

**BOARD OF SELECTMEN MEETING MINUTES – Final
Public Health Emergency Response Update Virtual Meeting
Pursuant to Governor Baker's March 12, 2020 Order
Suspending Certain Provisions of
Open Meeting Law.
Zoom Meeting ID# 918 3237 5325
Monday March 22, 2021
6:30 P.M.**

PARTICIPANTS: James Craig, Selectmen Chair
(Virtually) Jennifer Glass, Selectman
Jonathan Dwyer, Selectman
Tim Higgins – Town Administrator
Peggy Elder – Administrative Assistant

WELCOME & INTRODUCTIONS:

- Mr. Craig opened the meeting at 6:30 pm and noted that this meeting is being held remotely in a way that is consistent with Governor Baker's Executive Order of March 12, 2020 in order to mitigate the transmission of COVID-19 virus. The order suspends the requirement to hold meetings in a publicly accessible physical location and it allows bodies to meet entirely remotely so long as there is reasonable public access. Mr. Craig noted that this evening a public comment portion has been built into the meeting that will take place after they have gone through the discussion items on the agenda. He respectfully asked that the public participants keep their video and microphones off until that time. Mr. Craig reported that in addition to Zoom, this meeting is being broadcast on Comcast channel 8, Verizon channel 33, and is available through the Town website at www.lincolntown.org. He noted that this meeting is being recorded and that attendees are participating via video conference.

ANNOUNCEMENTS:

- None

APPOINTMENTS:

- Public Hearing Liquor and Entertainment License Amendments Lincoln Station Partners, LLC – Mr. Craig opened the public hearing.
 - The public hearing is for two primary purposes:
 - A request to amend liquor license to reflect a change in ownership. The license currently lists Tom and Ruth Fosnot, and Lindsey Parker as the ownership group (Lincoln Station Partners, LLC (dba Real). The new ownership will be exclusively under Lindsey Parker, Lincoln Station Partners, LLC (new dba of Turenne). Lindsey Parker will continue as the Manager, and listed as such on the liquor license.

- A request to amend the entertainment license to include occasional live performances, described in the application as “A Sunday Jazz Brunch primarily for outdoors on the green and covered patio; will consist of 3-4 musicians playing together, modestly amplified. Music will blend into the overall dining experience, not be a ticket style concert.” They also seek permission to offer live music on select Friday evenings and Saturdays. In future these could be inside or outside, but due to public health, outside for the time being. The current entertainment license permits TV, ambient music and, as of last year, live acoustical performances inside and on the patio.
- There is a third matter which does not require further approval. Real was given permission to expand table and liquor service onto the green, pursuant to the discretion granted to the Town under one of the Governor’s Orders aimed at providing economic relief to restaurants. Lincoln Station Partners, LLC intends to resume outdoor dining and drink service as soon as the weather permits. No additional Board of Selectmen’s approval is required as the discretion given to the Town under the Governor’s Order remains in place until 60 days after the lifting of the state of emergency.

Mr. Dwyer made a motion to close the public hearing. Ms. Glass seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Craig: Aye; Dwyer: Aye; Glass: Aye.

Ms. Glass made a motion to approve the change in ownership amendment as outlined. Mr. Dwyer seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Craig: Aye; Dwyer: Aye; Glass: Aye.

Mr. Dwyer made a motion to expand the Entertainment License to include occasional Jazz Brunch performances including moderated amplification to the extent allowed by State and Local regulations with an end date for this accommodation of September 15, 2021. Ms. Glass seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Craig: Aye; Dwyer: Aye; Glass: Aye.

- Proposed Conservation Dept. Reorganization – Paula Vaughn, Director of Planning and Land Use and Michele Grzenda, Conservation Director joined the meeting to recommend the promotion of Stacy Carter from Land Manger to Conservation Planner and Emma Coates from Land Steward to Land Manager. Ms. Carter and Ms. Coates are highly valued members of the team whose skills and education allow them to contribute both in the field and in the office. Both staff members are currently enrolled in Masters programs and are heavily invested in their professional development.

Ms. Glass made a motion to appoint Stacy Carter to the position of Conservation Planner. Mr. Dwyer seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Craig: Aye; Dwyer: Aye; Glass: Aye.

