

**BOARD OF SELECTMEN MEETING MINUTES – FINAL
DONALDSON ROOM
Monday September 12, 2016 7:30 P.M.**

PRESENT: Peter Braun (Chair), Renel Fredriksen, James Craig

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

WELCOME & INTRODUCTIONS:

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

ANNOUNCEMENTS:

- Mr. Braun said that it was a weekend of memorials. He attended the 9-11 memorial held by the Air Force Base on the past Friday. He also attended the Flag display 9-11 memorial held at the Library on the past Sunday. On the past Saturday, all three Selectmen went to a memorial event on Route 126 near Hillside Rd. for Wayland resident Eugene Thornberg, who passed away at that site in June. Mr. Braun expressed the Board's sadness for Mr. Thornberg's passing, as well as for the bicyclist fatality of Mr. Himelfarb on Virginia Road and the serious bicyclist injury on Route 117 in August. Mr. Craig added that the Board extends its condolences to the Himelfarb family for their loss. Mr. Braun expressed his hope for a speedy recovery for the person injured in the Route 117 accident.
- Mr. Braun announced that the first Fall meeting of the HATS committee would be on Thursday September 22, 2016 in the Donaldson Room at 7:30PM. This round table discussion will focus on roadway and traffic management.

APPOINTMENTS:

- Chief Kennedy – The Chief reviewed the current publicly-available information regarding the three bicyclist incidents. The Chief also acknowledged that Town residents and the individuals and families directly impacted would want to see a thorough review of the fatal incidents, and he indicated that more detailed information will be available regarding these incidents once the State review process is completed and an official report is publicly released. The Chief also said that the 117 incident had been investigated at the local level and resulted in charges against the vehicle driver and that no further State-level report was expected. Mr. Craig thanked the Town Administrator and officers involved concerning the memorial service on Route 126 for Eugene Thornberg, especially for their efforts to accommodate the Thornberg family and their guests as well as a number of bicyclists from Lincoln and other communities. Ms. Fredriksen commended the Lincoln Police Department for their support of the families of the victims of all of these incidents.
- Tax Classification Hearing – Board of Assessors members John Robinson and Ed Morgan, along with assessing-staffers George Bourgault and Harald Scheid, joined the meeting. Mr. Morgan explained briefly what the Board of Assessors' function is and the

purpose of the annual tax classification hearing. Mr. Craig made a motion to open the annual tax classification hearing. Ms. Fredriksen seconded. Roll call vote: Mr. Braun: Aye; Mr. Craig: Aye; Ms. Fredriksen: Aye. It was unanimously approved. Mr. Morgan gave a brief overview of the Board of Assessors' recommendations to the Board of Selectmen for FY'17. There being no additional comments or questions, Ms. Fredriksen moved to close the hearing. Mr. Craig seconded. It was unanimously approved.

- In the matter of selecting a Commercial Factor: The Board of Assessors recommends continuing to set the Commercial/Industrial factor at 1.3. Mr. Craig moved that the Town set the Commercial/Industrial factor at 1.3. Ms. Fredriksen seconded. It was unanimously approved.
- In the matter of adopting an Open Space Discount: The Board of Assessors recommends that the Open Space Discount not be adopted. Ms. Fredriksen moved that the Town not adopt an Open Space Discount. Mr. Craig seconded. It was unanimously approved.
- In the matter of adopting a Residential Exemption: The Board of Assessors recommends that the Residential Exemption not be adopted. Mr. Craig moved that the Town not adopt a Residential Exemption. Ms. Fredriksen seconded. It was unanimously approved.
- In the matter of adopting a Small Commercial Exemption: The Board of Assessors recommends that the Small Commercial Exemption not be adopted. Ms. Fredriksen moved that the Town not adopt a Small Commercial Exemption. Mr. Craig seconded. It was unanimously approved.

As requested by Mr. Scheid, it was the unanimous consensus of the Board to approve electronic submission of the foregoing decisions to the State.

OPEN FORUM:

- None

TOWN ADMINISTRATOR'S REPORT:

- Rural Land Foundation's New Restaurant Tenant – The RLF has agreed to a lease with a new tenant for both the former AKA Bistro space and the former Whistle Stop space. In anticipation of applications being filed by the tenant, Ms. Elder has assembled an informational package regarding both a Liquor License for the former AKA Bistro space and Common Victualler's licenses for both spaces. The new tenant has a good track record in Concord, which includes a beer and wine license. It is anticipated that there will be a public hearing soon before the Board regarding the liquor license.
- Municipal Modernization Act - The Act was signed into law several weeks ago. It is a set of reforms that will increase local decision-making authority and improve efficiency across a broad range of municipal service areas. Mr. Higgins asked the Town staff to review the Act to identify the changes that are most relevant to Lincoln. One of the changes starting to receive attention is the increased discretion municipalities will now

have for establishing speed limits. The Act does allow a default speed limit of 25 MHP in “thickly settled areas and business districts.” Chief Kennedy is surveying the Town to determine which roadway segments might meet the new criteria, in the event that the Board would like to consider this option.

