 | | 15,775.00 |
| 6/1/2023 | 80,000.00 | 15,775.00 |
| 12/1/2023 | | 13,775.00 |
| 6/1/2024 | 80,000.00 | 13,775.00 |
| 12/1/2024 | | 11,775.00 |
| 6/1/2025 | 80,000.00 | 11,775.00 |
| 12/1/2025 | | 9,775.00 |
| 6/1/2026 | 80,000.00 | 9,775.00 |
| 12/1/2026 | | 7,775.00 |
| 6/1/2027 | 80,000.00 | 7,775.00 |
| 12/1/2027 | | 5,775.00 |
| 6/1/2028 | 80,000.00 | 5,775.00 |
| 12/1/2028 | | 4,575.00 |
| 6/1/2029 | 80,000.00 | 4,575.00 |
| 12/1/2029 | | 3,375.00 |
| 6/1/2030 | 75,000.00 | 3,375.00 |
| 12/1/2030 | | 2,250.00 |
| 6/1/2031 | 75,000.00 | 2,250.00 |
| 12/1/2031 | | 1,125.00 |
| 6/1/2032 | 75,000.00 | 1,125.00 |
| TOTAL | 1,185,000.00 | 367,695.28 |

Commissioner Of Trust Funds

Doug Harding
Paul Fitzgerald
Krystal Elder, Treasurer
Donald Collins, Chair

The fiscal year ending 6/30/17 was a strong period for global equity markets with just about every index in the world showing positive returns.

The driving force behind the strength in equity markets is a synchronous expansion in global economic activity. For most of the past decade the pace of global growth has been sluggish. The United States and China have grown steadily but Europe and Japan have been slow to recover from the effects of the Great Recession. But after years of ultra-low interest rates and aggressive stimulus programs by central banks, the economic recovery has finally broadened and now all the world's major economies are experiencing growth at the same time.

The pickup in economic activity is having a positive impact on corporate profits, which are growing at the fastest pace in many years. Strong growth in corporate profits has combined with rising (but still low) interest rates to provide a positive backdrop for equity markets and the US markets have been hitting new all-time highs on a regular basis.

The Town Of Lincoln's Trust Funds have benefited from the strong equity markets by maintaining a significant allocation to global equity investments.

Stronger economic growth has prompted a change in Federal Reserve monetary policy. The Fed has signaled it is ending its policy of quantitative easing and has moved to what can be described as a more neutral monetary policy. This has entailed several increases in short term interest rates (the discount rate). Rising rates have a negative impact on bond prices and returns from bond investments have suffered.

The Town Of Lincoln's Trust Funds Bond portfolio is predominantly invested in short term bonds with short durations and has not been significantly impacted from rising rates.

The past few years have been very good for equity investors but stock prices on average have risen faster than profits and valuations of most major markets are near the high end of historic ranges. While the outlook for global growth remains strong there is risk that any number of events could cause a decline in financial markets.

The Town Of Lincoln's Trust Funds policy towards managing risk is to invest in high quality assets in a diversified manner and to rebalance the asset allocation regularly to stay within our investment guidelines.

TRUST FUND COMMISSIONER'S REPORT FY2017

| | 6/30/2016 | | | 6/30/2017 | |
|---|------------------------|----------------------|------------------------|------------------------|------------------------|
| | BALANCE | REVENUE | EXPENSES | BALANCE | PRINCIPAL* |
| Library Funds | | | | | |
| Abbie J. Stearns Fund | 3,633.69 | 350.67 | | \$ 3,984.36 | 1,500.00 |
| Alice D. Hart & Olive B. Floyd Fund | 1,786.11 | 172.37 | | \$ 1,958.48 | 1,000.00 |
| C. Edgar & Elizabeth S. Wheeler Fund | 2,331.86 | 225.04 | | \$ 2,556.90 | 1,000.00 |
| Codman Fund | 1,829.34 | 176.54 | | \$ 2,005.88 | 1,000.00 |
| Dorothy Moore Fund | 11,878.44 | 1,146.32 | | \$ 13,024.76 | 5,000.00 |
| Edith Winter Sperber Fund | 0.01 | | | \$ 0.01 | - |
| George C. & Eleanor F. Tarbell Fund | 19,247.69 | 1,857.45 | | \$ 21,105.14 | 11,875.62 |
| George G. Tarbell Fund | 9,424.78 | 909.52 | | \$ 10,334.30 | 4,000.00 |
| George Russell Fund | 1,996.97 | 192.71 | | \$ 2,189.68 | 1,000.00 |
| Gleason Fund | 34,380.29 | 3,208.49 | (1,091.00) | \$ 36,497.78 | 30,000.00 |
| Herschbach Fund | 10,723.51 | 1,034.85 | | \$ 11,758.36 | 5,025.00 |
| John H. Pierce Fund | 1,395.96 | 134.73 | | \$ 1,530.69 | 1,000.00 |
| John W. & Eleanor Tarbell Carman Fund | 61,940.40 | 5,884.77 | (1,030.44) | \$ 66,794.73 | 30,652.50 |
| Joseph & Henri-Ann Sussman Fund | 16,629.36 | 1,604.78 | | \$ 18,234.14 | 9,400.00 |
| Katherine S. Bolt Fund | 3.61 | 0.39 | | 4.00 | - |
| Lincoln Library Fund | 1,713.49 | 165.34 | | \$ 1,878.83 | 1,000.00 |
| Lucretia J. Hoover Fund | 4,276.54 | 412.71 | | \$ 4,689.25 | 2,206.26 |
| Mary Jane & Murray P. Farnsworth Fund | 1,650.57 | 159.31 | | \$ 1,809.88 | 1,000.00 |
| Virginia S. Dillman Fund | 9,883.83 | 953.83 | | \$ 10,837.66 | 5,000.00 |
| West Abrashkin Fund | 1,813.48 | 175.02 | | \$ 1,988.50 | 1,000.00 |
| Library Funds - TOTAL | \$ 196,539.93 | \$ 18,764.84 | \$ (2,121.44) | \$ 213,183.33 | \$ 112,659.38 |
| Miscellaneous Funds | | | | | |
| Abbie J. Stearns Fund for the Silent Poor | 4,551.37 | 439.22 | | \$ 4,990.59 | 1,225.05 |
| Alfred Callahan Fund | 4,552.51 | 439.35 | | \$ 4,991.86 | 3,015.93 |
| Bemis Lecture Fund | 30,746.05 | 2,967.08 | | 33,713.13 | 30,000.00 |
| Betty Bjork Prof Dev Fund | 30,320.94 | 3,473.03 | | \$ 33,793.97 | 22,740.00 |
| Christine Patterson Fund | 17,762.22 | 1,714.12 | | \$ 19,476.34 | 11,425.05 |
| Codman Scholarship Fund | 288,597.72 | 25,716.22 | (20,970.00) | \$ 293,343.94 | 262,500.00 |
| DeCordova School Equipment Fund | 48,088.46 | 4,640.71 | | \$ 52,729.17 | 48,592.07 |
| Donald Gordon Recreation Fund | 16,646.91 | 1,606.50 | | \$ 18,253.41 | 5,256.07 |
| Jane Hamilton Poor Scholarship Fund | 10,280.76 | 992.12 | | \$ 11,272.88 | 1,235.00 |
| John H. Pierce Legacy Fund | 180,241.36 | 12,266.64 | (65,210.92) | \$ 127,297.08 | 115,000.00 |
| John Todd Fund | 42,149.62 | 3,856.60 | (2,334.45) | \$ 43,671.77 | 30,000.00 |
| Joseph Brooks Grammar School Fund | 2,350.70 | 226.85 | | \$ 2,577.55 | 1,217.27 |
| Lawrence H. Green Fund | 5,909.55 | 570.30 | | \$ 6,479.85 | 1,307.65 |
| Lincoln Scholarship Fund | 321,924.77 | 36,179.05 | (13,246.43) | \$ 344,857.39 | 224,223.50 |
| Norman Hapgood Fund | 448.22 | 247.81 | | \$ 696.03 | 476.39 |
| Tricentennial Fund | 10,558.87 | 5,653.76 | | \$ 16,212.63 | 11,222.36 |
| Miscellaneous Funds - TOTAL | \$ 1,015,130.03 | \$ 100,989.36 | \$ (101,761.80) | \$ 1,014,357.59 | \$ 769,436.34 |
| Special Funds | | | | | |
| Cemetery Perpetual Care Fund | \$ 247,982.10 | 31,927.43 | (5,000.00) | 274,909.53 | 202,762.95 |
| Special Funds - TOTAL | 247,982.10 | 31,927.43 | (5,000.00) | 274,909.53 | 202,762.95 |
| All Funds - TOTAL | \$ 1,459,652.06 | \$ 151,681.63 | \$ (108,883.24) | \$ 1,502,450.45 | \$ 1,084,858.67 |

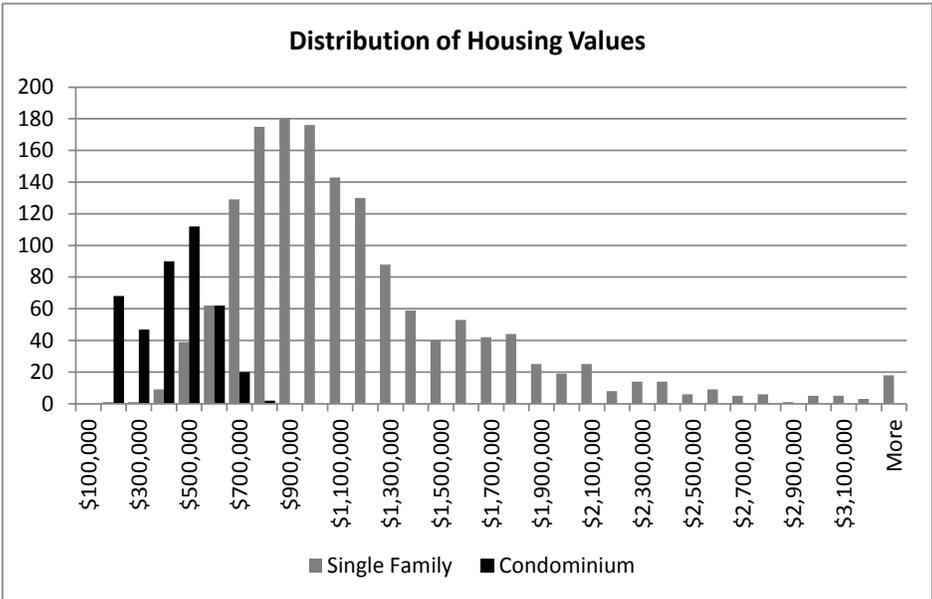
*NOTE: Principal represents the portion of the Fund Balance which cannot be spent.

BOARD OF ASSESSORS

Ellen Meadors, Member
 Edward Morgan, Chair
 Laura Sander, Member

Staff – In 2017, we welcomed a new Board member, Laura Sander, who replaced John Robinson after his resignation. We would like to thank JR for many years of faithful service. Our full time staff person is Dorothy Blakeley. To provide additional assessing services we contract with Regional Resources Group, Inc. George Bourgault, an employee of RRG is in the office two days a week (usually Tuesday and Thursday) and Harald Scheid, President of RRG, is in the office one morning a week (usually Monday).

Housing Values – Sales in calendar year 2016 (the basis for the FY 2018 values) showed that prices increased about 3 percent on average from the previous year. Assessments were based on 56 single-family home sales and 20 condominium sales. The average value of a single-family home for fiscal year 2018 was \$1,149,169 resulting in an average tax bill of \$16,057 including the CPA tax. Single-family home values ranged from \$189,700 to \$6,567,100 with the median at \$997,500. The average value of a condominium was \$382,564. Condominium values ranged from \$126,100 to \$705,300 with the median at \$394,700.



Abatements – For fiscal year 2018, 18 abatement applications were filed. Each property was measured and inspected, and then compared with similar properties that sold in 2016. 9 abatements were granted, 7 were denied and 2 were deemed denied pending additional information. Abatement decisions may be appealed to the Appellate Tax Board. In fiscal year 2018 there have been two appeals filed with the ATB. Taxpayers who believe their assessment is too high are encouraged to file an abatement with the Assessor’s office within one month of getting their fall tax bill.

Split Tax Rate – The Selectmen approved a split tax rate that increases the proportion of taxes paid by the owners of commercial properties. For fiscal year 2018, the tax rate was set at \$13.60 per \$1,000 for residential property and at \$17.88 per \$1,000 for commercial property.

Top Ten Taxpayers

| Assessment | Name | Location |
|--------------|-------------------------------|----------------------------|
| \$73,413,000 | THE COMMONS IN LINCOLN * | 1 HARVEST CIRCLE |
| \$18,521,900 | LINCOLN NORTH ** | 55 OLD BEDFORD RD |
| \$7,532,800 | LINCOLN WOODS | 1-95 WELLS RD |
| \$6,567,100 | PRIVATE CITIZEN | |
| \$6,540,900 | LINCOLN RIDGE ESTATES | RIDGE RD AND GREENRIDGE LN |
| \$5,714,500 | PRIVATE CITIZEN | |
| \$5,249,500 | PRIVATE CITIZEN | |
| \$5,130,600 | PRIVATE CITIZEN | |
| \$5,129,700 | THE MALL AT LINCOLN STATION** | 145 LINCOLN RD |
| \$4,806,200 | PRIVATE CITIZEN | |

* Taxed partially at the higher commercial rate

** Taxed at the higher commercial rate

Property Tax Deferrals and Exemptions – Lincoln’s property tax deferral program allows seniors 60 years or older with income below annually established levels to defer all or part of their annual property taxes. Presently incomes may not exceed \$57,000 for a single person, or \$86,000 for a married couple. Deferred property taxes and interest at 4% are repaid to the Town when the owner dies or sells the home. Six property owners took advantage of the property tax deferral in fiscal year 2018. Please call the office at any time of the year to receive an application or consult with office staff about the various exemption and deferral programs.

Re-inspections – Each year the Assessors conduct re-inspections of about one-fifth of Lincoln properties. The re-inspection consists of measurement of the outside of the house and a quick walk-through of the inside to verify that the data on the Property Record Card is correct. This process helps keep valuations accurate and up to date. You will receive notification in the mail if your property is planned for re-inspection.

Assessments – The fiscal year 2018 assessed values, Assessors' maps, and Property Record Cards are available from the Assessors page of the Town website at www.lincolntown.org or by calling our office at 781-259-2611.

CAPITAL PLANNING COMMITTEE

Audrey Kalmus, Chair and At-large Citizen Representative
Jacqueline Apsler, Library Trustee Representative
Jonathan Dwyer, Selectmen Representative
Jim Henderson, Conservation Commission Representative
Maria Hylton, At-large Citizen Representative
Pete Hussey, At-large Citizen Representative
Peter Montero, At-large Citizen Representative
Robyn Dunbar, At-large Citizen Representative
Al Schmertzler, School Committee Representative
Mary Day, Assistant Town Administrator – Member Ex-officio

Since the establishment of the modified Capital Planning Bylaw, the Capital Planning Committee (CapCom) is charged with evaluating capital requests as well as maintenance funding requests. The CapCom is tasked with evaluating each proposal for need, viability and the effect funding might have on the Town's debt capacity and operating budgets.

In 2017, the CapCom reviewed departments' requests for FY18 (totaling \$1,138,627) and made decisions regarding funding recommendations as shown in the following table.

