

**BOARD OF SELECTMEN MEETING MINUTES – Final  
DONALDSON ROOM  
Monday September 26, 2016 6:30 P.M.**

**PRESENT:** Peter Braun (Chair), Renel Fredriksen (remote attendance), James Craig  
**STAFF:** Timothy Higgins, Town Administrator; Peggy Elder, Administrative Assistant

**WELCOME & INTRODUCTIONS:**

Mr. Braun opened the meeting, with Ms. Fredriksen attending remotely. Mr. Braun reviewed the rules for remote meeting attendance and confirmed that the necessary steps had been taken in this case.

Mr. Braun made a motion to enter into executive session, with the intent to return to open session immediately upon adjournment of the executive session, pursuant to MGL. C. 30A, S. 21, Exemption 6: to consider the purchase, exchange, taking, lease or value of real property. Mr. Craig seconded. It was unanimously approved with a roll call vote: Braun: aye; Craig: aye; Fredriksen: aye.

**ANNOUNCEMENTS:**

- None

**APPOINTMENTS:**

- Hazard Mitigation Hearing – Mr. Braun called the hazard mitigation planning public hearing to order and invited Jennifer Burney (Director of Land Use and Planning), Chief Carter (Fire Chief), and Martin Pillsbury (MAPC) to the table. Mr. Higgins provided general context for the hearing. He explained that this entails planning for pre-hazard mitigation rather than for post-hazard response. He continued that this planning includes not only natural disasters, but also events such as large traffic accidents, school events, etc. He added that such planning is a best practice for municipalities and also enables the Town to comply with eligibility requirements for FEMA grants. Mr. Pillsbury then began by explaining that the Town’s plan is part of a nationwide federally mandated program that covers a wide range of natural disasters, including Floods, Hurricanes & Tornadoes, Winter Storms (snow and ice), Brush Fires, Earthquakes and Drought. Flooding is the most common event in the area, but the Town has also experienced many of these categories. He added that the Town has many mitigation steps in place already.
  - Mr. Pillsbury went on to explain the following tools and techniques that go into a plan.
    - Prevention – Staying out of harm’s way.
    - Property Protection – Elevation of buildings to avoid flood, wind shutters, etc.
    - Public Education – Getting information on how to prepare via websites, etc.
    - Natural Resources Protection – Keeping wetlands intact and letting them help with flooding.
    - Structural Projects – Re-directing drainage.

- Emergency Services Protection – Making sure that Public Safety and Public Works facilities are not disabled in an emergency event.
- Mr. Pillsbury then explained the process to develop the Mitigation Plan. Starting with MAPC providing technical assistance to the Town, the Town then coordinates the plan development through its Local Hazard Mitigation Team. There are then two public meetings, one during plan development and the second to review the draft plan.

The Board thanked Mr. Pillsbury for his assistance.

## **OPEN FORUM**

- None

## **TOWN ADMINISTRATOR’S REPORT:**

- Solar Landfill Working Group – Mr. Higgins reported that the group is getting close to completion of its draft report. He anticipates that within 2-3 weeks they will be prepared to meet with the Board to review the report and make recommendations. Mr. Higgins said that pending completion of the group’s work, the leading contenders for solar arrays are the Landfill and the Public Safety Building. He hopes to present the group’s work to the Board shortly and to residents generally at the State of the Town meeting in November and the Annual Town Meeting in the Spring.
- Minuteman School Building Project – Mr. Higgins reported that the Minuteman proposed building project gained the necessary votes for approval during the September 20<sup>th</sup> District-Wide Election. Lincoln’s withdrawal from the District does not take effect until July, but the Town will not be liable for the debt service. The Town will continue monitoring the building project to minimize impacts on adjacent neighborhoods, making certain that Lincoln is properly compensated for the costs it will incur during construction (including by collecting the mandated building permit fee), and helping Lincoln families understand their options for vocational education going forward. Superintendent McFall and the School Committee will be leading effort to ensure there are resources available for Lincoln students interested in their vocational school options in the future. Mr. Higgins thanked the Town Clerk and her staff for their extra efforts for a special election, especially in a Presidential Election year.

