

# BOS NEWS

The newsletter of the Lincoln, Massachusetts Board of Selectmen

## DIVERSITY, EQUITY, INCLUSION & ANTI-RACISM: Board of Selectmen Hosts Fall Roundtables

Recent events across our nation have reminded us all of our individual and collective responsibilities to speak out against discrimination and racism, to acknowledge the systemic nature of racism and its dire consequences, and to use our influence as citizens and local officials to promote change. We have heard from a broad spectrum of the community, representing both town government and private organizations, urging coordinated action. To this end, the Board of Selectmen will be hosting a series of roundtable discussions this fall to begin a process of community self-examination, the results of which will inform the development of an action plan to help Lincoln become a community that more fully embraces diversity, and one that commits itself to trying to create the conditions that foster it.

We appreciate that not all community members experience life in Lincoln in the same way. We need to listen carefully to those who have been alienated in some manner and be willing to be truly reflective about changes that may be required to make all residents feel welcome and valued. To this end, the current process needs to provide an opportunity for individuals and groups to share difficult and sometimes painful personal experiences. It is vital that we create a safe environment for these discussions. One goal of the roundtable series is to elicit feedback and suggestions on a number of topics, including thoughts about how to structure these difficult conversations. **WILL YOU JOIN US? WANT TO SUBMIT A QUESTION OR IDEA IN ADVANCE? SEE NEXT PAGE TO LEARN HOW!**

TOWN VISION STATEMENT  
[LINCOLN IS COMMITTED TO]...FOSTERING ECONOMIC, RACIAL, ETHNIC, AND AGE DIVERSITY AMONG ITS CITIZENRY THROUGH ITS EDUCATIONAL, HOUSING, AND OTHER PUBLIC POLICY.

TUESDAY, SEPTEMBER 22<sup>ND</sup> @7:00PM  
**POLICING IN LINCOLN & THE STATE**

**PANELISTS INCLUDE:**

Kevin Kennedy, Chief, Lincoln Police  
Marian Ryan, Middlesex District Attorney  
Tim Higgins, Town Administrator

**OBJECTIVE:** *Understand local and state policing policies and training; understand how the town budget supports public safety and other social services; discuss status of current legislation.*

WEDNESDAY, OCTOBER 7<sup>TH</sup> @7:00PM

**WHAT IS THE ROLE OF TOWN GOVERNMENT?**

**PANELISTS INCLUDE:** Members of town boards, committees, & departments.

**OBJECTIVE:** *Understand the jurisdictions and roles of town department, boards, and of Town Meeting which would authorize funding or other significant actions.*

WEDNESDAY, OCTOBER 21<sup>ST</sup> @7:00PM

**WHAT IS THE ROLE OF COMMUNITY GROUPS?**

**PANELISTS INCLUDE:** Members of community organizations, cultural institutions & non-profits  
**OBJECTIVE:** *Learn how town organizations are addressing diversity, equity, inclusion, and anti-racism.*

Our purpose in hosting the forums is to build a shared understanding of current policies and practices, and to lay the groundwork for deeper thinking, planning, and action. We invite your input in shaping the content! Please use the links below to register for the event and to submit questions & ideas in advance.

TO SUBMIT QUESTIONS IN ADVANCE:  
[selectmen@lincolntown.org](mailto:selectmen@lincolntown.org)

**Forum #1 Deadline: September 15<sup>th</sup>**  
**Forum #2 Deadline: September 30<sup>th</sup>**  
**Forum #3 Deadline: October 14<sup>th</sup>**

REGISTER FOR THE FORUMS:\*

<https://www.lincolntown.org/1221/Equity-Diversity-Anti-Racism>

*\*Registrations close 48 hours before event*

VISIT OUR READING LIST:  
<https://www.lincolntown.org/1221/Equity-Diversity-Anti-Racism>

JOIN LINCOLN PUBLIC LIBRARY'S  
"READING FOR RACIAL JUSTICE" SERIES  
<http://www.lincolnpl.org>

**SAVE THE DATES!**

**2020 (VIRTUAL) STATE OF THE TOWN**

NOVEMBER 17<sup>TH</sup>, 18<sup>TH</sup>, & 19<sup>TH</sup>

To keep Lincoln as healthy as possible, this year's State of the Town will be a virtual event that spans three evenings!