In addition, to inform the town building projects process the CapCom conducted detailed interviews with town departments regarding expected/planned capital needs over the next ten years. The information gathered in these interviews was summarized and presented at the January 9 multi-board meeting.

| FY18 Capital | | | | | |
|--|-----------------------------|--------------------------|------------------------------|------------------------------|----------------------|
| Department | Cash Capital Request | Disapproved Items | Approved Cash Capital | Approved Maint. Items | Other Funding |
| | | | \$ 461,000.00 | \$ 205,000.00 | |
| BOARD OF SELECTMEN (BOS) | | | | | |
| Feasibility/Schematic Design Funds: Community Center | \$ 150,000.00 | | | | \$ 150,000.00 |
| BOS Sub-total | \$ 150,000.00 | | | | |
| DEPT OF PUBLIC WORKS (DPW) | | | | | |
| Existing Guardrail Repair | \$ 50,000.00 | \$ 25,000.00 | \$ 25,000.00 | | |
| Used Bucket Truck | \$ 75,000.00 | | | | \$ 75,000.00 |
| Small Dump Truck | \$ 75,000.00 | | | | \$ 75,000.00 |
| DPW Sub-total | \$ 200,000.00 | | | | |
| FIRE DEPARTMENT/EMS | | | | | |
| Replace Chiefs Car/Command Vehicle | \$ 47,000.00 | \$ 47,000.00 | | | |
| Fire Sub-total | \$ 47,000.00 | | | | |
| IT | | | | | |
| Replace Backup System | \$ 15,000.00 | | \$ 15,000.00 | | |
| Replace Server Operating Systems | \$ 30,000.00 | | \$ 30,000.00 | | |
| Library Public Computers | \$ 13,000.00 | | \$ 13,000.00 | | |
| IT Sub-total | \$ 58,000.00 | | | | |
| LIBRARY | | | | | |
| Sidewalk Stairs and Ramp | \$ 20,000.00 | | \$ 20,000.00 | | |
| First Floor Redesign | \$ 10,000.00 | | \$ 10,000.00 | | |
| Facility Review | \$ 13,750.00 | \$ 13,750.00 | | | |
| Maintenance | \$ 44,000.00 | | | \$ 44,000.00 | |
| Library Sub-total | \$ 87,750.00 | | | | |
| LSRHS | | | | | |
| Boiler | \$ 7,717.00 | \$ 7,717.00 | | | |
| LSRHS Sub-total | \$ 7,717.00 | | | | |
| LINCOLN PUBLIC SCHOOLS (LPS) | | | | | |
| Classroom Rehabilitation & Preventative Maintenance Program | \$ 75,000.00 | | | \$ 75,000.00 | |
| Replace Courier/Food Service Van | \$ 29,000.00 | | \$ 29,000.00 | | |
| Security & Safety Upgrade Phase 1 | \$ 35,000.00 | \$ 35,000.00 | | | |
| Phase 1 ** | \$ 163,000.00 | | \$ 163,000.00 | | |
| LPS Sub-total | \$ 302,000.00 | | | | |
| PLANNING | | | | | |
| Office Furniture | \$ 1,600.00 | \$ 1,600.00 | | | |
| Planning Sub-total | \$ 1,600.00 | | | | |
| POLICE DEPARTMENT/COMMUNICATIONS | | | | | |
| Replacement of Car #7 | \$ 45,185.00 | | \$ 45,185.00 | | |
| Replacement of Car #1 | \$ 34,015.00 | | \$ 34,015.00 | | |
| Replacement/installation of 2 cruiser radar units | \$ 4,820.00 | | \$ 4,820.00 | | |
| Purchase a Speed Display Trailer | \$ 6,300.00 | \$ 6,300.00 | | | |
| Replacement of a 16 Channel Network Video Recorder, 8 video cameras and monitor. | \$ 9,685.00 | | \$ 9,685.00 | | |
| Purchase a Radio Communications Network for the Highway Department. | \$ 25,055.00 | | \$ 25,055.00 | | |
| Police Sub-total | \$ 125,060.00 | | | | |
| TOWN CLERK | | | | | |
| Electronic Vote Tabulators | \$ 18,000.00 | | \$ 18,000.00 | | |
| School Sub-total | \$ 18,000.00 | | | | |
| TOWN FACILITIES | | | | | |
| Town Maintenance Article | \$ 141,500.00 | \$ 30,000.00 | | \$ 111,500.00 | |
| ANNUAL TOTALS | \$ 1,138,627.00 | \$ 166,367.00 | \$ 441,760.00 | \$ 230,500.00 | \$ 300,000.00 |
| | | | \$672,260.00 | | |

COMMUNITY PRESERVATION COMMITTEE

Craig Donaldson
 Lucretia Giese
 Evan Gorman
 Margaret Olson
 Andrew Payne
 Virginia Reiner
 Richard Selden
 John Valpey
 Eric Zimmerman, Chair

The Community Preservation Committee's (CPC's) mandate is to study the needs of the Town in four areas of community interest: open space, preservation of historic structures, community housing (defined as low and moderate income housing), and recreation. It solicits inputs from citizens and other town boards and committees and makes funding recommendations to the Town in these areas. The goals of the Community Preservation Act (CPA) coincide closely with Lincoln's Vision Statement on open space, historical legacy, economic diversity, and citizens' convenience. To address these goals, the CPC meets with town boards and other organizations to develop a thorough understanding of the town's present and future needs, priorities, and objectives in the areas of CPA concern. It solicits proposals and evaluates them in light of these priorities.

At Town Meeting in March, 2017, the CPC proposed and the Town approved the following CPA fund appropriations:

| | |
|---|---------------------|
| Debt service on town office renovation | 398,875.00 |
| Purchase of 12 Acres of land & development of athletic field (Wang Property) | 1,800,000.00 |
| Conservation Trust Fund | 40,000.00 |
| Restoration of Pierce House Chimney | 5,000.00 |
| Preservation/restoration of two interior bathrooms -Pierce House | 15,000.00 |
| Preservation/restoration of kitchen floor -Pierce House | 10,000.00 |
| Preservation/restoration of exterior wood clapboards and exterior wood trim -Pierce House | 10,000.00 |
| Preservation of Sophia Adams Family Register | 10,800.00 |
| Preservation of the Lincoln School Records Box 7 | 6,259.00 |
| Preservation of the Lincoln School Records Box 10 | 5,940.00 |
| Preservation of the Poll & Estate Tax Assessments for years 1861, 1863, 1864, 1866 | 7,412.00 |
| CPC administrative expenses | 3,000.00 |
| FY18 debt service for previously voted projects | 93,150.00 |
| Debt Service for the Wang Property land acquisition | 135,500.00 |
| Reserves for housing, open space, historical preservation | 55,257.00 |
| TOTAL | \$ 2,596,193 |

The table below summarizes total appropriations and expenditures by the Town for projects funded using CPA funds from 2007 through 2017.

| Town of Lincoln | | | | | |
|---|---|-------------------|-------------------|----------------|-------------------|
| CPA Appropriations & Project Status | | | | | |
| 2007-2017 | | | | | |
| Project | . | Appropriation | Paid to Date | Balance | Status of Project |
| 75 Tower Rd Renovation | | 150,000 | 150,000 | - | Complete |
| Admin Expenses | | 27,500 | 26,500 | 1,000 | In progress |
| Arborvitae Cemetery Stonewall | | 50,000 | 47,300 | 2,700 | In progress |
| Bemis Hall Basement Reconstruction | | 290,000 | 107,946 | 182,054 | In progress |
| Bemis Hall Repairs | | 639,985 | 533,516 | 106,469 | In progress |
| Codman Farm Repairs | | 132,000 | 131,432 | 568 | In progress |
| Codman Tot Pool Renovation | | 182,000 | 151,475 | 30,525 | In progress |
| Conservation stonewall restoration | | 20,000 | 20,000 | - | Complete |
| Construction of archival vault at the Library | | 489,097 | 489,097 | - | Complete |
| Consultant to update Consolidated Housing Plan | | 20,230 | 20,230 | - | Complete |
| Control invasive species on conservation land | | 51,300 | 51,300 | - | Complete |
| Flint Homestead Survey | | 8,000 | 7,860 | 140 | Complete |
| FoMA Area Studies | | 6,000 | 6,000 | - | Complete |
| Fund debt service on borrowing for CPC project | | 1,150,216 | 1,150,216 | - | Complete |
| Fund debt service on borrowing for Town Offices | | 1,718,525 | 1,718,525 | - | Complete |
| Funding of Affordable Housing Trust | | 3,939,500 | 3,939,500 | - | Complete |
| Funding of Conservation Fund | | 194,859 | 194,859 | - | Complete |
| Historic records archive and preservation | | 221,097 | 214,697 | 6,400 | In progress |
| Historic Town buildings needs assessment | | 160,000 | 160,000 | - | Complete |
| Inventry of historic properties | | 55,250 | 35,624 | 19,626 | In progress |
| LSRHS Softball Fields | | 50,000 | - | - | Withdrawn |
| Multisport Court | | 146,000 | 15,750 | 130,250 | In progress |
| Pierce House repairs | | 227,496 | 225,283 | 2,213 | Complete |
| Purchase of conservation land | | 1,275,000 | 1,275,000 | - | Complete |
| Repairs & Improvements to Lincoln Library | | 480,040 | 476,065 | 3,975 | Complete |
| Repairs to historic cemetery monument | | 42,300 | 42,300 | - | Complete |
| School Wetland Trail & Observation Platform | | 137,355 | 112,943 | 24,412 | In progress |
| Smith School Playground | | 50,000 | 50,000 | - | Complete |
| Tennis Court Rehabilitation | | 20,000 | 20,000 | - | Complete |
| Tot-lot at Codman Pool | | 50,000 | 45,191 | 4,809 | Complete |
| Town Office Renovation | | 1,000,000 | 1,000,000 | - | Complete |
| GRAND TOTAL | | 12,983,750 | 12,418,609 | 515,141 | |

CPA funding has helped Lincoln considerably to create affordable housing, purchase conservation land, preserve key historic properties and create and rehabilitate recreation assets. Funds have been obtained through a 3% surcharge on our property taxes, which was supplemented by a 100% state match until 2008 and reduced levels of matching since, including a 22% match in FY2017. Even at current level of matching, savings to the Town are substantial.

The committee is currently reviewing proposals for the 2018 Town Meeting. In evaluating these proposals, it is considering:

- consistency with Lincoln’s vision
- support by relevant town committees or organizations
- the extent to which the project helps to preserve threatened resources or town-owned assets;
- the extent to which the project serves multiple needs and populations, including the underserved;
- whether the project can realistically be accomplished within the proposed time frame and budget;
- the impact of delays in initiating the project; and
- the breadth of support for the project as indicated by fundraising through grants or private donations.

We welcome community inputs during all stages of our process – requesting, examining, and decision- making.

OGDEN CODMAN TRUST

Susan T. Monahan, Trustee
Maura E. Murphy, Trustee
Michael F. O’Connell, Trustee

The Ogden Codman Trust provides support to organizations that benefit residents of the Town of Lincoln. Information about the trust, including its history and grant guidelines may be found at www.codmantrust.org. Inquiries may be directed to Susan Monahan by email at smonahan@rackemann.com or by calling 617-951-1108.

In September, the Bemis Free Lectures Series hosted a program entitled *Philanthropy Shaping Lincoln: The Ogden Codman Trust*. Bill Tyler, Trustee Emeritus and one of the earliest trustees, and Susan Monahan, Current Trustee talked about the history and work of the Trust, and how it has partnered with the Town and organization leaders over a 45 year period to help shape Lincoln’s physical, educational and cultural landscape. The Codman trustees were grateful to Sara Mattes for putting this program together and giving the Codman trustees an opportunity to reflect on the Trust’s remarkable history in Lincoln, and to all those who shared stories of how grants from the Trust had impacted their work.

The following is a list of all the grants that the trustees made in 2017:

| Organization | Grant Amount | Project Title |
|---|--|---------------|
| Lincoln School Foundation | Lincoln Public School Innovation Accelerator (2 of 2) | \$7,500 |
| Foundation for Metro West | Year-two (of three) for Youth in Philanthropy Program | \$15,000 |
| Lincoln Sudbury Regional High School | Project LS: We are Warriors | \$2,000 |
| Rural Land Foundation | Lincoln Youth Soccer Athletic Field | \$50,000 |
| Codman Community Farms | Capital Purchases | \$20,000 |
| Town of Lincoln Parks and Recreation Department | Summer Camp 2017 financial aid support for Lincoln residents | \$7,000 |
| Community Resource and Awareness Network of Sudbury and Lincoln (CRANE) | CRANE Budget Support | \$2,000 |
| Town of Lincoln Council on Aging | Lincoln Community Resource Directory | \$5,500 |

| | | |
|---|---------------------------------------|------------------|
| Friends of the Lincoln Public Library | Hearing Loop Installation | \$8,100 |
| St. Vincent de Paul Society St. Joseph Conference | Help for Lincoln Residents in Need | \$25,000 |
| Historic New England | Codman Estate Septic Project (1 of 3) | \$50,000 |
| First Parish in Lincoln | Community Garden Equipment | \$1,000 |
| | TOTAL | \$193,100 |

INFORMATION TECHNOLOGY

Michael Dolan, Director

Status of Projects from Last Year

Backup System

The old backup system for Town Hall was outdated and no longer supported. As of June 2017, we are now using a Unitrends backup appliance. Featuring multiple daily backups and off site redundancy, the new system is easier to manage and is less expensive to maintain.

Web Site Refresh

Our Website look has changed to a more modern, visually appealing format. Now that the site has a new look, we continue to modify the site in an effort to remove stale content and present more relevant information, which is commonly searched.

Library Public Access Computers

The outdated public access computers have been replaced at the library with a system that is easier to manage. The new system also has lower annual support costs. Unfortunately the new system has revealed inefficiencies in the library's network cabling. These cables will be evaluated and replaced as the operating budget allows over the course of the next year.

Public Safety Dispatch System

We are up and running a new dispatch system. The old system data has been transferred over and the new system does not require time consuming and system crippling updates which would cause hours of downtime. The system also provides easier access from the vehicles.

Server Software Upgrade

We have begun the process of reducing the physical hardware and number of virtual servers in the environment. Long term this will reduce maintenance costs and labor associated with managing multiple servers.

New Projects

Permit Tracking Software

The Town has obtained a grant that allows us to implement an online building permit tracking system. The new system will allow residents and contractors to view the status of permits using a browser. The system will also allow residents and departments to attach relevant documents electronically. In addition, residents and contractors can be notified automatically when their permit status has changed. The new system should be up and running by June of this year.

EMAIL Migration

Our current in house email software is at the end of life. In the new fiscal year, we will be changing over to a cloud based system that will reduce the load on our backups and reduce the environment by three servers. Although there is an increased cost to the operating budget, reduction in other areas should balance out this increase.

WiFi Upgrade

Most of the WiFi network across Town building sites has been replaced. The new system does not require users to sign in with a splash screen. Users will also be able to sign in on one network, and their connection will automatically pick up when they arrive at another town location. The sites that have been upgraded are Town Hall, Council on Aging, Library, and Public Safety. In addition, a WiFi network has been installed at the Pierce House with hardware robust enough to handle events with a large number of devices.

Assessor's Database Upgrade

The Assessor's database will require an update as part of our infrastructure consolidation. While the upgrade is more of a technical necessity as opposed to a feature driven demand, the new database make maintenance and administration easier.

Printer Contract

After evaluating our print costs for the previous year, we have put most of our printers for the Town Hall, Council on Aging, Library, and Public Safety under a maintenance contract. Treating all of the devices under one contract will reduce the printer budget by at least \$3,000 per year. This figure also takes into account new replacement printers for devices that fail or are unable to meet our current needs.

Budget Impact

With the current changes in contracts and infrastructure, the Information Technology Department has been able reduce the overall operating budget by a small amount for the past year and for the upcoming year. As we move forward, other cost cutting measures will need to be implemented as many of our tech resources will migrate to subscription based services that actually increase operating costs. I will do what I can to try to minimize the impact of moving to solutions that require annual fees.

PUBLIC SAFETY

POLICE DEPARTMENT

Chief: A. Kevin Kennedy
Lieutenant: Sean E. Kennedy

Sergeants: Anthony Moran
Richard McCarty
Jon Wentworth
Paul Westlund

Officers: Matthew Armata
Andrew Davis
Matthew Forance
Joseph Pellegrini
David Regan
Laura Stewart

Detective: Ian Spencer

Dispatchers: Antonio Clemente
Michael Harriman
Spencer Hughes
Michael Keough
Melissa Marabella

Admin. Assistant: Catherine Dubeshter

In June of 2017, Officers Matthew Armata and Joseph Pellegrini completed the full-time Massachusetts Municipal Police Academy in New Braintree. The officers received training on such topics as; criminal law, constitutional law, motor vehicle law, firearms, defensive tactics, emergency vehicle operations and applied patrol procedures. Upon completion of the academy, they received an additional eight (8) weeks of in-house field training with Sergeants Jon Wentworth and Anthony Moran.