Complete Streets Application - Chris Bibbo and our consultant engineer have completed their existing conditions analysis of our roads and paths. Staff has also developed a plan for public outreach, including public forums on October 19 and December 7 and discussion at the SOTT meeting. The first forum is being designed to help those who attend understand the Town’s roadway planning history and lessons learned from this previous work; to give various groups who use and who manage the roads the chance to share their perspective; and to give residents the chance to help establish priorities going forward. The first forum will end with participants telling us what they like and don’t like about our roads and paths, and sharing ideas for improvement. Sharing of ideas will continue at the SOTT. The second forum will focus on presenting and obtaining comment on a list of potential projects that reflect the feedback received during the first forum and the SOTT, with the goal of prioritizing a list of potential projects.

Eventually the BOS will be asked to do two things: 1) vote to adopt a Complete Streets Policy, and 2) approve the Town's prioritized list of projects which will form the basis for future Complete Streets grant applications.

## DISCUSSION

- State of the Town Planning – Mr. Higgins reported that Save the Date memos have gone out. He added that the agenda has been confirmed. He reports that the agenda will include a session for each of the following:
  - Roadway and Traffic presentation
  - Agricultural Commission's By-law proposal presentation
  - Housing Commission's Accessory Apartment By-law presentation
  - Possibility of a brief status report by the Solar Working Group
  - Open Forum to close out the meeting

Mr. Higgins said that they plan on modelling the newsletter and save the date on last year's mailing.

- Hanscom Proposed Weather Radar Tower – Mr. Braun reported that he had been to a number of Base-related meetings over the last few weeks. At the quarterly P4 community partnership meeting, Mr. Braun talked with the Base's Innovation and Collaboration staff, Adam Freudberg, about a proposed NBC Weather Doppler radar tower to be located in the Lexington portion of the Base near Lincoln Lab which would aid in tracking major storms. He continued that Mr. Higgins and Ms. Burney will be attending meeting on this project being held October 5<sup>th</sup>. The arrangement would provide revenue to the Base via an enhanced use lease, work synergistically with the Base's weather team, and further enhance the Base's vitality within the general economic ecosystem. The Board has been provided with the opportunity to comment on the proposal within the context of a federally-mandated environmental assessment.
- Liaison Reports -
  - Zoning Board of Appeals – Mr. Craig reported that this Thursday is the first McLean meeting with the ZBA.
  - HATS – Mr. Craig reported that he attended the last HATS meeting, regarding traffic management, and encouraged everyone to watch the video of the meeting, as it was interesting to learn how other HATS towns address traffic issues.

## ACTION ITEMS:

- Codman Community Farm Barn - Mr. Craig made a motion to authorize the Codman Community Farm Barn improvements as presented. Mr. Braun seconded. Roll call vote: Braun: Aye; Craig: Aye; Fredriksen: Aye.
- Trail's End Café Common Victualler's License – Mr. Craig moved to approve the Common Victualler's License for Trail's End Café. Mr. Braun seconded. Roll call vote: Braun: Aye; Craig: Aye; Fredriksen: Aye.

- Submit FY18 Request for CPA Funds (Town Office Debt Service) – Mr. Craig moved to authorize submission of this year's request for coverage of the Town office debt service. Mr. Braun seconded. Roll call vote: Braun: Aye; Craig: Aye; Fredriksen: Aye.

**CORRESPONDENCE:**

- None

**MEETING MINUTES:**

- None

A motion was made by Mr. Craig to adjourn. Mr. Braun seconded. Roll call vote: Braun: Aye; Craig: Aye; Fredriksen: Aye. The meeting adjourned at 8:46 P.M.

Submitted by Peggy Elder

*Approved 10/24/16*