

**BOARD OF SELECTMEN MEETING MINUTES  
DONALDSON ROOM**

**Monday June 20, 2016 7:30 P.M.**

**PRESENT:** Renel Fredriksen (Acting Chair), James Craig

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

**WELCOME & INTRODUCTIONS:**

- Ms. Fredriksen opened the meeting and reviewed the agenda. She then took a moment to acknowledge the death of a Wayland man who was recently killed in a cycling accident in Lincoln. The Board offered its condolences to the family. She also asked for a moment of silence for all the victims and families of the tragedy in Orlando.

**ANNOUNCEMENTS:**

- None.

**APPOINTMENTS:**

- DeCordova Update – Melinda Webster-Loof (Board of Selectmen representative to DeCordova), Bruce Smith (Deputy Director of External Affairs), and Linda Hammett-Orry (Chairman of DeCordova Board of Trustees) joined the meeting. Ms. Webster-Loof thanked the Board for having them at the meeting. She mentioned that the Museum had a Lincoln event last fall. Bruce Smith then reviewed a list of current DeCordova initiatives and programs. He then went on to discuss the strategic plan. The last strategic plan began in 2011 and the current strategic planning process had just begun. He described the current process as more of a fine-tuning of the previous plan than the start of a new visioning process. One key objective of the plan will likely be proactive management of the grounds. The Park is what distinguishes DeCordova and so its managers intend to make maintenance of the landscape a priority. For example, the Lincoln Nursery School, a current tenant, has raised money for landscape improvements and the planting of new trees. Linda Hammett-Orry stated that her main focus as Chair is the development of the new Plan and its implementation. She was pleased that DeCordova saw fit to have a Lincoln resident named Chair. She then discussed the launching of DeCordova “Friends of the Park” and the idea of holding work days which will help maintain the grounds. Her hope is to strengthen the ties of the community with DeCordova. The Board expressed its appreciation to DeCordova for its sensitivity to local concerns and congratulated the Trustees and Administration for the ongoing success of the institution.
- Chief Kennedy Public Safety Rules and Regulations – Mr. Higgins reported that Chief Kennedy was here to present a draft version of Rules and Regulations. Mr. Higgins explained the difference between Departmental Policies and Procedures, which are already in place, and Rules and Regulations which the Department is now developing for review and approval by the Selectmen. Chief Kennedy reported that over the last

several years the Department has been laying the groundwork for accreditation by the Massachusetts Police Accreditation Association. He explained that he believes it is important to have a separate set of Rules and Regulations focusing on officer conduct on and off duty. Whereas these expectations are currently spelled out in directives from the Chief, Chief Kennedy is recommending that these expectations now be formalized. Mr. Craig asked whether the Chief had reviewed the proposed Rules & Regulations with the Union. Chief Kennedy confirmed that he had reviewed them with the Union. Mr. Higgins stated that he and the Chief would be asking Town Counsel for his input and that the draft would come back to the Board at a future meeting, when the full Board is available to participate in the review and vote. The Board thanked the Chief for his work. Before the Chief departed, the Board took the opportunity to acknowledge that the recent cycling accident must have been difficult for the officers and emergency medical personnel who responded. The Board expressed its appreciation for the difficult work the Town's public safety employees perform on a regular basis.

#### **OPEN FORUM:**

- None

#### **TOWN ADMINISTRATOR'S REPORT:**

- Minuteman Meeting – Mr. Higgins reported on a meeting he attended in Arlington to help Minuteman determine how to respond to the failed building project vote. Mr. Higgins stated that there was a strong consensus to recommend that the School Committee initiate a district-wide election.
- Massport/CAC – Jennifer Burney attended her first Massport CAC Meeting. They are just getting themselves organized. Ms. Burney volunteered to serve on the subcommittee that will be dealing with air and noise pollution issues. Ms. Burney will circulate reports as she attends meetings. She will also be working to cultivate relationships with her peers from the other HATS towns.
- Revising Roadway and Traffic Committee (RTC) Charge - The RTC is meeting this week. The Committee is currently focused on some in-the-trenches activities, serving as a sounding board to Chris on issues such as guardrail design, crosswalks and the like. The agenda item that we were most interested in is the RTC's discussion and response to my discussion with Ken Bassett (Chairman) about the Charge and the role of the Committee vis-à-vis Traffic Management. Tim advised Ken that the Selectmen and he would prefer that the RTC not be involved in responding to neighborhood inquiries or complaints about traffic volume, speeding and traffic management, and instead that the Police Department and DPW lead the response. If the Police or DPW feel it is necessary to consider measures that are outside our normal protocols, they will refer these matters to our office.
- Electricity Aggregation – Mr. Higgins reported that there exists a process/program whereby the Town could, on its own, or with other municipalities, serve as the purchasing agent for all consumers of electricity in Lincoln. Residents would be free to opt out. There is much research that we would need to carry out before any of us would be comfortable making a recommendation. Based on his initial investigations,

Aggregation appears to be a potentially attractive option for Lincoln. The Board asked for input from the Green Energy Committee regarding this.