- Garden Club – The Garden Club has proposed a dedication plaque and design for the new hydration station at the Lincoln Station park, to be installed in October. The Garden Club will also be recommending a design for plaques at other locations, and will be collaborating with Jen Burney of the Planning Department and Tree Warden Ken Bassett on a design for the new recommended signage for the Lincoln Station park.
- Care Dimensions Groundbreaking - Care Dimensions has invited the Board to participate in a groundbreaking ceremony scheduled for Tuesday September 27th, followed by a tour of their new Waltham offices.
- Economic Development Committee Concept - The Planning Board and Ms. Burney will be visiting with the Board at a future meeting to further discuss their recommendation that the Selectmen vote to form an Economic Development Committee to promote the interests of commercial businesses and not-for-profit organizations.
- McLean Hospital Proposed Development – The Planning Board has closed the hearing and will vote on its site plan decision on September 13th.
 - The ZBA is now scheduled to open its hearing Thursday evening, September 29th at 7:30 p.m., to review the appeal of the Zoning Officer’s Dover Amendment Use Determination.
- Landfill Solar Working Group – The report of the working group is nearly final and will include a ranking of the nine sites whose solar development potential has been evaluated, including the Landfill. The Conservation Commission has received an independent assessment of the conservation values of the Landfill site. The report catalogues the conservation and habitat resources, but concludes that there aren’t any highly significant or irreplaceable resources on site. The working group remains on track to have its report completed in time to present it to the Selectmen in October and inform discussions regarding the landfill solar project for the fall SOTT.
- Complete Streets Application – DPW Superintendent Chris Bibbo and the Town’s traffic and roadway engineering consultant have completed their existing conditions analysis. A public engagement plan is being developed. Following several public meetings and workshops, the Board will be requested to 1) adopt Lincoln’s Complete Streets Policy and 2) to approve a prioritized list of projects that will form the basis for a grant application to the Commonwealth.
- Minuteman Building Project Special Election – The District-wide Special Election has been scheduled for September 20th, from noon – 8 p.m., at the customary polling location at the Smith School Gym. Mr. Braun clarified that Lincoln residents are eligible to vote in the Special Election because the Town’s withdrawal as a member of the Minuteman District is not fully effective until July 1, 2017.

- Lincoln Road Crossing Upgrade – The MBTA recently completed crossing and gate equipment upgrades at the Lincoln Road crossing. The MBTA worked out the construction schedule, which required a three day shutdown of the crossing and associated roadway detours, with the Lincoln Police Department. Lieutenant Sean Kennedy coordinated the detours and the communication outreach for the Town. The work was completed the weekend of August 20th and 21st, and continued into Monday, August 22nd, impacting the morning rush hour. The work was completed without incident and very few complaints from abutting businesses and residents due to the careful advance planning and town-wide communication initiated by the Police Department.

DISCUSSION

- State of the Town Meeting Planning - The Board has voted to hold the meeting on Saturday morning, November 12th from 9:00 a.m. until 12:30 p.m. Save-the-date e-mails have been sent to boards and committees. The banner is being re-lettered.

- As a result of previous BOS discussions, the SOTT agenda will focus on the following topics:

1) Traffic & Roadway Planning

2) Agricultural Commission Bylaw Proposal

3) Accessory Apartment Bylaw Proposal

4) Solar Blueprint/Landfill Proposal (tentative)

It was the consensus of the Selectmen (Craig objecting) that a Planning Board presentation of Lincoln Station planning status would not be included in the SOTT due to time-limitations and desire to reserve the SOTT for interactive matters and not presentations, and the Board urged the Planning Board to engage in dialogue with the residents in another forum.

- Selectmen's Fall Newsletter – It was the consensus of the Board to mail the traffic management Newsletter to all residents, to provide information as widely as possible in anticipation of the SOTT discussion. Mr. Braun commented that another Newsletter would need to be considered to describe and promote the SOTT, as was done in prior years. Mr. Craig moved to approve the Newsletter for printing and distribution as presented. Ms. Fredriksen seconded. It was unanimously approved.
- Hanscom Retiree Dependent Students – Mr. Braun reported that the Town-specific line item of not less than \$100K in the FY'17 State Budget was approved by the Legislature, which overrode the Governor's veto. Mr. Higgins added that Mr. Braun, Ms. Glass, Ms. McFall, and he collaborated on a FAQ document to help explain the unique challenges posed by the presence of military retiree dependent students at Hanscom. He added that he also hoped to receive Board approval for the thank you letter to Representative Stanley. The thank you letter has been reviewed by the School Committee. The letter and FAQ were unanimously approved by the Board as presented.
- Route 2 Update – Mr. Higgins reported that the project is quickly approaching completion. He mentioned that the Mass DOT paving trucks were out paving the access roads this morning.