National Center for Missing & Exploited Children: Lead Dispatcher Michael Keough attended a two day seminar hosted by the National Center for Missing & Exploited Children where he became familiar with current issues related to missing children cases including effective policies and practices, technical assistance, and understanding the resource available to the department regarding these types of investigations.

Crime Scene for First Responders Training: A number of patrol officers attended a two day training hosted by Retired Lieutenant Brian O'Hara and the Middlesex District Attorney's Office on crime scene preservation. The training focused on identifying and preserving various types of evidence as the first responder to a crime scene. Officers were presented with a number of case studies which highlighted the best practices resulting in a successful prosecution.

Procedural Justice Training: As part of this year's annual in-service training, all officers received procedural justice training which builds upon our previous fair and impartial policing and de-escalation trainings. Procedural justice refers

to the idea of fairness in the process that resolves disputes. It focuses on the process rather than the outcome. Procedural justice is a concept that promotes positive organizational change while enhancing community relations and officer safety. The four pillars of procedural justice are:

- Fairness,
- Voice and Representation,
- Transparency and Openness, and
- Impartiality and Unbiased Decision Making.

Crisis Intervention Training: A number of officers and dispatchers attended forty (40) hours of Crisis Intervention Training offered by Eliot Community Human Services. The training allowed officers to gain a better understanding of: Mental Health & Cognitive Disorders, Personality Disorders, Childhood and Adolescent Mental Disorders and Treatment, Aging and Dementia, Suicide Intervention and Risk Assessment, Veteran Readjustment and Services, Traumatic Brain Injury and Cultural Awareness.

Police Intervention: We continue to partner with both the Middlesex District Attorney's Office and Communities for Restorative Justice by offering diversion to juveniles and young adults for non-violent offenses rather than exposing them to the criminal justice system. Research has shown that diversion and other restorative justice programs more effectively prevent future crimes than initiating formal court proceedings.

Our partnership with Eliot Community Human Services has allowed families and individuals dealing with mental health and/or substance abuse to connect with services within the community and through their health insurance. Our mental health/substances abuse coordinator has connected a number of residents with services. This past year, officers have successfully administered NARCAN on four (4) individuals who were suffering from a narcotic overdose.

Roadway Safety: The department continues to be an active participant with both the Roadway Traffic Committee and Cycling Safety Committee. We completed our seventh year of the Traffic Monitoring Program which deploys traffic counters at sixty-one (61) different locations throughout the town. By combining this traffic data with accident data, the department is able to identify specific areas for enforcement and monitoring to ensure the roadways are safe for motorists, pedestrians and bicyclists.

William Camuti Trial: In April of 2017, William Camuti, 72, of Sudbury, was convicted of first degree murder by a Middlesex Superior Court jury in connection with the 2013 death of Stephen Rakes, 59, of Quincy. Mr. Camuti was deeply in debt to his long-time business partner Stephen Rakes. Unbeknownst to the Mr. Rakes, Mr. Camuti had laced his coffee with potassium cyanide to avoid paying his debt. Mr. Camuti then waited for Mr. Rakes to die

before leaving him in the woods in Lincoln. The jury also found Mr. Camuti guilty of improper disposal of human remains and two counts of misleading a police officer.

Community Outreach: The department continues to provide community outreach and education on various topics which impact our community.

PROTECTION OF PERSONS & PROPERTY: The following is a summary of activity by the Lincoln Police Department for the 2017 calendar year.

| | |
|-------------------------------|-------|
| Calls for Service | 8,384 |
| Crimes against Person | 47 |
| Crimes against Property | 59 |
| Larceny/Fraud | 86 |
| Arrests | 71 |
| Criminal Complaints | 123 |
| Traffic Stops | 2,732 |
| Traffic Citations | 1,338 |
| Operating Under the Influence | 23 |
| Accident Investigations | 98 |

A. Kevin Kennedy, Chief of Police

LINCOLN FIRE DEPARTMENT

Chief: Stephen E. Carter

Lieutenants/Shift Commanders:

| | |
|---|-------------|
| Scott Christensen | Mark Mola |
| Ben Juhola | Tim Neufell |
| William Whalen (transferred to Cambridge in August) | |

Firefighters:

| | |
|------------------|-------------------|
| Joseph Cavanaugh | Mike O'Donnell |
| Brian Young | David Appleton |
| Mike Ott | Mike Gassiraro |
| Caleb Hagarty | Kevin Kirmelewicz |
| Joseph Lenox IV | |

Call Fighters:

| | |
|---------------|---------------|
| David Whalen | Jeff Lyons |
| Steve Boudrow | Tom Routhier |
| Zach Clements | Lindsey Byrne |
| Justin Aubert | |

The Lincoln Fire Department strives to achieve absolute confidence from the community by providing residents and neighboring communities with professional emergency medical services, fire suppression and fire prevention programs.

In 2017, there were several personnel changes that occurred. Lt./EMT Bill Whalen III transferred to the Cambridge Fire Dept.in August. Tim Neufell who previously filled in for Whalen while in Afghanistan was promoted to lieutenant. We welcomed a new fulltime Firefighter/EMT to the dept. in December Joseph Lenox who originally hails from Concord. The call/part-time program continues to be a strong support to the career firefighters by providing essential staff on nights and weekends.

Regional Impacts: The MassPort Hanscom Field activity involving the surrounding communities to provide support on many of their "ALERT calls" (inflight emergency). Planning, training and live drills allowed for all the services to work together to continue to fine tune this "new team concept". Lincoln responded 13 times to the airfield for "ALERT calls". This program simply emphasized the need for regional services in order to provide key services in a timely efficient manner. Lincoln continues to support the District teams with members on the district Dive Team, Fire Investigation Unit and Incident Management Team.

Grants: Once again Lincoln has been awarded a grant for the S.A.F.E. “Student Awareness of Fire Education” Program which provides valuable classroom experience for our elementary age school children and an additional program for elderly safety education was also given to the department in conjunction with the Council on Aging for enhanced safety of our elderly populations. These programs include education and a smoke and carbon monoxide detector programs.

Emergency Medical Services: This year the EMS run volume has leveled at 689 responses for the ambulances for medical assistance, this is a 10% decrease from 2016. The “Commons” staff has become more stable with their new assisted living and Rehab unit patients in day to day operations. The Lincoln Fire Department has once again ranked in the top 10 Emergency Medical Services on a National customer service performance survey for the 6th year in a row.

Summary: The department remains busy with a steady call volume averaging over 1412 emergency calls which included 126 reported building fires (none of them exceeded more than one room, 108 were small contained fires), 2 brush fires, 114 mutual aid calls and 698 were EMS/ambulance calls (a 10% decrease from 2016 in both Fire and EMS). The remainders were a variety of automatic alarms and several types of “hazardous condition” calls. Routine inspections and drills were performed at schools and other various institutions around town along with “plan reviews” to insure proper placement of detection systems in properties. Training for all members is always a focus to insure that the staff is properly prepared for all types of incidents both routine and major. Once again this year Ice Rescue, MCI management and core firefighting and EMS skill reviews were the focus topics.

On behalf of the Lincoln Fire Department, I would like to thank all the Lincoln residents, organizations, and societies for your much appreciated support and valued donations. The foundation for the department continues to strengthen because of the teamwork between the town departments and the citizens supporting our efforts to safeguard the community.

At this time I would like to continue my acknowledgement to the positive enthusiasm and professionalism performed by the fire officers and firefighters during both routine and extreme missions they are assigned.

Respectfully Submitted,



Stephen E. Carter, Fire Chief and Emergency Management Director

BUILDING DEPARTMENT

Daniel Walsh, Building Commissioner
Robert Norton, Wiring Inspector
Henry Parlee, Assistant Wiring Inspector
John Bolli, Assistant Wiring Inspector
Russell Dixon, Jr., Plumbing & Gas Inspector
George Dixon, Assistant Plumbing & Gas Inspector
Kenneth Rich, Assistant Plumbing & Gas Inspector
Elaine Carroll, Administrative Assistant

The Building Department is charged with statutory responsibilities that have an effect on public safety, the physical growth, and development of Lincoln and works closely with all land use departments in a coordinated and comprehensive manner. The Building Commissioner is legally mandated to carry out certain provisions of the Subdivision Control Law (M.G.L., Chapter 41, Section 81-K to 81-GG) and of the Zoning Act (M.G.L., Chapter 40A). These legal responsibilities are reflected locally in the permitting process and in the Town's Zoning By-Law. Some specific services that the Building Department provides include reviewing applications and plans to construct, alter, and demolish any building or structure, for compliance with applicable Zoning and General By-laws, Massachusetts State Building Code, Stretch Energy Code, Sheet Metal Code, Massachusetts State Fuel, Gas and Plumbing Code, Massachusetts State Electrical Code, Town of Lincoln Sign By-law and oversees Massachusetts's requirement for Sealer of Weights & Measures.

The Building Department supports the Planning, Conservation and Zoning functions of the land use departments. The goal is to support the needs of the existing departments, to improve operational efficiency, and to enhance service delivery.

Values of construction permits for work during the past year as submitted by applicants in 2017:

| | |
|---|-----------------|
| Building (Residential and Commercial) | \$44,017,005.00 |
| Plumbing (Residential and Commercial) | 1,668,775.00 |
| Electrical (Residential and Commercial) | 2,256,854.00 |
| | \$47,942,634.00 |

Permit Fees Collected in 2017 – Residential and Commercial

| | |
|--------------|--------------|
| Building | \$427,024.00 |
| Plumbing/Gas | 34,674.00 |
| Electrical | 379,798.00 |

| | |
|-----------------------|--------------|
| Re-certification Fees | 680.00 |
| Total | \$841,496.00 |

Building permits issued in 2017:

| | |
|---|-----|
| New Residential | 7 |
| Additions and Remodeling | 126 |
| Garages and barns | 5 |
| Decks and porches | 10 |
| Steel Metal Permits | 30 |
| Demolitions (house) | 3 |
| Demolitions (accessory structures) | 6 |
| Re-roofing | 22 |
| Tents (temporary) | 33 |
| Wood Burning Stoves | 6 |
| Cell Tower – addition to existing | 3 |
| Solar Panels | 29 |
| Signs | 1 |
| Fences | 1 |
| Accessory Apartments | 4 |
| Minuteman School – foundation & steel structure | 1 |
| Drumlin Education Center | 1 |
| Building permits issued | 288 |
| Plumbing permits issued | 247 |
| Electrical permits issued | 249 |

In 2017, we welcomed Henry Parlee as an additional Assistant Wiring Inspector.

2018 will be another busy year for the Inspectors of the Building Department filling the demand for inspections for the new Minuteman School project as well as the usual residential projects.

SEALER OF WEIGHTS AND MEASURES

Courtney Atkinson

The Sealer of Weights and Measures for the Town of Lincoln is Courtney Atkinson, retired Building Inspector for the Town of Weston. Because of illness, Joseph Mulvey performed the sealer duties this year.

In May of 2017, Mr. Mulvey inspected 3 service stations, Drumlin Farm and Donelan's Supermarket in Town as required by the Commonwealth of Massachusetts.

Service Stations 3

Supermarkets 1

Farm Stands 1

Sealing fees collected \$824.00

Any questions regarding weights and measures for the Town of Lincoln should still be directed to the Office of the Building Inspector, Telephone No. 781 – 259-2613.

BOARD OF HEALTH

Steven Kanner, M.D.
Patricia Miller.
Frederick L. Mansfield, M.D., Chair

The Board of Health meets the first Wednesday of each month at 7:30 p.m., and all meetings are open to the public. Citizens wishing to be placed on the agenda should contact the Board of Health Office at least two weeks before the scheduled meeting date. The Board's office manager is Elaine Carroll, who is also the Administrative Assistant for the Building Department. Inspectional services are provided through an inter-municipal agreement with the Town of Concord with Stan Sosnicki acting as our Health Inspector. The Board works closely with Maureen Richichi, School Nurse, on such topics as flu vaccines, school immunizations, tick borne illnesses and communicable diseases, and we wish to thank Maureen for her valuable service to the Board.

The Board of Health is responsible for a variety of issues related to water protection, solid and hazardous waste disposal, communicable diseases, and public health hazards in the environment. The Board is charged with overseeing the onsite wastewater (septic) system program; enforcing the State Sanitary Code for food establishments; summer camps, swimming pools, beaches, private water wells, overseeing mosquito control programs; supporting mental health services for Lincoln residents through Eliot Community Human Services; and works closely with the Town appointed dog officers.

PERMIT ACTIVITY

In 2017, the Board of Health issued: 29 permits to construct/alter onsite wastewater (septic) systems, 4 Recreational Camp permits, 2 pools, 22 Food Establishment Permits, 31 catering permits, 14 temporary events permits and 11 private wells. This year, the Board of Health Agent witnessed over 19 deep test holes and percolation tests for the siting of onsite wastewater (septic) systems, conducted 16 Title 5 building reviews, 69 septic installation inspections, and 34 food service inspections. The Town has a new restaurant this year with the addition of Lincoln Kitchen run by the same family as Trails End Lincoln, which opened up last year.

HEARINGS

The Board voted to grant 12 variances to local septic regulations this year during its regular meetings.

The Board is in the process of drafting Well Regulations for the Town. Although the Town issues well permits during the year, we have never had a formal Well Regulation in place. The Board also continued to work with the Leaf Blower Study Committee to reduce the noise and air pollution in the Lincoln Station

area and also discussed the proposed ban of plastic bags and single serve plastic water bottles by the L-S Environmental Club. The Board will continue to work with “Mothers Out Front” in their efforts to control natural gas leaks in Lincoln.

OTHER ACTIVITIES

| <i>Communicable disease control:</i> | Disease Reports | 2015 | 2016 | 2017 |
|--|---------------------------------|-------------|-------------|-------------|
| Communicable disease reports regarding Lincoln residents are forwarded to Maureen Richichi, the School and Town Nurse, for review and possible follow-up. Case reports investigated for the Board of Health since 2015 are summarized on the following table. The numbers indicate cases which may be confirmed, suspect, or probable and may also indicate residents who are considered contacts of individuals (residents and non-residents) with communicable diseases. | Lyme Disease | 34 | 30 | 33 |
| | Human Granulocytic Anaplasmosis | 4 | 2 | 3 |
| | Campylobacteriosis | 2 | 2 | 0 |
| | Salmonellosis | 0 | 0 | 2 |
| | Influenza | 12 | 8 | 11 |
| | Giardiasis | 2 | 2 | 1 |
| | Ambeosis | 1 | 0 | 0 |
| | Hepatitis A | 0 | 0 | 1 |
| | Hepatitis C (chronic) | 2 | 1 | 1 |
| | Babesiosis | 1 | 2 | 2 |
| | Ehrlichiosis | 0 | 0 | 1 |
| | Group A Streptococcus | 0 | 0 | 1 |
| | Group B Streptococcus | 0 | 0 | 1 |
| | Tuberculosis | 0 | 0 | 1 |
| | Listeria | 0 | 1 | 0 |

HAZARDOUS WASTE COLLECTIONS:

This year 84 residents signed up to bring their hazardous waste to the facility in Lexington. The Town is one of eight towns that participate in the Minuteman Hazardous Waste Facility located on Hartwell Avenue in Lexington. Because of the installation of solar panels at the Hartwell Avenue site, all collections were held at the Lexington DPW on Bedford Street in 2017. The facility holds eight collection days a year beginning in April and ending in November.

