

**BOARD OF SELECTMEN MEETING MINUTES
DONALDSON ROOM
Monday March 14, 2016 7:30 P.M.**

PRESENT: Noah Eckhouse (Chair), Peter Braun, Renel Fredriksen

STAFF: Timothy Higgins, Town Administrator; Peggy Elder, Administrative Assistant

WELCOME & INTRODUCTIONS:

- Mr. Eckhouse opened the meeting and reviewed the agenda.

ANNOUNCEMENTS:

- Mr. Braun announced that this was Mr. Eckhouse's last meeting as a Selectman after six years of service. He turned the floor over to Lt. Sean Kennedy who thanked Mr. Eckhouse for his years of service as a Selectman and as the Public Safety liaison and presented him with a retirement badge as a token of appreciation for his contributions to the Town.
- Mr. Eckhouse announced that the L-S hockey team just defeated previously unbeaten Gloucester in the North Section Finals.
- Ms. Fredriksen noted the passing of Ray Thomlinson.

APPOINTMENTS:

- Lincoln Finance Committee and School Committee representatives joined the meeting. School Committee Chair Jennifer Glass gave an overview. Ms. Glass reported that the School Committee is seeking overwhelming support for Article 28 and to pass over Article 29, and for support for Article 29 only if Article 28 is not approved. School Superintendent Rebecca McFall summarized the positive interactions with the MSBA leadership during its site visit last summer and from feedback after the 2015 application was not approved.

It was the consensus of the Board to encourage the Town to reapply for MSBA funding, as the most cost-effective pathway to accomplish the School's and Town's long-term objectives.

Mr. Braun moved that the Board of Selectmen endorse and encourage approval of Article 28. Ms. Fredriksen seconded. It was unanimously approved.

Ms. Fredriksen moved that if Article 28 does not pass, that the Board of Selectmen endorse and encourage approval of Article 29. Mr. Braun seconded. It was unanimously approved.

OPEN FORUM:

- None

TOWN ADMINISTRATOR'S REPORT:

- MSBA Statement of Interest – Mr. Higgins commented that he and Mr. Creel have already exchanged thoughts on expeditiously completing and approving a Statement of Intent (SOI), assuming approval of Article 28 at Town Meeting. The Board of Selectmen is a co-signor, and the School Committee will be looking for the Board to sign the SOI at the April 4, 2016 Board meeting.
- Planning Director - Mr. Higgins mentioned having the new Director of Planning and Land Use attend an upcoming Selectmen's meeting. He reported that he had met with Jennifer Burney today and he continues to be impressed with her. She had a spreadsheet set up outlining the projects she is already working on with Boards and Committees. The plan is to have Ms. Burney attend a Board meeting sometime in April.
- Massport CAC – Mr. Higgins reported that we have written to MassPort to confirm the Board's vote to appoint Jen Burney to replace Noah Eckhouse as the Town's Representative. We are waiting to hear back from MassPort with confirmation.
- Annual Re-appointments – Mr. Higgins reported that the process is underway and that he and Ms. Elder would be presenting an initial consent list draft in the next couple of weeks. A final list will be presented after that for Board approval.

DISCUSSION

- Final Town Meeting Prep – Mr. Higgins commented that his "punch list" leading up to Town Meeting is complete and that thanks to staff behind the scenes we are more ready for Town Meeting than we have been in a long time. He reviewed proposed Selectmen's Town Meeting assignments. He said that things are coming together well. He reported that he and Mr. Braun attended the Moderator's meeting last week and reviewed the proposed line up for presentations at Town Meeting.
- Minuteman Update – Mr. Braun reported that DESE has approved the amended Regional Agreement and it is therefore now in effect.
- Liaison Reports - None

ACTION ITEMS:

- Vote to renew Town Administrator's Contract – Based on the Board's review of the data compiled by Mr. Eckhouse, as presented at the Board's recent Executive Session, and the Board's positive performance review, Mr. Eckhouse requested approval of a new three-year employment contract with Town Administrator Timothy Higgins with the material terms as outlined in Mr. Eckhouse's presentation. Mr. Braun moved to authorize Mr. Eckhouse to execute the contract with such terms on behalf of the Board. Ms. Fredriksen seconded. It was unanimously approved.

- Audit Representation Letter – Mr. Higgins asked that the Board sign the Audit Representation Letter. Ms. Fredriksen made a motion for the Chairman to sign the Audit Representation Letter. Mr. Braun seconded. It was unanimously approved.
- DeCordova Liquor License – Ms. Elder reported that ABCC had given final approval to their alcohol license application and just needed the Board's signatures on the license.

CORRESPONDENCE:

- Hanscom AFB – Mr. Braun spoke about the new mission that would be established at the Base. He thanked all of the federal legislative representatives and State officials who were instrumental in getting this done.

MEETING MINUTES:

- Ms. Fredriksen moved to approve the March 7, 2016 meeting minutes. Mr. Braun seconded. It was unanimously approved.

A motion was made by Mr. Braun to adjourn. Ms. Fredriksen seconded. It was unanimously approved. The Meeting adjourned at 8:30 P.M.

Submitted by Peggy Elder
Approved April 25, 2016