Mr. Dwyer made a motion to appoint Emma Coates to the position of Land Manager. Ms. Glass seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Craig: Aye; Dwyer: Aye; Glass: Aye.

TOWN ADMINISTRATOR'S REPORT:

- Public Health News
 - Additional Vaccine Dosages - Mr. Higgins reported that they received confirmation of receipt of 100 additional doses of vaccine. The April 1st clinic will provide the 2nd shot for those who received their first dose 3 weeks.
 - Massachusetts' Distribution Plan – Mr. Higgins reported that cities and towns are having a hard time getting vaccines. The State is moving to using super sites such as Fenway Park and Gillette Stadium. The Public Health Team has gotten together with colleagues in 8 different towns and cities to look into the feasibility of organizing a regional vaccination clinic of the size that the State would approve. He noted that he is pleased to report that the feasibility plan was submitted today. They believe that they will meet or exceed the State's requirements, which include the ability to offer a minimum of 750 vaccinations per day/5 days per week. These vaccines would be available not only to the participating 8 towns, but to every resident of the Commonwealth. They group selected the town of Acton as the best location. All of the communities involved would participate in staffing the clinics and would be responsible for their own costs. He added that 100% of costs incurred would be reimbursable through State and Federal programs. They hope to find out within the next week or so if the plan has been approved.
 - Current Cases – Mr. Higgins reported that the number of cases remained the same with 162 total cases.
 - Stimulus Bill – Mr. Higgins reported that the American Rescue Plan been signed into law. He added that we are starting to see what that means for cities and towns around the country and in Massachusetts. In Massachusetts the Massachusetts Municipal Association did their own analysis of the bill, including a town by town list of potential allocation amounts. It is not final, but rather a predicted amount.
- Annual Town Meeting:
 - Article List - Mr. Higgins reported that the Article List is current and there are 40 articles. The Hoenig brothers have formally notified the Town in writing that they are withdrawing their citizen's petition and will run alongside the IDEA committee. He added that the Moderator has notified him that the eighth grade civics class would not be coming forward with their civics warrant article. He noted that there would be 3 articles from the Historic District Committee this year. The Property Tax Circuit Breaker Committee will also be brought up again.
 - Warrant – Mr. Higgins reported that the BOS is scheduled to sign the warrant on April 5th, but could delay as late as April 19th. A special BOS meeting could be held to sign if necessary.

- Motions – Mr. Higgins reported that the first draft has been.
 - Article Previews – Mr. Higgins reported that they have begun scheduling sponsors to present summaries during BOS meetings.
- Annual Town Report – Mr. Higgins reported that the Town Report has been finalized and submitted to the printer.
 - March 29th Annual Election – Mr. Higgins reported that the Town Clerk is making final preparations. He noted that there is only one contested election and that there are no ballot questions. Also, given the proposed budget there will be no need to convene special election in May.
 - FY 22 Proposed Budget – The final budget, which includes the three preferred budget items requested (\$60,000 South Lincoln Septic Study; \$10,000 new IDEA line item, and \$24,000 for the Town Clerk to convert a part-time position to full-time), has been submitted to Colleen Wilkins, Finance Director, and the Finance Committee. No further action is required.
 - Climate Resiliency Planning – Mr. Higgins thanked Jen Curtin for preparing a cogent summary of the various resiliency planning efforts Lincoln has undertaken in the past several years. He noted that Ms. Curtin’s summary will be useful on a number of fronts including future public presentations, as a briefing for new staff, and in support of future grants.
 - Annual Reappointments – Mr. Higgins reported that the Board needs to establish the expiration date for appointments that are due to expire this year. The fact that Town Meeting will follow a few months after the Election complicates matters this year. He recommends that terms to appointed boards expire the day after the election (March 30th), noting that Incumbents are typically eager to end their term, retired members can continue to provide input, and they can also be called on to assist in Town Meeting preparation in a support role.