NIGHT #1: Town finance overview; public health update; School Building Committee update; preview of March Annual Town Meeting

NIGHT #2: Diversity, Equity, Inclusion, & Anti-Racism – Next Steps

NIGHT #3: Lincoln Station visioning

## LINCOLN REOPENING PLAN FAQs

Full Plan: <https://www.lincolntown.org/DocumentCenter/View/59056/TOL-COVID-Public-Access>

*We continue to remain in regular contact with relevant public health experts. Plans and service delivery models will continue to evolve as conditions warrant. **Here's how to contact...***

Town Administrator's Office/Selectmen	781-259-2601	<a href="mailto:elderp@lincolntown.org">elderp@lincolntown.org</a>
Town Clerk's Office	781-259-2607	<a href="mailto:foxv@lincolntown.org">foxv@lincolntown.org</a>
Treasurer/Collector's Office	781-259-2605	<a href="mailto:elderk@lincolntown.org">elderk@lincolntown.org</a>
Lincoln Police (non-emergency)	781-259-8113	<a href="mailto:kkennedy@lincolntown.org">kkennedy@lincolntown.org</a>
Lincoln Fire Dept. (non-emergency)	781-259-8113	<a href="mailto:brian.young@lincolntown.org">brian.young@lincolntown.org</a>
Department of Public Works	781-259-8999	<a href="mailto:donaldsons@lincolntown.org">donaldsons@lincolntown.org</a>
Lincoln Board of Health	781-259-2614	<a href="mailto:carrolle@lincolntown.org">carrolle@lincolntown.org</a>
Council on Aging	781-259-8811	<a href="mailto:butta@lincolntown.org">butta@lincolntown.org</a>
Lincoln Library	781-259-8465	<a href="mailto:bmyles@minlib.net">bmyles@minlib.net</a>
Parks & Recreation Department	781-259-0784	<a href="mailto:ldumont@lincnet.org">ldumont@lincnet.org</a>
Water Department	781-259-2669	<a href="mailto:wiserm@lincolntown.org">wiserm@lincolntown.org</a>
Lincoln Public Schools, Central Office	781-259-9400	<a href="mailto:cfallon@lincnet.org">cfallon@lincnet.org</a>
Lincoln-Sudbury HS, Central Office	978-443-9961	<a href="mailto:frances_zingale@lsrhs.net">frances_zingale@lsrhs.net</a>

## Are Town Buildings Open?

Town Offices, Bemis Hall, the Department of Public Works, Parks & Recreation, the Pierce House, and the Water Department buildings are open to the public on a limited basis. Public Safety has remained open throughout the pandemic.

- Town Office staff are available in the building Monday through Friday, from 8:30 am - 4:30 pm.
- Members of the public who visit Town Offices will have access to the building only via the front/Lincoln Road entrance. A greeter desk has been installed in the front entryway. A staff member will greet members of the public and help facilitate interactions with individual offices in the most efficient manner possible.
- Opening protocols are based on current best practices and are subject to change as new information is received from the Commonwealth of Massachusetts. Access to all public buildings will remain in compliance with the Americans with Disabilities Act (ADA).
- To protect the health and safety of our residents and staff, we are urging the public to continue to make full use of phone, e-mail and virtual conferencing communications, and our various forms of on-line transactions to minimize the need for in-person interactions.

**Face masks are required in all Town buildings unless state law provides an exemption (see page 7)**



## What Town Business Can I Do Online?

We want to emphasize the availability of on-line bill pay and permitting capabilities that have been enhanced in recent years:

[Make Real Estate,](#)

[Apply for Building](#)

[Apply for Wetland](#)

[Order Vital Records and](#)

[Property, Excise and Utility](#)

[Permits](#)

[Permits](#)

[Dog Licenses](#)

[Payments](#)

## Are Town Boards and Committees Meeting?

**Yes - virtually!** All Boards and Committees, even those that did not meet during the first few months during the COVID state-of-emergency, may resume virtual meetings. There will be no in-person meetings or in-person public participation until further notice. *(NOTE: The School Committee may implement a slightly different model, please visit [www.lincnet.org](http://www.lincnet.org) for more information.)*