2018 Dates:

- April 14
- May 12
- June 16
- July 14
- August 11
- Sunday, September 16
- October 13
- November 3

ANIMAL CENSUS:

The following table lists the population of farm animals since 2010.

| Type | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 |
|--------------------|------|------|------|------|------|------|------|------|
| Cattle | 7 | 5 | 7 | 0 | 0 | 52 | 48 | 31 |
| Cattle, beef | 48 | 54 | 79 | 53 | 39 | 13 | 0 | 5 |
| Cattle, steer/oxen | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Cattle, yearlings | 15 | 9 | 1 | 14 | 1 | 6 | 0 | 0 |
| Goats | 25 | 24 | 22 | 20 | 14 | 14 | 8 | 4 |
| Sheep | 100 | 88 | 142 | 126 | 137 | 132 | 133 | 127 |
| Swine | 16 | 23 | 13 | 45 | 39 | 26 | 13 | 22 |
| Horses/Ponies | 84 | 77 | 74 | 78 | 68 | 59 | 60 | 59 |
| Llamas/Alpacas | 4 | 7 | 7 | 5 | 10 | 7 | 8 | 7 |
| Donkeys | 1 | 1 | 1 | 1 | 2 | 2 | 1 | 1 |
| Chickens | 530 | 566 | 417 | 418 | 505 | 563 | 1196 | 1383 |
| Turkeys | 4 | 3 | 48 | 4 | 0 | 0 | 0 | 0 |
| Waterfowl | 31 | 18 | 9 | 12 | 14 | 14 | 12 | 10 |
| Geese | 12 | 0 | 3 | 7 | 0 | 9 | 1 | 1 |
| Guinea Hens | 10 | 0 | 0 | 0 | 1 | 0 | 0 | 0 |
| Water Buffalo | 1 | 1 | 0 | 1 | 0 | 0 | 0 | 0 |
| Pigeons | 6 | 10 | 0 | 0 | 0 | 0 | 6 | 0 |
| Rabbits | 6 | 5 | 2 | 0 | 1 | 4 | 0 | 0 |

DOG OFFICER

**TOTAL NUMBER CALLS HANDLED -
2017**

195

| | |
|---------------------------|----|
| # Complaint Calls | 10 |
| # Lost Dog Calls | 5 |
| # Lost Cat Calls | 2 |
| # Other Cat related calls | 2 |
| # Animal / Wildlife Calls | 17 |
| # Miscellaneous Calls | 85 |

TOTAL # ANIMALS PICKED UP

3

- Total # not licensed
- Total # dogs not claimed
- # still in dog officer custody
- #surrendered to Humane Shelter

TOTAL # HUMAN BITE CALLS

10

TOTAL # ANIMAL - ANIMAL BITE

5

- 10 Day Quarantine Order -Human Bite
- 10 Day Quarantine Order -Animal Bite
- 45 Day/6 Month Quarantine Orders

ISSUED 10 / RELEASED 11
ISSUED 5 / RELEASED 5
ISSUED 2 / RELEASED 3

TOTAL # CITATIONS ISSUED

- # No license citations
- # Leash Law/Dog not under owner control
- # Other Offense
- # Court summons processed

**BARN INSPECTIONS COMPLETED
WITH 1650 TOTAL
LIVESTOCK/ANIMALS - 26 barns**

KENNEL INSPECTIONS DONE - 2

LINCOLN COUNCIL ON AGING

Marilyn Buckler
Jack French
Ben Horne, Vice-Chair
Sally Kindleberger
Patricia McGean
Don Milan
Florence Montgomery
Donna Rizzo
Mary Sheldon
Dilla Tingley, Recorder
Rob Todd
Dorothy Taylor, Chair

Mission Statement: The Council on Aging strives to enrich the lives of Lincoln's 2000 residents 60 years of age or older (29% of the non-Hanscom population) and assist residents of all ages to remain safely and independently in our community. In addition, the COA is a resource to all Lincoln residents who are in a serious financial crisis or who need help in caring for elders. The majority of our educational, social, and recreational activities are open to residents of all ages.

A facility that is safe, adequate, accessible, and designed especially for older residents is essential to our ability to provide programs and services now and in the future as Lincoln's senior population continues to grow. Thus, we worked with the Community Center Preliminary Planning and Design Committee to provide information about Lincoln seniors and their needs and we look forward to working with the town boards and committees on next steps towards a community center.

We strive to offer a slate of programs that meet the needs of a wide diversity of Lincoln residents, including seniors and "near seniors" ranging in age from their 40s to their 90s, caregivers and family members, and children and young people who participate in intergenerational activities. Among this year's highlights:

*Lincoln Academy presentations on a diversity of topics including antiques, women's history, Bhutan, South Africa, Iceland, Lincoln history, Cuba, Winslow Homer, the Arizona-Mexico Borderlands, Asteroid Mapping, Polynesia, African-American Quilts, the MA 54th Regiment, Japan, and much more.

*Intergenerational programs including a sing-along with the Magic Garden and LEAP, musicals with Birches students, technology tutoring by students from LEAP and Lincoln-Sudbury High School, card-sorting by the Girl Scouts, and the donation of desserts by the Magic Garden to our Senior Dining Program.

*Trips, including a Jazz Brunch, Harvard Museum of Natural History, the Boston Symphony Orchestra, Gloucester, Lowell, the Statehouse, and bowling.

*Science programming on such topics as agriculture, science history, alternative energy, climate change and physics, developing new drugs, and human metrics.

*Arts programming, including new classes in hand drumming class and drawing, concerts featuring cabaret music, jazz, a cappella singing with the Amalgamates funded by the Lincoln Cultural Council, dance with the Elders Ensemble, classical music, and blues, and a course on great 20th century art with the Library.

*Programs to help navigate the challenges of aging, including workshops on better relationships, reframing for greater happiness, positive psychology funded by the Ogden Codman Trust, driving, and aging in nature with the LLCT.

*Health education on wound care and prevention, pain management, better balance for fall prevention, nutrition, cpr with the Fire Department, and mindful walking with the LLCT.

Over the past year we have observed a significant increase in the number of Lincoln residents of all ages with severe and complex social service needs. We have therefore begun to forge even closer relationships with others providing services in Lincoln, stepped up our outreach efforts to make sure that people in need are identified and served, and begun to look for resources to provide expanded services. In addition, we have:

*Offered programs on maintaining cognitive functioning and a series on long term care, including presentations on paying for long term care, long term care insurance, arranging for in-home care, and adapting your home for special needs.

*Gathered donations for and distributed Holiday Gift Baskets containing items not eligible for Food Stamps to seniors who are at or below the poverty level.

*Published a significantly expanded Community Resource Guide with listings for all ages in areas ranging from in-home care to programs for youth to mental health to housing to cultural and recreational offerings, and more. The Ogden Codman Trust funded printing of the guide and mailing to all Lincoln households.

*We have expanded our services to residents of Lincoln Woods, including initiating social services office hours and endeavoring to make contact with every single senior who lives there to offer assistance.

*We began to offer Mini-Mental Status Exams to anyone who wishes to check their cognitive functioning.

A special thanks goes to our almost 150 volunteers, the Friends of the COA, and the many businesses and organizations who contribute to the COA with collaborative programming and donations, all of whom make our work possible.

BEMIS TRUST

Melinda Abraham, Trustee
John MacLachlan, Trustee
Sara Mattes, Trustee

The three elected Bemis Trustees manage all aspects of the Bemis Free Lecture Series, including selecting the events, reserving the venues and coordinating all aspects of the events. The lectures are funded by two trusts. The original trust was established in 1890 by George Bemis to provide free lectures of an instructive and elevating character to the citizens of Lincoln. In 1982, the John Todd estate created a trust to be administered by the Bemis Trustees. This new trust doubled the principle of the Bemis Free Lecture Series and expanded the mandate of the Bemis Trustees to include "entertainment and recreation".

Although both trusts are managed by the town of Lincoln, the Bemis Free Lecture Series does not derive any of its funding directly from the town.

The first Bemis lecture was given on June 8, 1892. Over the years, the Bemis Free Lecture Series has included presentations by a wide range of luminaries including: poet Robert Frost, economist John Kenneth Galbraith, anthropologist Margaret Mead, historian Arthur Schlesinger, Senator Patrick Moynihan, Dr. Helen Caldicott, Tufts University president Dr. Jean Mayer, historian Doris Kearns Goodwin, and Broadway director Julie Taymor. Arts performances have included modern dance, mime, choral singing, puppetry, poetry, classical and contemporary music, steel bands and one-person monologues

During 2017 the Bemis Free Lecture series featured two events.

- Andy Ory: *The Next BigThing: More, Faster But Better?*
 - Entrepreneur Andy Ory discussed the opportunities, threats, and challenges in the fields of technology and entrepreneurship.
- Bill Tyler & Susan Monahan: *Philanthropy Shaping Lincoln: The Ogden Codman Trust*
 - Bill Tyler, Trustee Emeritus of the Ogden Codman Trust, and Susan Monahan, Trustee of the Ogden Codman Trust, discussed the history of the Trust. Dorothy Codman and her lawyers established the trust for the benefit of the town of Lincoln and its residents and named the trust in honor of Dorothy's father. Since 1972, the Trust has funded many projects, including the Codman pool.

At the end of 2016, Ruth Rothstein tendered her resignation effective January 2017. The current trustees would like to thank Ruth for her many years of exceptional volunteer service to the town.

In the spring of 2017, John MacLachlan was elected to a three year term as a trustee and Melinda Abraham was re-elected.

We encourage anyone interested in suggesting possible future events to contact any of the trustees.

VETERANS SERVICES

James Hogan, Veterans Programming Officer
Priscilla Leach, Veterans Services Officer

The Veterans Service Officer keeps veterans and their dependents informed about their rights and benefits and helps them to apply for these benefits. This includes federal VA benefits, as well as state and town benefits. At times, this responsibility includes advocating for veterans with multiple agencies. The Veterans Programming Officer arranges and implements presentations and social events for Lincoln's veterans' community, their families, and others.

All Massachusetts veterans are eligible for free tuition at all state community colleges, colleges, and universities, veterans license plates, long term care at the Chelsea and Holyoke Soldiers Homes, burial in the state Veterans Cemeteries, and Welcome Home bonuses. Low income veterans and dependents are also eligible for financial and medical assistance from a combination of state and town funds. The Veterans Services Officer is responsible for determining eligibility for these benefits and for administering this program. She has had 184 contacts with veterans in the past year. The number of veterans who received this state/town benefit in 2017 ranged between two and four, which are typical numbers for a town of Lincoln's size.

The Veterans Administration offers compensation for veterans suffering from service connected disabilities and a pension for veterans who qualify financially. All veterans are eligible for free grave markers and some can receive help with burial benefits. There are also benefits available for veterans in assisted living and nursing homes.

The Veterans Programming Officer works with the Council on Aging and the Veterans Services Officer to improve our outreach and spread information. This past year, he has organized informational sessions as well as brunches and luncheons for veterans and their spouses.

Both the Veterans Services Officer and the Veterans Programming Officer have been involved in the creation and development of VOLMA (Veterans of Lincoln MA). The Veterans Services Officer, along with several other Lincoln veterans, spoke to the 7th graders at the Brooks School about their service in the military and the importance of Veterans Day.

In Lincoln, the Veterans Services Officer and the Veterans Programming Officer deal primarily with veterans from WWII, Korea, Vietnam, and peacetime. One of the biggest surprises for them is that many veterans are unsure of their benefits.

DEPARTMENT OF PUBLIC WORKS

In 2017 the Public Works Department again completed many projects and activities.

In 2017 road repair and repaving continued. Road paving included:

- Part of Lincoln Road
- Codman Road to Route 117
- Old Lexington Road
- Paving of some roads at the Lexington Road Cemetery

As compared to the record winter three years ago, January and February of 2017 produced average snow fall in Lincoln. DPW Crews worked around the clock to maintain safe roadways and sidewalks. The Department also utilized its winter pre-treatment process. This process includes applying salt brine to the major Town roads in advance of a storm event. By applying this Brine the snow begins to melt immediately on the road. The snow and ice will not bind to the roadway, thereby reducing the overall amount of effort and materials that have to be used.

In the spring the Department transitioned to springtime work. The Department performed roadway and path maintenance through the months of April and May. This included: street sweeping, pothole repair, and roadside path repair and stonewall work.

During the spring the Department also continued the process of removing tons of built up sand on the roadway shoulders. This sand built up during the winter and is the result of our heavy reliance on sand for snow and ice control. The sand interferes with the roadway drainage and is a major contribution to pavement damage.

This past summer, the Department performed roadside vegetative maintenance, performed roadway striping, cut dead roadside trees, planted trees, filled potholes, fixed road signs, performed cemetery burials and maintenance, and made repairs to several drainage structures.

The Public Works Department continued to use its equipment to trim back over grown roadside vegetation. By trimming back this vegetation the Town's residents have a safer, more aesthetically pleasing roadway. The beautiful farmer's stone walls that we have been repairing can now be seen and enjoyed.

During the fall, the Department cleaned leaves and fixed damaged catch basins. The Department also continued with its roadside program, trimming various roadsides and intersections.

During the course of the year, the Department was also tasked with the operation of the Town's Transfer Station. The entry shed continued to be staffed at the entrance of the Transfer Station to better monitor day to day activities and residential usage. A new recycling vendor was also chosen by the Town. This will help in our recycling efforts.

The Department continued with the maintenance and operation of the Town's cemeteries.

New equipment for the DPW included a Used Bucket Truck and a new Ford F550 Dump Truck.

Looking ahead to 2018, the Department anticipates continuation of the trail and path maintenance program, roadside improvements including stonewall repair, continued improvements to the Transfer Station, improved leaf removal program, and continued development of the Public Works yard and materials handling.

The 2017 Lincoln Department of Public Works Department Staff:

- Chris Bibbo – Superintendent
- Carol Withycombe – Administrative Secretary
- Steve McDonald - Foreman
- Jim Durkin – Crew Chief
- Steve Frias
- Brian Kerrigan - Mechanic
- John Neri
- Dan Scirocco
- Ian Sears
- Scott Swanson

Dan Scirocco was hired in January 2017 as a new Crew Member.

Scott Swanson was hired in June 2017 as a Tree Person/Crew Member.

CEMETERY COMMISSION

Manley Boyce
Conrad Todd
Susan Harding, Chairperson
Susan F. Brooks, Cemetery Agent/Town Clerk

All four Lincoln Cemeteries are town treasures, full of history, artistic and aesthetic beauty, and our historical record as a community. We hope you have taken the self-guided tour of Town Hill Cemetery (next to Bemis) that Valerie Fox put together last year. Statistics for this year are thirty-five interments (eleven full and twenty-four cremains) and twenty-three deeds signed for lots.

Looking to the future, we took part in the Open Space and Recreation Planning Update this past year for the state and our own long range planning efforts. Providing burial space is a municipal responsibility as well as a civic commitment. We have also looked to the future in our efforts to expand the usable space of our Lexington Road Cemetery. A “work corner” used by the DPW in conjunction with burial work has been defined in area and the rest cleaned up, graded, and is in the process of being laid out for burial lots. We will be calling it Fern Way. Unlike our new area called Juniper Way, which allows only flat stones, this one will allow upright markers, but size restrictions will apply due to the fact that residents can buy individual plots as small as 5 feet by 4 feet. The Commission thanks Angela Kearny for her help in the design of this new area. We have installed a solar shed to provide electricity to the storage shed installed last year. The cost of bringing electricity from the road was prohibitive, so we are happy to use this environmentally benign source of energy to light the shed and charge new battery powered equipment. We thank the DPW for digging the trench needed to install the power line between the two buildings.

Cooperation between the Cemetery Commission and the Town’s Department of Public Works has been close and constructive this year. We participated in a joint paving contract, and the first of a multi-year improvement to the roads has begun. We are also looking to buy jointly equipment that is “green” and suited to both Town and cemetery work. As always, families can count on their efforts to ensure that burials proceed as planned.

Conservation is always a top priority. We have conserved the stone damaged by a tree limb that fell after the nasty storm last March; rails for the fence in front of the Arborvitae Cemetery have been replaced; and, please note that we have had a winter coat made to protect our lovely statue of Mrs. Storrow’s son in the Lexington Road cemetery. Drainage issues have also been addressed. Maintenance is just as on-going in cemeteries as it is at home.

