

## BOARD OF SELECTMEN MEETING MINUTES– Final

Donaldson Room  
Monday January 6, 2020  
6:30 P.M.

**PRESENT:** Jennifer Glass, Chair; James Craig; Jonathan Dwyer

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

### WELCOME & INTRODUCTIONS:

- Ms. Glass opened the meeting and reviewed the agenda.

### ANNOUNCEMENTS:

- Mr. Craig reported that the Pierce House First Day event was a success. He offered kudos to Pierce House Manager Victoria Otis and to the Pierce House Committee for their hard work in putting it together.

### APPOINTMENTS:

- Fireworks Discussion – Parks & Recreation Director Dan Pereira and Police Chief Kevin Kennedy joined the meeting. Their purpose was to let the Board know that due to the school building project and the extensive landscape renovation that will happen on school property, the 4th of July fireworks display has been cancelled for the next several years until the center field has been restored and can accomodate parked cars. Mr. Pereira added that while the fireworks will be cancelled, all of the morning and afternoon activities are still going to take place. Mr. Dwyer made a motion to approve the request to cancel the 4th of July fireworks until further notice. Mr. Craig seconded the motion. It was approved unanimously.
- Conservation Commission Appointment - Peter Von Mertens, former Conservation Commission Chair, joined the meeting. Mr. Von Mertens reported that the Commission had advertised the vacancy of his former seat through LincolnTalk and the Lincoln Squirrel. He noted that they had a number of interested residents, but that for most of them it was not a good time for them to commit to the Commission. Mr. Von Mertens reported that Kathy Shepard, former Zoning Board of Appeals member, has been coming to the ConCom meetings and was the only candidate to formally apply to join the Conservation Commission. He added that she has the unanimous support of the Commission. Ms. Glass thanked Mr. Von Mertens for his many years of service. Mr. Craig echoed her sentiments. Mr. Craig moved to appoint Kathy Shepard to the Conservation Commission. Mr. Dwyer seconded the motion. It was approved unanimously.

### OPEN FORUM:

None

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

- Town Meeting – Mr. Higgins reported that one of the action items at tonight's meeting is a vote to open the Annual Town Meeting Warrant. Ms. Glass suggested that placeholders for the School Building Committee and the Green Committee be added to the draft warrant list.
- Budget Process – Mr. Higgins is encouraged after the first budget workshop. The operating budget is relatively stable other than the Fire Department overtime. Mr. Higgins briefly reviewed the history of staffing at the Fire Department and what led the Department to be where it is today. He is asking the Finance Committee to add \$73K to the base budget to right-size the Fire Department overtime budget.
- Massport – Mr. Higgins reported that he went to a meeting with his local counterparts. They discussed that currently the type of aircraft landing at Hanscom are becoming smaller and quieter; Worcester airport remains the back-up airport for Logan. In addition, the group discussed mutual aid. Massport has a fire department and it is interested in becoming a full participant in mutual aid going forward.

## **DISCUSSION:**

- Board of Selectmen's Annual Report – Ms. Glass presented her draft of the report and asked for feedback and contributions on the various topics contained in the report. Ms. Glass will incorporate feedback and a new version will be ready for the Board's next meeting.
- Liaison Reports – All three members of the Board have upcoming meetings this week.

## **ACTION ITEMS:**

- Open the Annual Town Meeting Warrant – Mr. Dwyer made a motion to open the warrant for the March 28, 2020 Annual Town Meeting. Mr. Craig seconded the motion. The motion was approved unanimously.
- Emergency Assistance Committee Appointment – Mr. Craig made a motion to appoint Jennifer Coon Wallman to the Committee. Mr. Dwyer seconded the motion. The motion was approved unanimously.
- Alcoholic Beverages Control Commission Renewal Certification – Mr. Dwyer made a motion that the Board of Selectmen sign the ABCC Renewal Certification for 2020. Mr. Craig seconded the motion. The motion was unanimously approved.

## **CORRESPONDENCE:**

- None

## **MEETING MINUTES:**

- December 9, 2019 – Mr. Craig made a motion to approve the minutes of the December 9, 2019 meeting as amended. Mr. Dwyer seconded the motion. It was approved unanimously.
- December 16, 2019 – Mr. Dwyer made a motion to approve the minutes of the December 16, 2019 meeting. Mr. Craig seconded the motion. It was approved unanimously.

## **WARRANTS:**

- None

Mr. Dwyer made a motion to adjourn. Mr. Craig seconded the motion. It was approved unanimously. The meeting adjourned at approximately 7:30 P.M.

Submitted by Peggy Elder  
*Approved 01/27/20*