The Route 2 final pavement layer is expected to be applied next week. There are a handful of remaining punch list items that MDOT will be tending to. Mr. Higgins is remaining actively involved in the review and updating of the punch list. The feedback from abutting neighborhoods remains very positive.

- Liaison Reports -

- Carroll School – Mr. Craig reported on the Wayland property recently purchased by the School. Although not in Lincoln, it does impact a Lincoln neighborhood. He said Carroll intends to use the property as a school for grades 8 and 9 as well as installing two athletic fields. Carroll School held a meeting with neighbors earlier in the summer and the Wayland Planning Board held a public meeting on August 16th for neighborhood input. Mr. Craig attended the Wayland Planning Board meeting which was well represented by neighborhood residents from both Wayland and Lincoln. Mr. Craig reported that the neighborhood appears comfortable with the proposed change of use, but raised concerns about increased traffic, lighting and noise related issues. There is a parking area planned for the front of the property for roughly 50 parking spaces. Mr. Craig requested that the Wayland Planning Board require a condition that would allow for a review of the parking lot lighting and overall screening 6-12 months after the project is completed.. Mr. Craig also requested the Planning Board place time limitations on deliveries, trash pickup and landscaping work in order to limit potential noise concerns that could impact the neighborhood. Mr. Craig reported that there would be money set aside by the Carroll School to do traffic studies to see what impact this project will have. Mr. Craig stated that the Carroll School appeared to be sensitive to the impact of their project on the neighborhood and believed that the Wayland Planning Board would implement the appropriate conditions for this project based on the feedback they had received.
- Planning Board – Mr. Craig reported that another meeting he had recently attended was that of the Lincoln Planning Board public hearing for McLean Hospital. The central issue of the this public hearing concerned screening options for the affected abutters. Mr. Craig also reported that, based on a request from the neighborhood group, McLean would agree to seek approval from Mass DOT for a curb-cut access to their properties directly from Bypass Road. McLean was planning to submit a curb-cut application to Mass DOT which could take 12-18 months.
- Hanscom – Mr. Braun reported that he had met with the new Commander at Hanscom, Colonel Roman Hund. Superintendent McFall, School Committee Chair Glass, and Mr. Braun will be meeting privately with the Colonel next week to make sure he is fully advised on Lincoln’s long-term relationship with the Base and current Hanscom School-related issues. Mr. Braun also reported that he will be meeting with John Beatty, the new Executive Director of the Military Assets Task Force, later this week.

ACTION ITEMS:

- Certificate of Vote to Approve Police Department Rules & Regulations - The Board voted to approve the Rules & Regulations during the last meeting. Town Counsel is recommending that the Board sign a form confirming the vote and the effective date. Mr. Craig moved to certify the vote previously taken approving the Police Department Rules & Regulations. Ms.

Fredriksen seconded. It was unanimously approved.

- Emergency Assistance Fund Appeal - Ms. Fredriksen moved to authorize the appeal letter to be included with the fall tax bills. Mr. Craig seconded. It was unanimously approved.
- Cultural Council Appointment – Ms. Fredriksen moved to appoint Meg Ramsey to the Lincoln Cultural Council. Mr. Craig seconded. It was unanimously approved.
- Road Closure - Mr. Craig moved to approve a road closure on Codman Road on October 16, 2016 from 9:25AM to 9:40AM for the Scarecrow Classic Road Race. Ms. Fredriksen seconded. It was unanimously approved.

CORRESPONDENCE:

- Mr. Braun made note of the correspondence from MADOT regarding a proposed resurfacing of Route 2A. Lincoln staff will inquire regarding the scope of this project, and Mr. Braun will request input from the HATS Board.

MEETING MINUTES:

- Ms. Fredriksen moved to accept the minutes of the July 25, 2016 meeting. Mr. Craig seconded. They were unanimously approved.
- Mr. Craig moved to accept the minutes of the August 16, 2016 meeting. Ms. Fredriksen seconded. They were unanimously approved, with Mr. Braun abstaining since he was not present for that meeting.

A motion was made by Ms. Fredriksen to adjourn. Mr. Craig seconded. It was unanimously approved. The meeting adjourned at 9:52 P.M.

Submitted by Peggy Elder

Approved 10/03/16