We hope all are proud of the serene, welcoming, and comforting beauty of our cemeteries. It takes work and love to keep it so. We thank Alaric Naiman for his gift of 8 native magnolia trees (*M. macrophylla*, which he planted for us) and others for donating native wild flowers and shrubs. An arborist did much needed work on the 16 dead trees this past winter. As we add and replace trees and shrubs, we will be aware that native flora feeds our fauna and helps maintain a healthy and diverse environment for all. We hope to ensure that future generations have a lovely cemetery, too.

Everyone in Lincoln, and especially the Cemetery Commission, suffered a loss with the death of Nancy Zuelke. She was a great supporter and friend of our cemeteries, and an example to all of the importance this town asset and memorial holds for our community.

ROADWAY AND TRAFFIC COMMITTEE

James Craig
Ken Bassett, Chair
Margaret Olson
Jane Herlacher
Alex MacLean
Deborah Howe
Tim Higgins
Chris Bibbo
Chief Kevin Kennedy

The Roadway and Traffic Committee continues in its role as an advisory body to the Board of Selectmen on issues related to the Town's roadway network. The Committee's membership consisting of Town officials and citizen volunteers provides a forum for discussion of roadway related issues, including public safety, traffic management, and aesthetics.

This year the Committee continued its efforts to work with Town staff on both the function and design of roadway improvements. Of note was the recommendation to the Selectmen to add additional stop signs at the Weston Road/Silver Hill intersection to improve safety for motorists as well as pedestrians, horseback riders, and bicyclists. Two other intersections, Lincoln Road/Route 117 and Tower Road/Route 117, are currently under study to improve safety conditions.

Working with the Town's Director of Planning, grants to the Town under the State program of Complete Streets provides funds for transportation related projects that can be implemented within the period of one year. The RTC will continue to provide input on projects that can potentially fulfill the program's goals of serving the needs of the multiple users of our public right-of-ways.

Significant time was expended during 2017 in dealing with Old Winter Street traffic impacts. After considerable research and discussion, the RTC recommendation to the Selectmen was approved on a trial basis to restrict traffic movements during the afternoon rush hour. A six-month trial period will lead to a final recommendation in 2018.

WATER DEPARTMENT

Bob Antia
Ruth Ann Hendrickson
Packy Lawler, Chair
Gregory Woods, Superintendent

Established in 1872, Lincoln's Water Department (LWD) provides clean safe drinking water to its customers and fire flow protection throughout the town. Lincoln's water comes from Flints Pond (primary) and the Tower Road Well (secondary). Flints Pond water is purified by an advanced microfiltration plant and then pumped into the distribution system, including the storage tank on top of Bedford Hill near the end of Hilliard Road.

Governed by three elected Commissioners, the Department is funded totally by user fees. We do receive certain accounting, insurance, and personnel services from the general town government, for which we are billed. While LWD is self-funded, our budget and capital expenses are approved at Town Meeting and we maintain liaisons with various town entities.

In FY2017 LWD collected approximately \$1,165,405 from water bills and expended approximately \$1,007,361 in operating expenses, resulting in the addition of \$158,044 to Retained Earnings. The Commission targets a minimum retained earnings balance of approximately \$1M to support future capital expenses; the current balance in this account is \$1,536,091. The average annual residential water bill is about \$520.

Our expenditures have remained relatively stable over the last eight fiscal years, at roughly \$1,000,000 per year, staying at or below the Finance Committee's recommended budget increase each year. We are particularly pleased that the FY19 budget is below the Finance Committee's 2.5% increase target.

In 2017, the water level in Flints Pond recovered by approximately three feet from its exceptionally low level the previous year. The Department maintained a mandatory outdoor water ban until May 10th, after which a one day per week schedule was implemented. The normal two days per week restriction was reinstated on August 9th as it was unlikely that the pond level would decrease significantly over the remainder of the year. As a result of the previous year's drought, the Department formalized a Drought Management Plan to help identify when more stringent watering restrictions should be instituted in order to safeguard the water supply.

The DEP issued the Town's current water withdrawal permit in 2013. There are two major permit provisions with respect to water consumption: that we achieve the state-wide goal of 65 gallons per person per day residential use, and that our total annual withdrawal, including non-residential users and unaccounted for

(lost) water not exceed 182 million gallons per year. Our residential gallons per capita per day was 77 in 2016 and is estimated at 66 for this most recent year. We have achieved the residential water use goal only once in the last eight years. This, in addition to our uncounted for water amounts, means we have yet to meet the total annual withdrawal limit.

The Commissioners are pleased to announce that a grant application we submitted with four other communities has been approved. The purpose of the study funded by this grant is to assess the impact of water conservation measures and the Massachusetts Water Management Act on the Department's revenue stream. A consultant will consider the situation in each of the communities to determine whether rate structure changes are recommended to assure an adequate revenue stream. This study is expected to be completed by June 30, 2018.

The Flints Pond Dam rehabilitation project, initiated in 2016, was completed in 2017. The rehabilitation project was designed to meet current Office of Dam Safety design requirements for a 50-year storm. The project included excavation of a portion of the embankments and replacement with engineered materials, bringing the entire embankment to a level elevation sufficient to channel the water to the spillway in the 50-year storm. The report to the Dam Safety Office has been drafted by our consultant and approved by the Commissioners for final publication. The Commissioners wish to thank the abutting homeowners who provided the Department with the legal permission and easements to complete the work.

The Department continued its aggressive efforts to reduce leaks in the mains and service lines in an effort to reach the DEP mandate of less than 10% unaccounted for or lost water. The Department retained an experienced leak detection company to survey the distribution system in late 2017, but the work was suspended due to inclement weather. The Department expects to complete the survey in early 2018 and will actively repair any leaks found in the system. The leak detection program will continue annually as we attempt to reduce our water use by minimizing lost water.

We regret to report that, effective January 11, 2018, Superintendent Greg Woods resigned from his position in Lincoln to pursue an opportunity closer to his home. We wish Mr. Woods well as he takes up his new position and thank him for his many years of excellent service to Lincoln. The Commissioners expect to have hired a new superintendent by the time this report is published, and we hope you will welcome him or her to Lincoln. The Commissioners are grateful for the support of our dedicated staff, Heather Clary, Rose Murphy, Jeremy Bernard and newly-hired William MacInnes.

LAND USE BOARDS AND DEPARTMENTS

PLANNING BOARD

Margaret Olson, Chair
Lynn DeLisi, Vice Chair
Richard Rundell
Gary Taylor
Stephen Gladstone

Staff – Jennifer Burney is the Director of Planning and Land Use and focuses on planning initiatives, grants, and short and long term goals and joined the staff in 2016. In 2017, Paula Vaughn-MacKenzie was promoted to full-time Assistant Director of Planning and Land Use and has been with the town since 2011.

Permitting Activities - The Planning Board's work is comprised of ongoing permitting activities, amendments to the Zoning Bylaw and Subdivision Rules, regional projects, grants, planning studies, and longer term planning to preserve the health and character of the town through the 21st century. Longer term planning has focused on South Lincoln over the past year and we expect that to continue over the next few years as we help the town adapt to changes in the transportation, retail, demographic, and cultural landscapes.

The Planning Board conducted Site Plan Review of applications for large institutional projects, the demolition and construction of single-family homes, modification requests to prior site plan approvals, as well as fence and sign applications, and ANR plan endorsements. The Board continues to look at ways to streamline the Site Plan Review for applicants and focus the board's attention where it most benefits the town.

Major projects this year included:

- Approval of a site plan application by Minuteman Regional Vocational Technical School to construct a new school. The project consists of construction of a new building and associated parking lots, lighting, landscaping, and stormwater management.
- Approval of a site plan application for the Birches School and Lincoln Parks and Recreation. The 16 acre site will include an athletic field for Parks and Recreation, a school building for the Birches School and conservation land. The project is currently under construction.

- Care Dimensions, a hospice facility, was initially permitted in 2015 and is now nearing completion. It is scheduled to open in February 2018.
- Approval of an addition to the First Parish Church was completed.

Regulatory Activities

The Planning Department staff attended many meetings regarding the Massachusetts Zoning Reform Bill. The Senate passed the zoning reform bill on June 9, 2016, however the House did not advance the bill due to its complexity. The bill has been re-filed.

The Board worked cooperatively with Boards and Committees on the following zoning amendments which were all approved at the annual Town Meeting in 2017.

- Recreational Marijuana - The Town approved a moratorium on recreational marijuana to allow the town time to draft a bylaw and/or regulations.
- Solar Installations - The Planning Board and Green energy Committee co-sponsored an amendment to the Solar Bylaw to eliminate the roof top set back requirement and allow waiver provisions.
- Agricultural Bylaw - The Agricultural Commission presented a bylaw that would allow small scale farming on lots between 2 and 5 acres.
- Affordable Accessory Apartment Bylaw - The Housing Commission sponsored an amendment to the accessory apartment bylaw to qualify units under DHCD regulations to be counted on the Town's Subsidized Housing Inventory.

Land Use Efficiencies

The Land Use Chairs met quarterly to discuss issues relevant to all Land Use Boards. In addition, the Planning Department scheduled several department head and staff meetings to coordinate permitting on multi-board applications. To keep the public apprised of major projects and initiatives, the Planning Department created a webpage for project applications and supporting documents and launched **coUrbanize** an online platform to facilitate community engagement.

The Planning Board and staff continued to monitor the following regional and local projects:

- Route 2 project, which was completed in the Spring of 2017
- The Carrol School re-development located in Wayland and abutting Lincoln
- Waltham Redevelopment of the Polaroid Site
- MBTA telecommunication towers
- Hanscom Airforce Base weather doppler
- Lincoln Woods renovation
- Wayland Sports Field

The Planning Board and Staff participate with various regional organizations, such as HATS (Hanscom Area Towns), CAC (Massport Community Advisory Committee), MAGIC (Minuteman Advisory Group on Interlocal Coordination), the Battle Road Byway Committee, and the MAPC (Metropolitan Area Planning Council and attends meetings on regional transportation projects.

Initiatives, Studies and Grants

Massachusetts Small MS4 General Permit: The Town along with other MAGIC communities was awarded \$102,000 in grants to work with MAPC on complying with new state stormwater requirements which became effective on July 1, 2017.

Age Friendly Community: The Town along with other MAGIC communities is in the process of applying for an Age Friendly Community Regional Grant.

Compact Communities: The Town has been designated a Compact Community by the Commonwealth. The Town identified economic development efforts including zoning changes and housing options, digitizing records, and stormwater management as goals. To date, the Town has received a \$25,000 grant to help with the rezoning efforts in South Lincoln/Lincoln Station as well as a \$24,320 grant for permit tracking software. The Town can earn extra points on other grant applications.

Hazard Mitigation Plan The Town has been working with MAPC to update a draft plan for approval by FEMA which was submitted in late 2017.

Complete Streets The Town was awarded \$50,000 for technical assistance to help the town develop a Prioritization Plan and Complete Streets Policy which were both approved in 2017. The Town was also awarded a \$400,000 Complete Streets grant for ten projects. Visit the Town's website to learn more.

Lincoln Station/South Lincoln

In 2017 the Planning Board appointed a subcommittee The South Lincoln Planning Implementation Committee (SLPIC), to focus on specific planning

projects in the South Lincoln/Lincoln Station area to create a vibrant, walkable village center.

A key issue identified in the Town's Comprehensive Long Range Plan is the economic sustainability of Lincoln's small commercial area. In 2010 a Planning Board subcommittee was formed to study and make recommendations for Lincoln Station. The study was completed in 2014 and documents the advantages and challenges for Lincoln Station. All studies can be found on the Town's website.

SLPIC is conducting a review of the needs of the DPW utilizing the consulting services of Weston and Sampson, a widely recognized and experienced company to assess Lincoln DPW needs and space requirements.

SLPIC has created four teams focusing on specific initiatives related to the goal of creating a vibrant village center:

Planning and Zoning Team - The Town was awarded a grant of \$25,000 Community Compact Grant and a \$15,000 to assist with creating design guidelines and a zoning amendment to encourage a vibrant village center with housing options. The Planning Board anticipates bringing this zoning change to a Special Town Meeting in the Fall of 2018.

MBTA Team - The MBTA Team is focusing on the needs of commuters including ADA accessibility and parking as well as amenities such as signage, shelter, and bicycle racks. The Team has visited other commuter rail stations in the area and anticipates making recommendations to the MBTA.

Wayfinding Team – With a \$75,600 Complete Streets Grant, this Team is working on a wayfinding system that will include signage, informational kiosks, bicycle amenities and pedestrian access circulation improvements.

Placemaking Team - The Placemaking Team is currently working on the revitalization of an underutilized green space located at the rear of Donelan's Market and adjacent to Lincoln Woods. The Team is exploring funding options.

The Planning effort in South Lincoln/Lincoln Station will be supported by public outreach as well as an interactive website **coUrbanize**, where the Planning and Land Use Department and SLPIC will post updates and respond to comments by community members. See the project page at courb.co/lincoln. We encourage all to participate!

ZONING BOARD OF APPEALS

William Churchill, Associate Member
Vinit Patel, Associate Member
Kathleen Shepard
Eric Snyder
David Summer
Joel Freedman, Co-Chair
David Henken, Co-Chair

The Zoning Board of Appeals (ZBA) is a land use Board that interprets and applies the Town's zoning bylaw. It decides on a case by case basis requests for variances, special permits and appeals of decisions of the Building Commissioner, considering the impact on the town and neighborhoods and the requirements of the bylaw and State law.

The Board is seeking 1 volunteer to bring it to a full complement of 8 members.

2017 was a typical year, in terms of number of matters appearing before the Board. The Board held 9 monthly meetings and heard 39 applications for special permits, variances and appeals. The list below represents applications that were considered by the Board in 2017, listed by the date of the initial public hearing.

January 5, 2017

Rinne, Seppo, M/P 170-29-0, 93 Tower Rd., for transfer and renewal of a special permit for an accessory apartment. GRANTED
Briggs, Randall, M/P 113-29-0, 31 Morningside Lane for modification of the original approved special permit for renovations to an existing home. GRANTED

February 2, 2017

Domillici, Nunzio, M/P 124-4-0, 22 Deer Run Rd. for transfer and renewal of a special permit for an accessory apartment. GRANTED
Hedlund, Holly, M/P 113-24-0, 21 Sunnyside Lane for an extension of time on the original special permit. WITHDRAWN

April 13, 2017

Cummings, Brian, M/P 160-44-0, 188 Concord Rd. for renewal of a special permit for an accessory apartment. GRANTED
England, Daniel, M/P 151-25-0, 22 Weston Rd., for renewal of a special permit for an accessory apartment. GRANTED
Cooper, Lisette, M/P 177-13-0, 5 Longmeadow Rd., for a special permit to finish attic and add a hot tub. GRANTED
Chapman, Paul, M/P 179-20-0, 30 Old Sudbury Rd., amendment to a previously granted special permit for interior renovations to carriage house. GRANTED

Oak Ridge Realty Trust/Hedlund,Holly, M/P 113-24-0, 21 Sunnyside Lane, appeal of the issuance of the building permit by abutter. DECISION UPHELD

June 1, 2017

St. Anne's in the Field, M/P 155-3-0, 149 Concord Rd., for a special permit to demolish and reconstruct two existing buildings. GRANTED

Hurd, Kenneth, M/P 144-18-0, 21 Lexington Rd., for an accessory apartment special permit. GRANTED

Builder's Club of Lincoln, M/P 172-33-0, 181 Lincoln Rd., for renewal of a special permit for fraternal club use. GRANTED

Berland, Laura and Wyman, Jonathan, M/P 160-39-0, 15 Hillside Rd., for a special permit to construct a deck. GRANTED

July 6, 2017 Alden, Gail, M/P 155-3-0, 240 Concord Rd., for a special permit to build a detached garage.