- McLean Hospital – Mr. Higgins reported that the Planning Board's Site Plan Review process is ongoing. Their site visit took place on June 5th. Their full Site Plan Review hearing will take place on June 28th. At the same time, McLean has written to the Zoning Officer requesting that he issue a formal determination on whether the proposed use qualifies as a Dover protected use. The attorney for several of the abutters has written to the Zoning Officer expressing his opposition to McLean's claim of Dover protection. The Zoning Officer has requested input from Town Counsel as well. The Board will continue to focus on the two issues that are within its specific jurisdiction: 1) public safety, and 2) the payment in lieu of taxes agreement. McLean has indicated a willingness to enter into a PILOT encompassing all three of its Lincoln properties; conversations are ongoing.
- Liquor License (Blazes) - Mr. Higgins reported that he and the Town Clerk are working to determine whether the matter could be included on the November ballot or, in the alternative, will need to wait until March. In the meantime, our legislators have assured us that they will continue to monitor the progress of the Bill.
- Traffic Management – Mr. Higgins reported that he has begun working on the BOS Newsletter/educational piece. He hopes to have a solid draft ready for review at the next Board meeting.
- Landfill Solar Working Group – Mr. Higgins reported that the consulting contract has been signed. Information is being compiled for the consultants. The initial site visit is expected to take place in July. The goal, is to have the Blueprint completed in time to inform discussions regarding the landfill solar project for the fall SOTT and potential special town meeting.
- Complete Streets Application – Mr. Higgins reported that he, Chris Bibbo, the consultant engineer, and Jennifer Burney are having a kick-off meeting this Friday to confirm initial tasks and action items. Mr. Bibbo and our consulting engineer will get the process started by developing a comprehensive existing conditions analysis. Once completed, this analysis will then help to frame the discussion regarding roadway and roadside improvement possibilities. This stage will include the opportunity for extensive public input. The last step will be the development of project priorities and budgets – leading to the submission of construction funding grant application/s. This is expected to be completed late in this calendar year.

## DISCUSSION

- Liaison Reports:
  - Lincoln Parks and Recreation Kid's Triathlon – Mr. Craig reported that nearly 200 kids participated in this annual event and expressed thanks to everyone who participated and worked hard to put on such a great event.

- Fourth of July – Mr. Craig, on behalf of the Board, wished Parks and Recreation, and all other volunteers and departments the best of luck with the upcoming Fourth of July festivities.
- Strawberry Social – Ms. Fredriksen mentioned that this event was a huge success thanks to the great effort put forth by the Council on Aging and all who volunteered.
- Volunteers Needed – Ms. Fredriksen reported that there are two openings available on the Disabilities Commission.
- Bemis Below – Ms. Fredriksen reported on the grand opening of Bemis Down
- 8<sup>th</sup> Grade Graduation – Mr. Craig congratulated the 8<sup>th</sup> graders who just graduated and wished them all the best of luck as they enter High School.

#### **ACTION ITEMS:**

- Collateral Assignment of The Commons Liquor License – Mr. Craig moved to authorize the assignment of The Commons liquor license. Ms. Fredriksen seconded. It was unanimously approved.
- Sale of Affordable Housing – Ms. Fredriksen moved to assign/convey authority to oversee the sale of a unit of affordable housing property. Mr. Craig seconded. It was unanimously approved.
- ZBA Resignation – Ron Chester formally resigned from the ZBA. Mr. Craig moved to accept his resignation. Ms. Fredriksen seconded. It was unanimously approved.

#### **CORRESPONDENCE:**

- None

#### **MEETING MINUTES:**

- None

A motion was made by Mr. Craig to adjourn. Ms. Fredriksen seconded. It was unanimously approved. The Meeting adjourned at 8:35 P.M.

Submitted by Peggy Elder

*Approved 07/25/16*