- Agendas, including Zoom participation information, may be found at [www.lincolntown.org](http://www.lincolntown.org).
- The Board of Selectmen, School Committee, and School Building Committee meetings are televised on Verizon channel 33 and Comcast channel 8 as per usual.
- We will continue to follow the remote meeting protocols specified in the Selectmen's guidance memo ([see the full memo here](#)) dated March 19, 2020, pertinent language of which is repeated below. Please note that with the reopening of Town Hall, meeting notices

should be posted on the bulletin board within. Notices may be emailed to [Peggy Elder](#) in the Town Administrator's Office and [Valerie Fox](#), Town Clerk for posting.

### ***How Do I Vote in the General Election?***

**Tuesday, November 3<sup>rd</sup> Presidential Election:** For health and safety reasons, we encourage you to vote by mail. If you have not already submitted an application, the form is available at <https://www.sec.state.ma.us/ele/elepdf/2020-Vote-by-Mail-Application.pdf>.

- **Saturday, October 24<sup>th</sup>:** Last day to register to vote in the Presidential Election. You can register to vote online <https://www.sec.state.ma.us/ovr/> or in person at Town Hall, please check the website for details.
- **Saturday, October 17<sup>th</sup> – Friday October 30<sup>th</sup>:** Early Voting in person at Town Offices
  - ✓ October 17<sup>th</sup> and 18<sup>th</sup>: 9:00am to 1:00pm
  - ✓ October 19<sup>th</sup>, 20<sup>th</sup>, 21<sup>st</sup>, & 23<sup>rd</sup>: 8:30am to 4:30pm
  - ✓ October 22<sup>nd</sup>: 8:30am to 7:00 pm
  - ✓ October 24<sup>th</sup> & 25<sup>th</sup>: 9:00am to 1:00pm
  - ✓ October 26<sup>th</sup>, 27<sup>th</sup>, & 30<sup>th</sup>: 8:30am to 4:30pm
  - ✓ October 29<sup>th</sup>: 8:30am to 7:00pm
  - ✓ *Wednesday, October 28<sup>th</sup>: Deadline for submitting a vote-by-mail application*
- **Tuesday, November 3<sup>rd</sup>: Presidential Election** – In person voting from 7:00am to 8:00pm in the Smith Gym
- For questions, please contact the Town Clerk's office: 781-259-2607 or visit <http://www.lincolntown.org/162/Town-Clerk>

### ***Is Parks & Recreation Operating?***

- Yes! The Parks and Recreation office is open to the public from 8:30 am - 4:30 pm Monday - Friday.
- Visit the website, [www.lincolnrec.com](http://www.lincolnrec.com), for up to date information about available programs.
- Walk-in registration is welcome. Paper forms can also be left in the drop box outside of door #9 of the Hartwell A Pod. Registration for all programs are available online at: [www.lincolnrec.com](http://www.lincolnrec.com)

### ***Is the Council on Aging Open?***

- Bemis Hall is open to the public on a restricted basis for individual/family social service counseling only. Counseling is available Monday through Thursday, 8:30am – 4:30pm, by appointment only, with a maximum of 4 clients/families served per day or every two hours, whichever is least to ensure ample time for sanitizing between sessions.
- Contactless pick up and drop off of medical equipment and forms remain available with prior arrangement. COA staff can also assist with contactless faxing and photocopying as needed with prior arrangement.

- Clients should ring the doorbell at their scheduled appointment time. The COA employee will escort them inside after first checking the visitor’s temperature and asking the visitor to certify that they have not had any COVID like symptoms or been in contact with anyone who has within the last 14 days.
- Podiatry Clinics: Clinics are available by appointment only on the 4th Tuesday of each month. Please call 781-259-8811 to schedule time.
- Bemis Hall will remain closed for regularly scheduled indoor activities (e.g. exercise classes, interest groups, etc.) tentatively until September.
- Rental use of Bemis Hall is currently not allowed as this could contaminate the entire building depending on where people go and what they touch.
- Transportation for essential services is by appointment only. Social distancing and face coverings are required. Our volunteer transportation program has not yet restarted due to the fact that it is impossible to socially distance while in a car and most of our volunteers are at an increased risk to COVID.
- For contact information and the latest updates, visit <http://www.lincolntown.org/132/Council-on-Aging>