GRANTED

Dahmen, Lloyd, M/P 145-29-0, 10 Grasshopper Lane for a special permit to construct a garden shed. GRANTED

Jeha, Daniello, M/P 172-27-0, 170 South Great Rd., for a special permit to sell used cars. WITHDRAWN

Gladstone, Stephen, M/P 165-18-0, 67 Winter St. for a special permit for an accessory apartment. GRANTED

Race, Deborah and LaPlante, James, M/P 159-19-0, 41 South Great Rd., for a special permit for an addition and two car garage. GRANTED

August 3, 2017

McCarthy, Chester, M/P 141-15-0, 102 Concord Rd. for a special permit for a storage shed. GRANTED

Town of Lincoln, Housing Commission, M/P 163-26-0, 75 Tower Rd., for renewal of a special permit for an accessory apartment. GRANTED

September 7, 2017

Renewal of special permits for accessory apartments, GRANTED

Kelly, Erin, and McPherson, Lionel, M/P 167-7-0, 2 Forrester Rd.

Holden, Sarah Cannon, M/P 151-31-0, 60 Weston Rd.

Pickett, Andrew, M/P 177-5-0, 12 Longmeadow Rd.

Greenhill, Kelly, M/P 146-7-0, 12 Page Farm Rd.

Churchill, William, M/P 120-35-0 6 Horses Crossing

Von Mertens, Peter and Angiolillo, Dea, M/P 152-36-0, 16 Tower Rd.

McCart Realty Trust, M/P 162-38-0, 161-3-0, 14-16 and 22-24 Lewis St., for extension of original special permit for expansion and residential use. GRANTED

Pigeon, James and Graver, Elizabeth, M/P 178-5-0, 47 Old Sudbury Rd., for a special permit for alterations. GRANTED

October 5, 2017

Renewal of special permits for accessory apartments, GRANTED

Miller, Natalie, M/P 149-16-0, 107 Old County Rd.

Nohrden, Stephen, M/P 112-3-0, 14 Old Cambridge Turnpike
Bradlee, Sandra, M/P 156-4-0, 259 Old Concord Rd.
DeCesare, Martha, M/P 173-26-0, 244 Concord Rd.
Finnerty, Wendy and Richard, M/P 133-67-0, 7 Old Farm Rd. for a special permit to replace existing carport with garage. GRANTED
Gidlewski, Joshua and Cailin, M/P 163-20-, 54 Tower Rd., for a special permit for an accessory structure/chicken coop. GRANTED
DeNormandie Farm Realty Trust, M/P 150-59-0, 65 Trapelo Rd. for renewal and transfer of special permit for an accessory apartment. GRANTED

November 2, 2017

Donaldson, Jonathan, M/P 144-12-0, 7 Old Lexington Rd. for a special permit for an accessory apartment. WITHDRAWN
Scott, Walter, M/P 119-56-0, 0 Juniper Ridge for a special permit to construct a single family house. WITHDRAWN
Horwitz, Patricia, M/P 168-1-0, 68 Conant Rd., for renewal of a special permit for an accessory apartment. GRANTED
Moritz, Kathy, M/P 132-7-0, 135 Lexington Rd., for renewal of a special permit for an accessory apartment. GRANTED

LINCOLN HISTORICAL COMMISSION (LHC) and HISTORIC DISTRICT COMMISSION (HDC)

Douglas Adams
Christopher Boit
Frank Clark (Alternate – LHC/HDC)
Judith Lawler (Alternate – LHC/HDC)
Andrew Ory
Richard Rundell (HDC only)
Lynn DeLisi (HDC only)
Lucretia Giese (Chair for LHC, Vice-Chair for HDC)
Andrew Glass (Chair for HDC, Vice-Chair for LHC)

The Lincoln Historical Commission is responsible for preservation of all buildings and structures outside the Historic District, reviews requests for demolition under the Demolition Delay By-law, and is responsible for overseeing two houses under Town-held Preservation Restriction Agreements. The Historic District Commission reviews applications for all exterior above-grade changes within the District visible from a public way.

Lincoln Historical Commission

Demolition Approvals:

151 Old Concord Road – more than 25% of roof
144 Sandy Pond Road – house, garage, and 2 garden sheds
100 Bedford Road – detached garage
208 South Great Road – Education Building at Mass. Audubon
100 Bedford Road – 3 additions to main house

Demolition Approvals (after Demolition Plan Review):

(Considered Historically/Architecturally Significant but not Preferably Preserved)
20 Old Concord Road – more than 25% of the roof
149 Concord Road – newer sections of rectory at St. Anne's, retaining historical original house

Demolition Approval (after Invoking 12-Month Delay):

6 Millstone Lane – house (after 5 months of dialog with owners)

LHC 2017 Initiatives

The LHC commissioned an Area Study inventory of the historical DeNormandie Farm properties in Lincoln, which inventory consultant Gretchen Schuler prepared. The Town funded the inventory through the Community Preservation Act. The LHC added the study to the Inventory of Historic Assets of the Commonwealth maintained by the Massachusetts Historical Commission

(MHC). Inventorying is important to the work of both the LHC and HDC because it provides information needed to make appropriate determinations about Lincoln buildings. The MHC supports local historical commissions documenting buildings and structures through inventory projects.

The LHC worked with the School Building Committee in identifying important architectural aspects and design principles of the buildings on the Lincoln School Campus for consideration in the design process of the proposed School project.

LHC On-Going Activity

The LHC made its annual inspection visits to the Flint Homestead and the Wheeler House under the Preservation Restriction Agreements governing each house.

Historic District Commission

Certificates of Appropriateness:

- 2 Sandy Pond Road – temporarily waterproof and stabilize barn
- 3 Bedford Road – reduce number of bollards on Library walkway
- 16 Weston Road – replace front door, 2 basement windows, and footings under front porch
- 20 Trapelo Road – add sleeping cottage
- 49 Bedford Road – replace 15 windows and side door
- 29 Lincoln Road – add overhang on rear door and construct shed
- 38 Lincoln Road – approve changes to a previously approved plan

Certificates of Non-Applicability:

- 48 Bedford Road – replace window
- 68 Baker Bridge Road – repair trellises on east and west sides of Gropius House
- 29 Lincoln Road – add storm door to front door

Preservation Restriction Agreement:

- 61 Bedford Road – approve repointing and sealing of stone foundation in basement of main house
- 61/63 Bedford Road – approve renovations to accessory apartment

HDC 2017 Initiatives

In conjunction with the Friends of Modern Architecture/Lincoln, the HDC worked with owners of 19 Modern houses in various locations on a proposal to add their houses to the Historic District and with owners of 11 Modern houses in Brown's Wood on a proposal to form a new Brown's Wood Historic District for those houses. The Town will vote on the proposals at Town Meeting in March 2018.

The HDC met with the Green Energy Committee (GEC) to discuss the installation of solar panels in the Historic District. The HDC invited the GEC to return with its solar-panel system vendor to present on recent solar-panel system installations in other towns' Historic Districts.

LINCOLN HOUSING COMMISSION

Bijoy Misra
Rakesh Karmacharya
Evan Gorman
Allen Vander Meulen, Chair
Diana Chirita, Vice-Chair

The Housing Commission's Mission

Our mission is to provide housing for people with low or moderate incomes and for others whose needs are not met by the regular housing market. The Lincoln Housing Commission (HC) is responsible for coordinating all facets of the Town's affordable housing program including planning, advocacy, and policymaking. The Housing Commission is also tasked with the administration of the Town's seven rental units.

The Affordable Housing Coalition

Together, the Housing Commission, the Affordable Housing Trust, and the Lincoln Foundation form the Affordable Housing Coalition with a unified mission to facilitate the expansion of affordable housing while preserving the affordable units we currently have on our Subsidized Housing Inventory [SHI].

10% SHI Mandate Status, Risks, and Projections

At this time, Lincoln meets the Commonwealth's requirement to allocate 10% of its housing as affordable (i.e., counted as part of Lincoln's SHI). The SHI is a critical statistic: if it were to fall below 10%, developers are allowed by State Law (Chapter 40B) to build high density developments that include affordable housing, overruling local zoning laws. Towns typically have little recourse if a 40B developer chooses to ignore our local concerns and goals.

Lincoln has included Affordable Housing in its' planning and land use since the 1960's; and currently has 238 Units in its SHI. Two units have been added since 2010. Lincoln needs to add 10 or more new units per decade to keep pace with new development.

Our best estimates indicate that at the next Federal Census in 2020, Lincoln's SHI inventory will be 9 units short of the number of units needed to maintain a 10% SHI and so avoid the challenges and controversies we have seen in several of our neighboring communities.

Meeting our Goals for 2020

In the last several years, the Housing Coalition has explored a number of possible programs and sites to create new affordable housing. All of these projects proved too costly or unfeasible for one reason or another. Therefore,

we chose to concentrate our efforts on implementing the Affordable Accessory Apartment [AAA] program, which was approved at Town Meeting last year. This program is intended to make it possible, and more financially feasible, for local homeowners to convert existing accessory apartments (or create new ones) that meet State requirements for inclusion as part of Lincoln's SHI. Once the Massachusetts Legislature approves the Property Tax Exemption, we will launch the AAA program.

In the past year the Board of Selects, in recognition of the importance of facilitating and speeding the creation of more Affordable Housing in Lincoln, has created the "Housing Options Working Group" [HOW Group], which is intended to function as a first point of contact for developers: to encourage the creation of Affordable Housing, and to facilitate their navigation of the many boards, committees, commissions (and town meeting votes) that are necessary for such projects here in Lincoln. HC member Bijoy Misra, Vice-chair Diana Chirita, and Housing Consultant Pam Gallup are all active in the HOW Group.

South Lincoln Planning Implementation Committee

In December 2016 the Planning Board invited the Housing Commission to participate in the new South Lincoln Planning Implementation Committee (SLPIC), which is tasked with initiating and gathering the resources necessary for projects investing in the community, particularly Lincoln Station and South Lincoln, to make our community a more vibrant attractive place for residents & visitors. Chair Allen Vander Meulen represents the HC on SLPIC.

Changes in Membership

All three elected positions on the HC became vacant in the first half of this year. The other two positions (filled by Allen Vander Meulen and Diana Chirita) are appointed, expiring in 2020 and 2019 (respectively).

In March Rakesh Karmacharya was elected to replace Linda Conrad for the last year of her term; and in June Evan Gorman and Bijoy Misra were appointed to fill the vacancies created by Peter Georgiou's and Sharon Antia's departures. This fall, Mary Sheldon, our nonvoting liaison from the Council on Aging also resigned. Peter, Linda, Sharon and Mary were all valuable contributors to the Commission's work, and we wish them well in their future endeavors.

Appointments to elected positions are valid only until the next election. As a result, all three elected HC positions are open again for this spring's election. Evan and Bijoy are running to remain on the Housing Commission, and Rakesh has chosen not to run again. We appreciate Rakesh's efforts and presence on the Commission this year and wish him well in his future endeavors.

At this point, and in consultation with the Council on Aging, Mary Sheldon's nonvoting liaison position has not been filled. The COA has suggested that it

would make more sense for the Housing Commission to send a liaison to the COA instead. We are considering this proposal.

Contributions of Town Employees and Consultants

The Affordable Housing Commission could not manage without the administrative assistance of Elaine Carroll, the facilities management expertise and efforts of Gerald O'Doherty and Michael Haines, the housing consultant services of Pam Gallup, the guidance of Katherine M. O'Donnell on legal matters, and Mary Day's assistance in navigating requests for proposals. They have all made valuable contributions this year, and their help is deeply appreciated. Also special thanks to Renel Fredriksen, who briefly returned to the Housing Commission this spring following her retirement from the Board of Selects. Her presence and experience were a great help.

CONSERVATION COMMISSION

Larry Buell
Ronald Chester
Christine Dugan
James Henderson
Ari Kurtz
Richard Selden
Peter von Mertens, co-Chair

This year we welcomed Larry Buell to the Commission. Our Conservation Planner, Angela Kearney, and our Land Manager, Dave McKinnon, moved on to other opportunities. We thank them for their years of service. We are pleased to have new employees; Jennifer Curtin is our Conservation Assistant, Tim Beliveau is our Land Manager, and Stacy Carter is our Land Steward. Our Ranger, Jane Layton, and our Director, Tom Gumbart, remain on staff. We also appreciate and thank the many volunteers who helped us throughout the year.

A fully revised and updated Open Space and Recreation Plan was completed and accepted by EOEEA's Division of Conservation Services. Angela Kearney spearheaded this effort, along with a dedicated OSRP Committee. The Committee focused on 4 areas: conservation, recreation, agriculture, and cemetery. We heard from residents that they desire multi-use trails, better connectivity, and enhanced marking and wayfinding; for both recreation and commuting. This is an area where we will make improvements and discussions are underway regarding bicycling on our trail system. The Complete Streets grant from the State will help in our efforts and two roadside path extensions on conservation land were approved, Lee's Bridge to the Overflow Lot and at Baker Bridge North where the path will be extended towards Walden Pond.

The Wang Property Project came to fruition this past year. Although there is still work to be done, the land was acquired, the athletic field installation is underway, and approximately 9 acres of land will become conservation land. This project brought together a variety of stakeholders: the Rural Land Foundation, the Lincoln Land Conservation Trust (LLCT), the Birches School, the Parks & Recreation Department, and the Conservation Commission. Another conservation acquisition was the 4.3 acre Dean Property located in the SE corner of Town. This wetland parcel directly abuts a large network of conservation land owned by the Town, the LLCT, and the City of Cambridge. We are also close to preserving 5 acres of wetlands on Tower Road that abuts LLCT land. These last two projects are made possible by our Conservation Fund that is supported by the Community Preservation Committee with CPC funds approved by annual TM.

The Commission continued its 20 year association with the River Stewardship Council (RSC) of the Sudbury, Assabet, and Concord Wild and Scenic River. The RSC works to preserve and improve river resources. Its significant work in 2017 included funding a scientific study of pond mussel populations in the Sudbury River, classroom programs and river field trips for area schools by the MA Audubon Society, supporting water quality sampling in the SuAsCo rivers, and sponsoring RiverFest activities in and around Fairhaven Bay. We also support the Leafblower Committee in their efforts to reduce noise and air pollution caused by fossil-fueled landscaping equipment.

Participation continued with the Solar PV Working Group to get a solar installed at the landfill site. Due diligence was done to obtain local and state votes to allow for this solar development. However, there is no current agreement with a provider and the uncertainties regarding the industry and incentive programs have hindered progress. We continue to advocate for solar to be incorporated into the school project and elsewhere, such as at the deCordova parking lot.

One of the most important roles of the Commission and staff is to provide ecologically-sound stewardship of Lincoln's trails, fields, and woodlands to accommodate an array of uses. Therefore we need to ensure that resources are available to provide such appropriate land care. Fortunately some of the Commissioners generously donate their project management and technical skills, physical labor, and equipment to help complete many of our major projects. Without this kind of direct support our staff and budget will fall short in keeping pace with the land management issues that exist on our substantial acreage.

Along with our regular work, such as trail maintenance and field mowing, we took on some larger projects. Two wooden bridges were completely reconstructed along the Old Brooks Road carpath at the north end of Flint's Pond. Significant field edge clearing was done at the Smith-Andover Meadow, Upper Browning, Lower Pumphouse Field, and Farm Meadow. Hopefully you noticed that many of our conservation land signs were replaced with new ones made by Jane Layton. The Commission is also developing a memorial bench policy to guide decisions on when to accept offers and how benches should be constructed and installed.

We continue with our commitment to maintaining Lincoln's agricultural heritage and to improving soil quality. There are now 15 farms licensing 200 acres of conservation land, each with its own unique program: Blue Heron Organic Farm, Breton Meadow Farm, Codman Community Farms, Cupp & Sons, Down to Earth Farm, The Food Project, Lindentree Farm, Matlock (Flint's) Farm, Plough & Stars Project, Raja Farm, Red Rail Farm, Sweet Spirit Alpacas, Trim Orchard, Turtle Creek Winery, and Verrill Farm.

The Commission administers both state and local Wetlands Protection laws to make sure projects do not adversely affect wetland and buffer zone resources. If you are contemplating work that may affect land or plants in or near wetlands, please check with the Conservation Department so we can help you start your project with a properly planned approach. The Commission also started work on a policy on aquatic herbicides due to human health concerns.

