

SELECT BOARD MEETING MINUTES – Final

**Virtual Meeting
Monday, January 26, 2026
9:00 AM**

PARTICIPANTS: Jennifer Glass, Select Board Chair
Kimberly Bodnar, Select Board Member
Jim Hutchinson, Select Board Member
Tim Higgins, Town Administrator

VIRTUAL PARTICIPANTS: Peggy Elder, Administrative Assistant

WELCOME & INTRODUCTIONS

Chair Jennifer Glass opened the public session of the Select Board meeting and noted that, pursuant to the extension of the remote meeting authorization of the Open Meeting Law through June 30, 2027 (Chapter 2 of the Acts of 2025), this meeting was conducted as a hybrid meeting, allowing the public to participate in person in the Donaldson Room or remotely via Zoom. Board and staff participants introduced themselves, and the Chair reviewed the evening's agenda.

ANNOUNCEMENTS

Ms. Bodnar thanked Parks & Recreation staff for getting the outdoor ice-skating rink up and running. Ms. Glass also thanked the Town's Public Works, Public Safety, and Facilities teams for their storm response.

APPOINTMENTS

There were no appointments.

DISCUSSION

FY27 Budget Updates – Mr. Higgins reported that the Town was preparing for the second budget workshop later in the week. In response to Finance Committee questions regarding recent budget restorations, the Board discussed comparative budget data prepared by Town staff to provide context on Lincoln's budget levels relative to peer communities and prior years. Board members asked that the information be shared with the Finance Committee in advance of the workshop.

Annual Town Meeting Planning / Warrant - Mr. Higgins reported that warrant drafting was ahead of schedule and that Town Counsel had recently met with staff to review warrant articles, with an

updated draft expected within the next week. He noted that prior to the warrant closing, citizen petitioners submitted a proposed petition regarding pesticides. The Board also discussed that it was unlikely Lincoln-Sudbury Regional High School would pursue a roof “membrane” project this year; confirmation was expected later in the week.

Mr. Higgins also noted that Town Counsel advised the Town to move forward with establishing a receipts-reserved-for-appropriation mechanism associated with lease revenue for green energy that would allow fees collected from the landfill solar array lease to be used for future energy conservation/carbon reduction initiatives.

Annual Report; January Newsletter; Select Connect - The Board reviewed items for the annual Town Meeting report, the January Select Board newsletter, and the next edition of SelectConnect. Members discussed formatting and content edits, including aligning the elections notice with the list of offices on the front page and adding brief historical context to the Library HVAC update. Chair Glass noted the January newsletter would be issued in a four-page format, with a longer pre-Town Meeting newsletter planned for March.

Proposed Dark Skies Bylaw - The Board reviewed staff feedback shared with the Dark Skies Subcommittee and Planning Board. Mr. Higgins summarized key concerns, including the estimated cost to retrofit Town-owned exterior lighting, - questions about the proposed five-year compliance period for Town facilities, enforcement provisions in a general bylaw, the differentiation between residents depending on whether they live single- or multi-family dwelling, and potential inconsistencies between the existing and proposed bylaws. They discussed the timing of Planning Board review, the importance of staff and Planning Board partnership to refine the draft, and the value of prioritizing non-controversial elements to advance a workable bylaw for Town Meeting consideration. The Board authorized Ms. Glass to share feedback with the Dark Skies Committee and Planning Board at the January 27 Planning Board meeting.

LIAISON REPORTS

Ms. Bodnar reported that she attended Community Preservation Committee meetings in Mr. Hutchinson’s absence and thanked the Committee for its work, including Chair Eric Zimmerman and Town staff for clear financial materials.

Mr. Hutchinson reported that the Town Meeting Study Committee was finalizing its draft report and anticipated presenting to the Board on February 9, 2026, with a request to provide the final draft the week prior if possible.

TOWN ADMINISTRATOR’S REPORT

Mr. Higgins provided an update on coordination of upcoming infrastructure projects, including Water Main Phase 2, the Bedford Road drainage project, the Old Town Hall Exchange crosswalk, and final paving. He reported that staff had been meeting regularly with stakeholders, including

the Water Commission, to develop a recommended sequencing plan. Mr. Higgins indicated the Town was leaning toward completing the Bedford Road drainage repair as a change order to the water main project to avoid an additional 4–6 weeks of procurement. Preliminary revised drainage cost estimates were expected by the end of the week, with current indications that costs may be on the order of \$300,000 and lower than earlier projections. A detailed phasing plan and recommendation would be presented to the Board on February 9, 2026, with robust public outreach to follow once the plan is finalized. Mr. Higgins also noted coordination underway with the MBTA for work under the railroad tracks, including required permitting and methods to maintain uninterrupted service.

Ms. Glass noted the opening of the MassWorks grant cycle and suggested staff explore whether the Town should consult the Commonwealth about grant eligibility for current or future projects.

PUBLIC PARTICIPATION

None

ACTION ITEMS

Close Warrant – Mr. Hutchinson made a motion to close the warrant for the March 28, 2026 Annual Town Meeting. Ms. Bodnar seconded. The motion was approved unanimously by roll call vote: Bodnar, aye; Glass, aye; Hutchinson, aye.

Consent List - Ms. Bodnar made a motion to approve the consent list. Ms. Bodnar seconded. The motion was approved unanimously by roll call vote: Bodnar, aye; Glass, aye; Hutchinson, aye. This included the following:

- Request that the Town Clerk add the midterm School Committee vacancy to the March 30, 2026 annual election ballot;
- Authorize early voting by mail and in person;
- Sign a letter of support for a Mass Power grant;
- Reappoint Town Constable Joseph Toppel;
- Approve the January newsletter and the next edition of Select Connect with edits as discussed;
- Approve minutes of January 12, 2026; and
- Approve financial warrants for January 19, 2026.

Meeting Schedule / Calendar – Ms. Glass noted that a draft pre–Town Meeting paper newsletter should be available for review at the February 24, 2026 meeting and finalized at the March 9, 2026 meeting.

Mr. Higgins reported that an executive session previously on the calendar had been postponed and would be rescheduled; staff would provide an updated date.

CORRESPONDENCE

None

Ms. Bodnar made a motion to adjourn. Mr. Hutchinson seconded. The motion was approved unanimously by roll call vote: Bodnar, aye; Glass, aye; Hutchinson, aye. The meeting adjourned at approximately 10:00 AM.

Submitted by:

Peggy Elder, Administrative Assistant