DISCUSSION:

- Inclusion, Diversity, Equity, & Anti-Racism – Mr. Craig noted that the deadline for applications is March 31st and that it might be a good idea to send out another reminder.
- Joint Meeting Planning Board and South Lincoln Planning Advisory Committee (SLPAC) – Mr. Craig reported that on March 16th there was a Housing Choice Act presentation and discussion led by Town Counsel, Joel Bard. SLPAC is moving forward with two important initiatives: a visioning survey and a septic study.
- Joint Meeting with Sudbury Select Board – Mr. Craig asked if anyone had an update from the Lincoln-Sudbury School Committee Meeting. He added that it makes sense to have these conversations about the Regional Agreement, but would want to have all three boards be in attendance. He looks forward to the Fall to start up the conversation again.
- Liaison Reports:

Ms. Glass took a moment to mention the tragic shootings that took place in Atlanta. She also noted the continuing hate filled violence that has been ongoing against Asian Americans over this past year. She extended her condolences to the individuals and their families.

Ms. Glass thanked Mr. Higgins and Planning Director Paula Vaughn for spending time with a Green Energy subgroup as they tried to decide whether or not to pursue an MAPC grant opportunity for technical assistance as they consider a net zero plan for the Town. In the end, the group decided that the timing was not right.

Ms. Glass reported that she listened in to the Boston MPO Transit Working Group which had Reps from the MBTA and Keolis.

Ms. Glass reported that the Water Department has hired a new Superintendent who is starting on April 1st.

Ms. Glass reported that the Schools have hired a Administrator for Business & Finance, Mary Ellen Normen. Ms. Normen will replace Buck Creel, who is retiring at the end of the year. Ms. Glass had the opportunity to participate in the finalists' virtual visiting days. She thought that Ms. Normen seemed very qualified to handle all of the things that are going on at the school.

Bicycle & Pedestrian Advisory Committee (BPAC) – Mr. Dwyer reported that BPAC is asking the Board to support the Town of Littleton which is seeking an MAPC grant for the Nashoba Valley Greenways Coalition. He added that Littleton is looking for support from surrounding towns because they are all a part of a rail trail system in the area.

OPEN FORUM:

- None

ACTION ITEMS:

- Green Energy Committee (GEC) Appointment - Mr. Dwyer made a motion to appoint Roy Harvey to the Green Energy Committee. Ms. Glass seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Craig: Aye; Dwyer: Aye; Glass: Aye.

After a brief discussion regarding Lexington's plan to pursue a grant to investigate the installation of a regional EV charging system, Ms. Glass made a motion to support Lexington's plan to submit a grant request to MAPC to investigate purchasing an EV charging system network. Mr. Dwyer seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Craig: Aye; Dwyer: Aye; Glass: Aye.

- Vote to Close Warrant for May 15th Annual Town Meeting - Ms. Glass made a motion to close the Warrant for the May 15, 2021 Annual Town Meeting. Mr. Dwyer seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Craig: Aye; Dwyer: Aye; Glass: Aye.

- PRD Appointments - Mr. Dwyer made a motion to appoint Sarah Chester to the Parks & Recreation Committee. Ms. Glass seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Craig: Aye; Dwyer: Aye; Glass: Aye.

Ms. Glass made a motion to appoint Rob Graves to the Parks & Recreation Committee. Mr. Dwyer seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Craig: Aye; Dwyer: Aye; Glass: Aye.

- Lincoln Scholarship Committee Appointment - Mr. Dwyer made a motion to appoint Aldis Russell to the Lincoln Scholarship Committee. Ms. Glass seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Craig: Aye; Dwyer: Aye; Glass: Aye.

E-911 Dispatcher - Ms. Glass made a motion to appoint Nicholas Facciolo to the position of E-911 Dispatcher. Mr. Dwyer seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Craig: Aye; Dwyer: Aye; Glass: Aye.

CORRESPONDENCE:

- None

WARRANTS:

- Ms. Glass made a motion to approve the warrants dated March 22, 2021. Mr. Dwyer seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Craig: Aye; Dwyer: Aye; Glass: Aye.

MINUTES:

- None

Mr. Dwyer made a motion to adjourn. Ms. Glass seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Craig: Aye; Dwyer: Aye; Glass: Aye.

The meeting adjourned at approximately 8:40 P.M.

Submitted by Peggy Elder
Approved 05/10/21