AGRICULTURAL COMMISSION

Nancy Bergen
Lynne Bower
Heather Korostoff Murray, Alternate
Stacy Osur, Alternate
Ellen Raja
Karen Seo
Ari Kurtz, Co-Chair
Louise Bergeron, Co-Chair

Amendment to Lincoln's Agriculture-related zoning bylaws - In 2016, the Agricultural Commission worked to amend the town's bylaws to improve support for agriculture by meeting with town administration and other boards and commissions and gathering citizen input at the 2016 Town Meeting. At Town Meeting on March 25, 2017, the Town of Lincoln passed an amendment to the Bylaw at to allow the raising and selling of livestock, the sale of animal products and the operation of commercial greenhouse, generating sales of up to five thousand dollars per acre per year, on parcels between 80,000 square feet and five acres.

Discussion with Drumlin Farm representative - On Nov 8th 2017, The Agricultural Commission invited Tia Pinney, Naturalist, Adult Program & Ecological Management Coordinator, Drumlin Farm Wildlife Sanctuary for a discussion on management of wildlife on agriculture land. The following subjects were discussed: The management of deer on conservation and agricultural land and the management of agricultural lands to assure the preservation of bobolink nesting sites.

A Farming Community in Lincoln brochure - This brochure originally published by the Agricultural Commission in June of 2013, was revised and updated in 2016 and reviewed and re-published in 2017. It has been distributed to key public locations in Lincoln

Lincoln Agricultural Commission on Instagram - In November 2017, the Agricultural Commission launched an Instagram account, @FarmLincoln, to inform followers of agricultural events and

opportunities in Lincoln and the environs, and to support local farms and farming organizations, including information such as Lincoln Farmers Market dates and hours; Codman Farm events; The Food Project employment/internship opportunities; farm stand locations; CSA openings and deadlines; local and statewide talks and workshops; growing tips and information; recipes, etc.

Participation in the 4th of July Parade - The Lincoln Agricultural Commission participated in the Lincoln 4th of July parade with a display designed to promote farming.

Beth Taylor - The Agricultural Commission would like to express their deepest sympathy on the passing of Beth Taylor. Beth had been a vital part of Lincoln's agricultural heritage and a member of this commission since onset. She is sorely missed.

Lincoln's Right to Farm Bylaw - The Town of Lincoln passed a Right to Farm Bylaw at Town Meeting on March 26, 2011. The public notice for the Right to Farm Bylaw is published below for new residents.

"It is the policy of the Town of Lincoln to conserve, protect and encourage the maintenance and improvement of agriculture land for the production of food and agricultural products, and also for its natural and ecological value. This disclosure notification is to inform buyers and occupants that the property they are about to acquire or occupy lies within a town where farming activities occur. Such farming activities may include, but are not limited to, activities that cause noise, dust, and odors. Buyers or occupants are also informed that the location of property within the Town maybe impacted by commercial agricultural operations including the ability to access water services for agricultural use under certain circumstances."

GREEN ENERGY COMMITTEE

Sue Klem
Edmund Lang
David O'Neil
Jonathan Soo
Jennifer Haugh
Jim Hutchinson
Mary Day Ex-officio
John Snell, Chair

The Green Energy Committee (GEC) celebrated its tenth anniversary this year. Established by the Selectmen in 2007, GEC serves as the Town's primary resource to identify technologies, initiatives, and resources to reduce Lincoln's consumption of fossil fuels. Our committee members include residents with specific interests and/or professional skills who can support Town staff and advocate for municipal and town-wide fossil fuel reduction opportunities.

In our annual update to the Selectmen, we identified seven recommendations for the Board's consideration. They included:

- Support high efficiency design standards for any potential school building project
- Install solar PV on the Landfill and Public Safety Building
- Bring a vote to Town Meeting in support of the State's greenhouse gas emission targets
- Investigate a 100% renewable municipal aggregation procurement
- Support GEC's residential initiatives
- Install high efficiency heat pump technology for the Library
- Invest in electric hybrid conversion options for DPW and School vehicles

Each of these recommendations is in varying stages of investigation or completion. If fossil fuel reduction was easy, Lincoln would be carbon-free by now.

We have worked on high efficiency design standards for the school building project, solar PV installations at the landfill and Public Safety Building, and a potential heat pump installation at the library. Each of these projects has numerous associated moving pieces that Town staff, GEC and other committees, and technical support resources need to continue to address.

This year our residential initiatives have touched residents who have signed up for energy audits (about 240), or have installed solar PV and/or solar hot water systems (about 20), high efficiency heat pump systems, or wood-fired boilers at bulk pricing and pre-negotiated contract agreements.

We have a community choice electricity program on the Town Warrant designed to allow the entire town to purchase electricity on behalf of all of Lincoln's electricity customers. Customers will be able to opt out of the program if they prefer to stay with Eversource electricity. The generic agreement will be more consumer friendly than most offers that we receive in the mail. It could also provide a higher percentage of renewable energy than the standard offer from Eversource.

We will continue to work on proposals to reduce greenhouse gas emissions and to add high efficiency vehicle retrofits and purchases that will go before future town meetings.

LIBRARY, RECREATION AND SCHOOLS

TRUSTEES OF THE LINCOLN PUBLIC LIBRARY

| | | <u>Term Expires</u> |
|-------------------------|------------------------------|---------------------|
| Jacquelin Apsler, Chair | Selectmen's Appointee | 2020 |
| Ron Chester | Self-Perpetuating | |
| Martin Dermady | School Committees' Appointee | 2019 |
| Jen James | Elected | 2019 |
| Kathleen P. Nichols | Self-Perpetuating | |
| Peter Sugar | Self-Perpetuating | |

Statistics

Use of the library is expanding overall. The number of items checked out and the number of patron visits decreased slightly. The number of programs offered, attendance at those programs increased. There were significant increases in remote use of the library by patrons including website visits, and downloading eBooks, eAudios, and eVideos.

| | FY2016 | FY2017 | % Increase |
|---------------------|---------------|---------------|-------------------|
| Total Circulation | 162,768 | 157,220 | -3.41% |
| Digital Circulation | 8,468 | 12,694 | +49.91% |
| HAFB Circulation | 4,169 | 3,375 | -19.05% |
| Reference Questions | 11,175 | 11,218 | +0.38% |
| Programs | 476* | 651 | +36.76% |
| Program Attendance | 8,193* | 12,170 | +48.54% |
| Patron Visits | 88,071 | 87,894 | -0.20% |
| Website Visits | 65,144 | 134,562** | +106.56% |

* Some data was lost during a conversion

** New website launched in December 2016

Programming Highlights

The library opened for the first time for half a day on Saturdays in July. To encourage people to visit the library the Children's Department gave storytimes and refreshments on Saturday mornings.

We have three book groups for adults and three book groups for kids. There are also programs for people with diverse artistic talents (Photoshare, Traditional Jazz Jams, Lincoln Open Mike Acoustic, and The Write Stuff). A new knitting group and the Lincoln Film Society meet every week.

Lincoln residents, Jason and Jessica Packineau discussed the protest at the Standing Rock Indian Reservation in North Dakota and South Dakota. This program was part of a statewide read to celebrate the Bicentennial of Henry

David Thoreau's birth. Jeffrey Cramer, Curator from the Walden Woods Project, read a passage from Thoreau's work, Civil Disobedience, and participated in the discussion. A new and popular outing was a bus trip to the Peabody Essex Museum to see their exhibit about the history of shoes from the reign of Queen Victoria through the 20th century. The Friends of the Library paid for the bus. Prior to the trip, RISD fashion historian, Karen Antonowicz, gave a lecture about the history of shoes. Ellen Mecray, NOAA Regional Administrator, presented data showing how the climate is changing. During the summer we had two outdoor concerts. Lauren Passarelli, master guitarist, songwriter and Berklee College of Music's Beatles Professor, sang Beatles songs. The Pan Loco Steel Band gave a steel drum concert. Lincoln resident, Gwyn Loud, gave an informal talk on the basics of bird identification on the terrace off of the Link.

The Children's Department offers three weekly preschool storytimes. Monthly events included: Sing-Along with Ed Morgan, Kids Lego Club, and Wednesday Afternoon Matinee. STEAM programs were offered for the first time including, Mad Science Brixology, Lego Robotic Demonstration, What Makes Planes Fly, Building a Bubble-Rocket, and Coding with Minecraft.

For an afternoon during April vacation the second floor of the library was transformed into a mini golf course. The course had hills, jumps, bumps, twists, and loops. 454 kids took part in our 2017 Summer Reading Program. 35 of these kids who were entering grades four through seven and completed the Summer Reading Challenge attended the Great Summer Sleepover.

New Materials

We added digital magazines (through RB Digital) and Transparent Language to the library's eSources. Transparent Language has extensive courses for over 100 languages. WiFi hotspots, an external floppy disk drive, and a machine that converts audio cassettes to MP3 files were added to our Library of Things.

Grants

The Trustees of the Ogden Codman Trust approved the library's request for \$8,100 which will pay half of the cost to install a hearing loop in the Tarbell Room. State Aid funds will pay the other half of the project cost. Hearing loops work with hearing aids equipped with telecoils. When the telecoils are turned on, sound is transmitted directly from the hearing loop to hearing aids and background noise is eliminated.

An anonymous donor made a \$250,000 gift to The Boston Foundation to establish the Lincoln MA Public Library Large Print Endowment Fund. The yearly distributions from this fund will allow the library to purchase more materials for people with low vision than we purchase now.

Building and Grounds

A handicapped accessible ramp was installed next to the steepest section of the sidewalk along Library Lane.

LINCOLN TOWN ARCHIVES

Susan F. Brooks, Town Clerk, Co-Director
Barbara Myles, Library Director, Co-Director
Marie Wasnock, Archivist

Accomplishments

Reference and Research

- The Archivist and Reference Librarians answered 57 local history and genealogy inquiries in person, by phone, and by email. They retrieved archival material from the vault for researchers to study.

Collections and Access

- Archivist Marie Wasnock has created a new Lincoln Town Archives website on Omeka, a web-publishing platform for the display of library, museum, archives, and scholarly collections and exhibitions. The site currently features selected photographs, documents, and other historical items from the Archives, as well as an exhibit about the history of the Lincoln Library. <https://lincolntownarchives.omeka.net/>
- Ms. Wasnock has also continued the development of a Public Records Inventory of all permanent public records housed in the Town Hall Vault. This has been beneficial in helping town departments search for and find records essential to town business. It has also enabled readier and more thorough responses to Public Records Requests made pursuant to Massachusetts law.

Preservation

- The Community Preservation Committee approved funding for the conservation treatment and scanning of some of our most valuable, fragile, and frequently accessed items. Conservation and preservation treatment has been completed by the Northeast Document Conservation Center (NEDCC). Among the collections treated this year were:
 - Poll & Estate Tax Assessments, 1861, 1863, 1864, 1866
 - Lincoln School Records, selected documents from the 19th century
- An appropriation was also made for the preservation of the Sophia Adams Family Register needlepoint tapestry. It depicts a portion of the Adams family tree and was made in Lincoln by 13-year-old Sophia Adams in 1824.

It was donated to us in 2015 by Lincoln resident Cynthia Williams. It will receive conservation work this year to ensure its long-term preservation.

Special Projects & Features

- This Fall we were contacted by an archival consultant on behalf of the Town of Marblehead to answer questions about the formation and development of the Lincoln Town Archives. In October, Marblehead's Town Administrator, Town Clerk, and representatives from the Marblehead Historical Commission, Museum, and Historical Society visited us to gain a better understanding of how the unique partnership between the Library and the Office of the Town Clerk that initiated the Lincoln Town Archives came to be and how it continues to function as the Archives enters its tenth year under their joint management. Lincoln's Town Archives program is among the first in Massachusetts to establish this interdepartmental and common sense partnership between the Library and the Office of the Town Clerk, incorporating private historical collections and the town's public records.
- As we launched our new Omeka website displaying archival materials, we consulted with Peter Hirtle, Senior Policy Advisor to the Cornell University Library with a special mandate to address intellectual property issues, to learn more about copyright law.

Donations

The Lincoln Town Archives would like to thank the kind donors who have entrusted valuable documents and objects in our care.

- Conrad (Rob) Todd – Lincoln Mohawks Baseball, Paul Revere League, Championship trophies, 1932, 1947, 1950.
- Craig Donaldson – Selected Donaldson family papers, and papers related to Robert Loud's presentation on houses and structures built by R.D. Donaldson.
- Margaret Flint – Maps and plans of Lincoln and Concord, including Lincoln cemetery maps.
- Lucretia Giese – "Thirty-Five Years of Building: 1895-1930, Directory of Houses built by Robert D. Donaldson."
- Melinda Abraham – Bemis Lecture Series flyers and programs.
- Robert Loud – Notes and slides from his presentations about R.D. Donaldson houses.

PARKS AND RECREATION COMMITTEE

Douglas Carson
Patty Donahue
Chris Fasciano, Chair
Margit Griffith
Ginger Reiner
John MacLachlan

OUR MISSION - The Lincoln Parks and Recreation Committee supports the Parks and Recreation Department (PRD) in providing affordable and diverse leisure opportunities, community-based special events and safe recreational facilities to enhance the quality of life for Lincoln residents of all ages. The Committee sets policy and oversees all facets of the department including: community programs and special events, athletic fields, tennis courts, playgrounds, public parks, the Codman Pool, and the Lincoln Summer Camp; as well as strategic facility planning and development.

PROGRAMMING INFORMATION - During the school year we offer a wide variety of children's programs, special events, trips, sports and adult education classes. All Lincoln residents are encouraged to participate. A full list of program and facility information, as well as online registration is available at www.LincolnRec.com.

In 2017 PRD provided over 125 programs to 1,388 different individuals ranging in age from 14 months to 88 years and enrolled over 3,859 participants in our activities with many additional residents being served through our public events. Preschool age programming accounted for 8% of enrollment, school age programming accounted for 60% of enrollment, adult programming accounted for 25% of enrollment, and programs for all ages accounted for 7% of enrollment, excluding our large public events. We'd like to acknowledge the hard work of our staff and instructors who make these programs so successful.

Under the umbrella of our Events Subcommittee, we oversee annual town-wide events including Patriots Day, Memorial Day, July 4th, the Summer Concert Series, and Winter Carnival. These large events could not happen without the support of the Lincoln Minute Men, the Girl and Boy Scouts, Public Safety, Public Works and our sponsoring businesses. And a special thank you to all our volunteers for a job very well-done!

In addition to this work, we participate in a number of town committees including the Community Center Preliminary Planning and Design Committee, the School Building Committee, Community Preservation Committee, the Cycling Safety Advisory Committee, the Leaf Blower Study Committee, the PMC Kids Ride, the School Health Advisory Council and the Lincoln School Safety Committee.

OFFICE INFORMATION - The Parks and Recreation Office is located in the Hartwell A Pod on Ballfield Road. We would like to thank the Lincoln Public Schools for their continued support by providing office and programming space. The office is generally open 8:30am - 4:30pm, but we recommend calling (781-259-0784) before you come by as our staff may be out supporting programs.

FACILITY INFORMATION - PRD maintains the town's athletic fields and baseball diamonds for the benefit of the public schools, sports leagues and community programs. Lincoln fields suffer because they do not have a season of rest, are not irrigated or treated for pests. We rely on annual cycles of slice seeding, aerating, and lime/natural fertilizer applications. We would like to thank Lincoln Youth Soccer and Lincoln/Sudbury Youth Baseball, for their contributions to this work.

COMMITTEE MEMBERSHIP – The Parks and Recreation Committee was fortunate to have a very stable membership throughout 2017. This allowed the committee to develop smooth operating procedures and provided time for members to dig into issues such as program pricing and financial assistance policies, which should help improve program quality in the future.