### **Can I Go to the Lincoln Library?**

- As of August 31, 2020, the library is open by appointment only. Please visit <https://www.lincolnpl.org> to learn more.
- Library materials can be reserved via email, phone or the our online catalog at [find.minilib.net](http://find.minilib.net). We are offering curbside pickup four days per week. Library programs are offered on Zoom and Facebook. Staff members are available by phone, email, and Zoom conferencing. We purchased eBooks, eAudiobooks, and streaming videos during the shutdown.
- To minimize the need for in-person transactions, curbside pickup will continue after the library opens to the public. The librarians began a book match service for patrons who want readers advisory recommendations. Patrons complete an online form describing the type of book they want to read, and the librarians recommend books to the patrons.
- All returned library items, mail, and deliveries are quarantined for 72 hours as recommended by the Institute of Museum and Library Services.

***Are the Schools Open?***

Each school district is responsible for developing and implementing its own plan, which must be approved by the state Department of Early and Secondary Education (DESE). Please visit each district’s website for specific information:

- ➔ Lincoln Public Schools: [www.lincnet.org](http://www.lincnet.org)
- ➔ Lincoln-Sudbury Regional High School: [www.lsrhs.net](http://www.lsrhs.net)
- ➔ Bedford Public Schools: <https://www.bedfordps.org>
- ➔ Minuteman High School: <https://www.minuteman.org>

- No meeting rooms are available for use until public health protocols allow.
- The Friends of the Lincoln library have established “book donation drops” in two locations: Tracey’s Garage at the corner of Bedford Road and Rt. 2, and the Lincoln Mall on the island entering the commuter lot. These books are resold as part of a larger network, and the Friends receive a percentage of the revenue.

### ***When is the Transfer Station Open? What Can I Bring There?***

- As of September 2<sup>nd</sup>, it is operating on its usual schedule: Wednesdays and Saturdays, 8:30am - 3:30pm.
- All the trash and recycling bins are open, including the bins for items with a bottle deposit.
- Black Earth Compost is picking up compost.
- The Swap Shed is closed until further notice.
- Click <https://www.lincolntown.org/DocumentCenter/View/58598/Transfer-Station-Info--Site-Plan-12-10-19> for a map of the Transfer Station.
- For updates and info about the new sticker, visit <https://www.lincolntown.org/318/Public-Works>

### ***Are Lincoln's trails open?***

- Yes, Lincoln's vast trail system is open for all to enjoy responsibly.
- Please be respectful when using trails as many go through private property.
- Until further notice:
  - ➔ Face coverings are required when near someone.
  - ➔ Please try to remain at least 6 feet apart when passing someone on a trail.
  - ➔ Dogs are required to be leashed to avoid uninvited contact with other people and pets.

### ***What If I Have a Problem with my Water?***

- Department staff will respond to emergencies promptly and will evaluate all other requests against department health protocols to determine if the request can be addressed remotely or via a virtual meeting. If an in-person appointment is needed, staff will determine what personal precautions need to be taken.
- Employees may decline to enter a location if they have reasonable concerns for their health or safety.
- The Water Commission has been meeting remotely under the emergency protocols established by the Commonwealth. When in-person meetings resume they will be held in the Donaldson Room in the Town Offices. To schedule an appointment with the Water Commission please contact the Water Department Superintendent, MaryBeth Wisser, [wiserm@lincolntown.org](mailto:wiserm@lincolntown.org), 781-259-2669.

### ***What If I Have a Question About COVID Protocols?***

- Employees or members of the public who have questions or concerns related to a specific department's COVID protocols are encouraged to contact the appropriate department head.

