



**TOWN OF LINCOLN**  
WATER DEPARTMENT  
MIDDLESEX COUNTY MASSACHUSETTS

TOWN OF LINCOLN  
WATER DEPARTMENT  
16 Lincoln Road  
Lincoln, MA 01773-6353  
Phone: 781-259-2669

**Board of Water Commissioners  
Meeting Agenda**

**December 1, 2020 8:00 a.m.**

**Virtual Meeting Pursuant to Governor Baker's March 12, 2020  
Order Suspending Certain Provisions of the Open Meeting Law**

1. Discuss the FY22 Capital Request – vote expected
2. Chairman Hutchinson to update the Board on Cap Com discussions
3. Discuss the FY22 Operating budget
4. Authorize Chairman Hutchinson to prepare the Fin Com presentation – vote expected
5. Discuss purchased gallons from Weston vs Lincoln gallons sold
6. Discuss the remaining AG applications- vote expected
7. Drought update: The drought task force has downgraded the Northeast region (Charles River Basin) to Level 1 on 11/5 - vote expected
8. Authorize the Chairman and the Water Superintendent to make changes to the water use restrictions imposed on the Town outside of a meeting to match the State levels - vote expected
9. Discuss the updates to the Drought Management Plan - vote expected
10. Appoint Richard Nolli as the Water Operator for the Department – vote expected
11. Discuss and decide upon the search process to be used for filling Superintendent position – vote expected
12. Prepare a list of interview questions to ask each candidate for the Water Superintendent position – vote expected
13. Discuss and select an interim Water Superintendent – vote expected
14. Discuss retaining MaryBeth Wisner as a consulting Superintendent starting on January 1, 2020 to assist the department and new Superintendent during the transition – vote expected
15. Discuss leasing a vehicle for the new operator. The department is fully staffed and short one vehicle – vote expected
16. Discuss preparing the insert for the Town of Lincoln Annual Report – vote expected
17. Approve minutes of October 6, 2020 – vote expected
18. Approve the minutes of November 11, 2020 – vote expected
19. Other Business

**Remote Participation Protocols:** Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Lincoln Board of Water Commissioners will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the [www.lincolntown.org](http://www.lincolntown.org). For this meeting, members of the public who wish to listen or watch the meeting may do so in the following manner:

**Topic: Board of Water Commissioners Zoom Meeting      Time: 8:00 am**

Join Zoom Meeting  
<https://zoom.us/j/93393327939?pwd=dTI6RUVweTFWcVJ4Z0ZYZ2ZTZmVMQT09>

**Meeting ID:** 933 9332 7939      **Password:** 770882      **Dial by your location:** 646- 876- 9923

No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Town's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.