OTHER INITIATIVES – *This year the department has created two significant recreational amenities to the town:*

The WANG ATHLETIC FIELD at 100 Bedford Road was installed in fall 2017, and will spend the next 12 months growing grass for use in spring 2019! This is the Town's first new parcel of recreational land in over 50 years! We are very grateful for the support of the Rural Land Foundation/Lincoln Land Conservation Trust, Birches School (who are our new neighbors on the property), the Community Preservation Committee, the Conservation Commission, Lincoln Youth Soccer, the many private donors and the voters at Town Meeting 2017!

The MULTISPORT COURT on the Ballfield Road Campus was installed in summer 2017. It is a lighted, full-sized court that is able to host a variety of activities including basketball, tennis, volleyball, floor hockey, pickle ball, and badminton. It is available year round until 10pm at night!

For the second year in a row, the LINCOLN SUMMER CAMP benefitted greatly from the inclusion of over 35 Boston families. This opportunity was provided with the assistance of the METCO Coordinating Committee, METCO, Inc., the Lincoln Public Schools and the Ogden Codman Trust.

Lastly, the committee is excited to support the work being done by both the COMMUNITY CENTER PRELIMINARY PLANNING AND DESIGN

COMMITTEE and the SCHOOL BUILDING COMMITTEE as they develop projects to enhance the core values of our community here on Ballfield Road.

Parks and Recreation programming is a wonderful component of the Lincoln community and we thank you for your support. We are always looking for new ways to meet the changing needs and interests of the community and welcome any suggestions and ideas.

PIERCE PROPERTY COMMITTEE

Anne Crosby
Jean Horne
Lucia MacMahon
Pam Weismann
Terry Green, Chair
Nancy Beach, Pierce House Manager

“Our mission is to be stewards of this historic property so that residents of Lincoln, neighbors and guests may continue to use the Pierce House as a venue to gather and celebrate in keeping with the spirit of John H. Pierce’s gift to the Town of Lincoln.”

In 2017, Pierce House provided a memorable setting for Lincolniters to celebrate milestones in their lives: weddings, anniversaries, retirements, reunions, baby showers, and memorial services to name just a few.

There were 80 Town Events held at the Pierce House in 2017, in addition to the 59 fully paid functions (mostly weddings). As in years past, our Saturday night bookings were solid from May through early November. We extended the dismantling of the rented tent until after Thanksgiving to accommodate a Linen Sale for five days and an after Thanksgiving Open House.

We welcomed Nancy Beach on February 1, 2017 as the new manager of the Pierce House. She comes to us with over 30 years of experience in the event planning industry, having worked on world-wide events for major corporations. Nancy started her career in the wedding planning business and has successfully integrated her event planning and management skills into the Pierce House this year. The Committee would like to thank Nancy for a successful first year as Manager and for the care she has brought in stewardship to this historic house.

During the off season (January through April), working with Town Finance and the Assistant Town Administrator, we took time to update the accounting and event management operating systems to track, record and improve communications and fiscal accounting.

Pierce House operates on a tight budget and relies on the revenue that is generated primarily from the summer wedding events which allows us to host Lincoln residents and organizations in the house. Rental rates were increased 10-15% beginning January 1, 2018 to better meet the revenue needed to support the house and to be in line with similar venues. As in the past, Lincoln residents will continue to receive a discounted rental rate.

In other business, the Committee would like to thank Virginia Rundell for all of her work, especially chairing the Committee for the past two years. We will miss the care and dedication she brought to the Pierce House. In April, Pam Weismann was appointed by the Board of Selectman to fill an empty seat on the committee and Terry Green was appointed by the Board of Selectman as chairperson in October.

Much of the work of the Pierce House Committee involves the routine matters regarding house maintenance as well as the issues associated with operating an historic venue. Over the past year, we completed needed refurbishments to the House, including updates to the caretaker's apartment, replacement of rotted porches, spindles and columns, and painting the outside of the house. The Committee would like to thank Michael Haines, the Town Facilities Manager, for all his work in maintaining the historic house and his help in securing CPA funding for many of our projects this year. The Committee also spent time working with Michael Haines to assess the House's short and long-term maintenance/repair needs and to prepare a proposal for CapCom/CPC funding for next year. The house is really shining due to his thoughtful overseeing of needed maintenance.

The 2018 New Year's Day Open House at the Pierce House was a success with nearly 300 people in attendance. It was the 18th continuous year the town party has been held. The Committee would like to thank our generous donors, Celebrations Committee, Rural Land Foundation, Police & Fire Association, the Lincoln Family Association, private donors and town officials, and the volunteers who made the party such a success. We could not have done it without you.

LINCOLN CULTURAL COUNCIL

Julie Dobrow, Chair
Nancy Thompson, Treasurer
Patrick Greene, Secretary
Melinda Bruno-Smith
Meg Ramsey
Renata Pomponi

All members of the Lincoln Cultural Council (LCC) are volunteers and are appointed by the Selectmen. We do not receive funding from the Town of Lincoln. We are entrusted with distributing monies received from the Commonwealth of Massachusetts, in accordance with their guidelines and requirements, which include the support of the arts, interpretive sciences, and humanities.

For fiscal year 2017, the LCC received \$4400 from the Massachusetts Cultural Council (MCC). In addition to the annual allocation from the MCC, the LCC has a small gift account available for use in support of its mission. The LCC does not derive any of its funding directly from the Town of Lincoln.

Each year the LCC provides funding to support a variety of programs **which will benefit the residents of Lincoln, and bases its decisions on community input and identified priorities of various constituents. Based on the last community input survey we conducted,** we determined our main areas of focus going forward to be projects that serve families or the elderly, projects that focus on local history, environmental issues and the natural world, or performances of different sorts. **The LCC will be doing another community input survey in 2018.**

For fiscal 2017 we received 11 applications and funded 8 projects. The funded projects were:

- Lincoln Council on Aging (Tufts Amalgamates concert)
- Lincoln Public Schools (“Uncovering our Roots” field trips)
- DeCordova Museum (art and science dialogue)
- Drumlin Farm (sustainable garden signage)
- Friends of Modern Architecture (oral history project)
- L-S Math Department (art/math project)
- Concord Chorus (Mass in B Minor lecture series)

- Concord Women's Chorus ("Fountain in a Wood" concert)

Not all of these projects were funded in full (many organizations ask the LCC for part of the funding they are seeking).

We strongly encourage and look favorably upon projects that involve several Lincoln organizations.

We welcome those involved in the arts, interpretive sciences, and humanities to consider applying for funding through the MCC/LCC grant program. Additional information is available at www.mass-culture.org/lcc_menu.aspx. Please note that beginning in 2016, all applications must be submitted electronically.

We strongly encourage anyone interested in supporting and promoting cultural events in Lincoln to volunteer to serve as a member of the LCC.

Apply today! <http://www.lincolntown.org/index.aspx?NID=327>

SCHOOL COMMITTEE, LINCOLN PUBLIC SCHOOLS

Peter Borden, Vice Chairperson
Tara Mitchell
Jena Salon
Al Schmertzler
Simone Johnson, METCO Representative
Laurel Wironen, Hanscom School Liaison Specialist
Tim Christenfeld, Chairperson

Strategic Objectives:

Educator Growth and Innovation – Educators demonstrate continual growth, professional collaboration, innovation, and risk-taking built on a shared vision of effective teaching

Curriculum – Curriculum is engaging, provides high cognitive demand, and supports the creative, social and emotional development, and academic growth of all students

Instruction – Instruction is student centered and focused on the engagement, achievement, and social and emotional development of all learners

Assessment and Data – Assessments and data are used in purposeful, meaningful ways to effectively promote and monitor growth

The complete District Strategic Plan can be accessed at <http://www.lincnet.org/Page/3503>

To meet our Strategic Objectives, the district is providing faculty with support and resources to work collaboratively to develop curriculum and instructional approaches that engage and positively challenge students as learners. Through the budget process, funds have been allocated to partner with the Lincoln School Foundation to encourage and support educator risk taking and innovation. As a result, we are seeing increased inter-disciplinary learning and co-teaching, effective methods of differentiating instruction to meet individual student needs, and greater focus on student learning outcomes.

District Enrollment 2017 – 2018

The official enrollment date for all schools in the Commonwealth is October 1, and all state reporting is based upon October 1 enrollment numbers. As of October 1, 2017, the Lincoln Public Schools total enrollment pre-K – 8 was 1,221 students. Enrollment on the Lincoln campus was 597, including 53 pre-K students, 292 students in the Lincoln School grades K - 4, and 252 students in the Lincoln School grades 5 - 8. Enrollment on the Hanscom campus was 624, including 56 pre-K students, 286 students at Hanscom Primary School grades K - 3, and 282 students at Hanscom Middle School grades 4 - 8. Included in these

totals, the district has 25 students in Out-of-District placements and 3 students in our CASE classroom.

School Building Projects

The School Committee and school administration continue to develop plans to ensure that the school district and Town of Lincoln provide school facilities that meet the needs of our student population and provide learning environments that support teaching and learning for the present and the future.

Lincoln School – At Town Meeting in March 2017, the Town Meeting attendees voted to reallocate feasibility funds for an MSBA project to be used for a Lincoln funded feasibility study following multiple applications to the MSBA that were denied. A School Building Committee (SBC) was established and began work in spring 2017 that resulted in the hiring of SMMA/Ewing Cole architects and Daedulus Projects Inc. as the Owner’s Project Manager. All information related to the Lincoln School Project can be found at <https://lincolnsbc.org/>.

Following a year of project development and community outreach, the SBC and School Committee will present design options to the community at a Special Town Meeting on June 9, 2018. The option selected by vote of Lincoln residents on June 9th will be further developed and presented to the Town for bonding at a Special Town Meeting in November, 2018.

Lincoln School Project Educational Program Guiding Principles

- Create Engaging and Inspiring Learning Spaces
 - Foster 21st Century Learning Skills
 - Facilitate Communication and Collaboration
 - Optimize connection to the Natural Environment
 - Accommodate Historic Enrollment Range & Plan for Long-term Flexibility
 - Integrate Pre-K into the Lincoln School

Lincoln School Project Community Guiding Principles:

- Campus Feel – Maintain or enhance the connection with the outdoors and other parts of the campus.
- Community Spaces – Enhance and/or add spaces shared with the community such as the auditorium, a dining commons, and gymnasiums.
- Sustainability – Provide a sustainable, energy efficient, and healthy building.
- Financial Responsibility – Provide a long-term, financially responsible solution.

Hanscom Primary School (HPS) – The Hanscom Primary School construction project is underway with an anticipated move in date of August 2019. When completed, the Hanscom Primary School and Hanscom Middle School will create a combined preK – 8 school building on the site of the former Hanscom schools.

Hanscom Middle School (HMS) – In partnership with the Department of Defense, the newly constructed Hanscom Middle School opened in April of 2016. We continue to see the positive impact that a new building designed for the 21st Century can have on teaching and learning. Teachers and students are fully utilizing the collaborative teaching spaces, are engaging in creative, innovative work in the maker spaces, and are demonstrating high levels of cognitive engagement. <https://www.lincnet.org/Page/4666>

LINCOLN SUDBURY REGIONAL HIGH SCHOOL

Kevin Matthews, Sudbury, Chair
Gerald Quirk, Sudbury, Vice-Chair
Radha Gargeya, Sudbury
Craig Gruber, Sudbury
Nancy Marshall, Lincoln
Patty Mostue, Lincoln
Bella Wong, Superintendent/Principal

2017 Superintendent's Report

The High School's core values emphasize cooperative and caring relationships, respect for differences, pursuing academic excellence, and cultivating community. Our school culture strives to personalize education for all students in order to enhance achievement by building on individual talents and creating an educational environment where students want to learn and discover their passions. Our teachers develop engaging courses, foster strong connections with students, and produce well-rounded engaging courses to prepare graduates for the best colleges and other post-graduate endeavors. We are mindful of preparing students for entry into a fast-changing global environment.

In 2017, we welcomed Art Reilly to the administrative team as Director of Athletics and Activities and Sandra Walters, METCO Director, along with the hiring of 13 new faculty members. Our October 1, 2017, enrollment totaled 1,585 students overall with 1,529 enrolled in school and 56 students in out-of-district placements. Included in this total are 91 students from Boston attending via the METCO Program. Class size medians range from 21-24 for "core academic" classes, which means that many of our students are in classes larger than 24.

Along with our two "feeder" districts, the Lincoln and Sudbury Public Schools, the High School continues to receive students from Boston. The Metropolitan Council for Educational Opportunity, Inc. (METCO) program was established to provide the opportunity for children from racially imbalanced schools in Boston and children from relatively isolated suburban schools to learn together in an integrated public school setting. We share a METCO Director with Sudbury Public Schools.

Over the summer the Tech Team and the AV Department upgraded and replaced the digital signage throughout the school. The displays allow the school to better deliver information in a continuous and paperless manner as well as show off impressive student work. Technology resources continued to grow again for this current school year. L-S is now in our third year using Google G-Suite (formerly Google Apps for Education), and it has allowed for an

impressive amount of collaboration between all staff as well as new ways to stay connected with the students. Continuing education is provided throughout the year for all staff members and those skills are then applied to the classroom (and *Classroom*, for those familiar with that G-Suite app!). Thanks to the successful adoption of G-Suite the Tech Team was able to work with the Librarians to begin a program where students can check out a Chromebook for the day just like they would a book. This has been met warmly and helps get technology into the hands of any of our students.

The Solar Canopy Project, completed in May 2015, continues to lead to energy benefits for the district. Along with additional energy conservation projects such as replacing lamps with L.E.D. technology in the Auditorium, Black Box and other areas throughout the building, our energy consumption and maintenance costs continue to be reduced. We were able to level fund our utility budget once more for the current year.

The LS School Committee and the Teachers' Association have reached agreement for the 2018-2021 Teachers' Contract which will commence on July 1, 2018. Among other language changes in the contract, the following was agreed to for FY19, FY20, and FY21: 2%, 3%, and 2.5% COLA increases over the three years. Additional funds to support activity and athletic stipends will be funded through user fees. The length of the school year for faculty will be increased in order to conduct critical professional development programs.

The school participates in Minuteman Nashoba Health Group, a coalition of towns and school districts in Massachusetts that have joined together to more affordably purchase health benefits. Due in large part to this positive experience and membership, in the most recent OPEB evaluation performed by KMS Actuaries, LLC, Lincoln Sudbury's projected accrued OPEB liability decreased from \$46,124,163 to \$27,234,223 effective July 1, 2013. The projected accrued OPEB liability effective July 1, 2015, was further decreased to \$24,669,372. This additional reduction is attributed to the establishment of an OPEB Trust, funding of the OPEB Trust and negotiation of a reduction in employer health care contribution for active employees and retirees. The OPEB liability valuation takes place every two years.

We were also able to add the following new courses to the educational program: Mandarin II; AP Computer Science Principles, Shakespeare II; History of Art - Global Perspective; Street Law; Full year Calculus; Graphic Design; Black/White Film Photograph; and Transition Skills. We were also able to reorganize our behavioral supports programs to improve student outcomes and retention in school. We continue to enhance our specialized supports for students on the autistic spectrum.

The Global Scholars Program has entered its third year with 69 students. We anticipate the presentation of 29 senior capstone projects during Spring 2018. The purpose of the program is to foster global competency among our students to improve their capacity to participate in and serve our global community. We appreciate especially grants received from the Sudbury Foundation and the Lincoln-Sudbury Parent Organization to support scholarships and financial assistance for student international travel.

Development of a Hub for Innovation led by a working group of 32 staff representing a cross-section of all school departments began Spring 2016. The mission is to encourage students to think of themselves as social entrepreneurs for the future and to develop teams of problem solvers that create helpful solutions. Applications for proposed projects from teachers for students in the Hub for Innovation are currently being accepted. We thank the Sudbury Foundation for funding stipends to teachers working with students on innovation projects.

We appreciate the continued support of the Towns of Lincoln and Sudbury for our annual operating costs. We also appreciate the supplemental support of the Sudbury Foundation, FELS and SERF that provide grants to fund teacher initiated projects to benefit teaching and learning in the school. We would also not be able to provide service at the current level of excellence without the financial support and hard work of our many parent organization groups.

Thank you.