- Employees or members of the public who have questions or concerns related to the Town of Lincoln's COVID protocols are encouraged to contact Tim Higgins, Town Administrator at [higginst@lincolntown.org](mailto:higginst@lincolntown.org).
- Employees or members of the public who have questions or concerns related to the overall health and safety of the Town of Lincoln's programs and facilities are encouraged to contact the Lincoln Board of Health through Elaine Carroll at [carrolle@lincolntown.org](mailto:carrolle@lincolntown.org).
- The MA Department of Labor Standards (DLS) can be reached at (508) 616-0461 x9488 or [safepublicworkplacemailbox@mass.gov](mailto:safepublicworkplacemailbox@mass.gov)
- Questions about this plan can be directed to the Lincoln Town Administrator's Office at [elderp@lincolntown.org](mailto:elderp@lincolntown.org) or the Lincoln Board of Health at [carrolle@lincolntown.org](mailto:carrolle@lincolntown.org).
- Questions about general public health concerns can be directed to the [Massachusetts Department of Public Health](https://www.mass.gov/info-details/massachusetts-department-of-public-health).

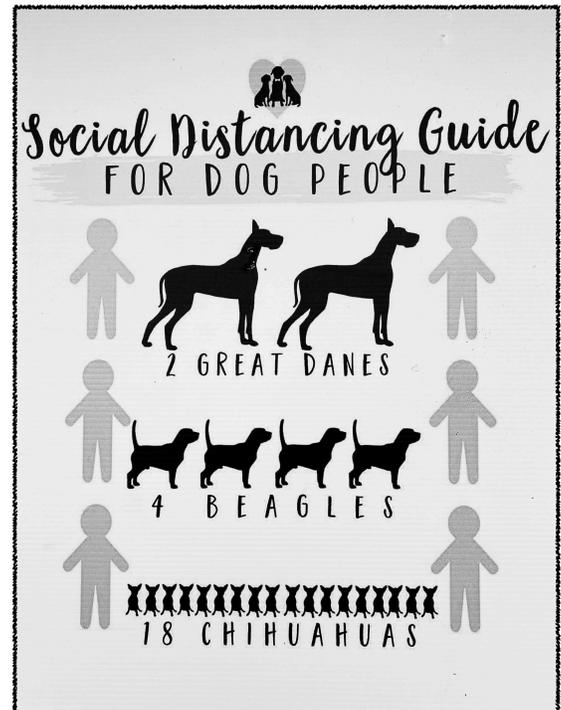
### **Public Health Definitions:**

**Social Distancing:** Keeping space between yourself and other people outside of your home and in a public space. To practice social or physical distancing: stay at least 6 feet (about 2 arms' length) from other people, do not gather in groups and adhere to state guidance. If you cannot stay 6' feet apart, face coverings must be worn.

**Face Coverings:** A face covering is designed only to prevent large droplets from reaching another person, and staff should be reminded not to touch their faces. Cloth face coverings should be used instead of medical grade masks (e.g. surgical or N-95), which should be reserved for health care workers unless told otherwise. Cloth face coverings should fit snugly but comfortably against the side of the face, be secured with ties or ear loops, include multiple layers of fabric, and allow for breathing without restriction. **Exceptions for wearing a mask apply to those who:**

- have a behavioral health diagnosis exacerbated by the face covering
- must communicate with another who relies on lip reading
- require supplemental oxygen
- cannot breathe safely
- are under the age of 2
- are exercising outdoors and able to keep a safe social distance from others

**Close Contact:** Close contact is defined as being within 6 feet of someone who is COVID+ or is suspected of being COVID+ more than 10 minutes.





***Upcoming Dates for Virtual "Conversation with a Select(man)"***

**Friday, September 18<sup>th</sup>, 2:00 - 3:00pm**

**Friday, October 16<sup>th</sup>, 2:00 - 3:00pm**

**[https://zoom.us/j/97690522488?](https://zoom.us/j/97690522488?pwd=TFFvaTFXOVJxLzhUaWRNQzg4WE85Zz09)**

**pwd=TFFvaTFXOVJxLzhUaWRNQzg4WE85Zz09**

**Meeting ID: 976 9052 2488**

**Passcode: 998413**

**Find your local number: <https://zoom.us/u/abys0KgnfE>**

**Lincoln Board of Selectmen**

James Craig, Chair

Jonathan Dwyer

Jennifer Glass

16 Lincoln Road

Lincoln, Massachusetts 01773

Pre-Sorted Standard

US POSTAGE PAID

Lincoln, MA

Permit #11

ECR-WSS

Postal Patron

Lincoln, Massachusetts 01773