

**BOARD OF SELECTMEN MEETING MINUTES–Final**  
**Donaldson Room**  
**Monday February 11, 2019**  
**6:30 P.M.**

**PRESENT:** Jonathan Dwyer, Chair, James Craig, Jennifer Glass  
**STAFF:** Timothy Higgins, Town Administrator, Peggy Elder, Administrative Assistant

**WELCOME & INTRODUCTIONS:**

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

**ANNOUNCEMENTS:**

- Ms. Glass thanked everyone who helped make the Winter Carnival a success. She recognized the Dwyer family for their participation at the Coffee House event. She also praised DPW crew member Ian Sears for his performance at the Coffee House.

**APPOINTMENTS:**

- Property Tax Study Committee (PTSC)– Mr. Dwyer asked the candidates for the PTSC to join the meeting. Bob Domnitz, Deb Wallace, David Levington, Sara Mattes, Dan Boynton, Ginger Reiner, and Brendon Coughlin joined the meeting and introduced themselves. Mr. Dwyer reviewed the charge of the PTSC. Ms. Glass commented that this discussion has been ongoing, and brought to the forefront by the school building project. Mr. Craig added that he was looking for a good mix of candidates that would represent the fabric of Lincoln. He then asked what drew each candidate to volunteer for this committee. Mr. Domnitz replied that he was retired, but still wanted to be active in the Town. He noted his experience on the Planning Board. Ms. Wallace replied that she was a member of the Marijuana Study Group and felt that there would be an overlap in the skills needed to get the work done. Mr. Levington stated that he was very active in the property tax area when he lived in Sudbury. Ms. Mattes stated that the committee needs to look at all programs including what was attempted and then discarded by other Towns, adding that public outreach will be key for this committee. Mr. Boynton reported that his background included running a public health organization which dealt regularly with people with low income. Ms. Reiner stated that she looked into the tax abatement programs available in Town and found most had an age requirement to them. She is interested in the research aspect of the committee. Mr. Coughlin commented that this would be an impactful committee and added that the well-defined time line would be helpful. He noted that his day job is in the financial sector, and that he has a history of volunteerism. Mr. Dwyer thanked them all for volunteering. He added that there were two additional candidates who would be interviewed at the Feb 25<sup>th</sup> meeting and the Board would then make a decision.

- Planning Board – Margaret Olson (Planning Board Chair), Gary Taylor (Planning Board Member), and Jennifer Burney (Director of Planning and Land Use) joined the meeting to outline bylaw changes being brought before residents for a vote at Town Meeting.
  - Update to Solar By-Law – Ms. Olson noted that the current law was written at a time before Power Purchase Agreements (PPAs) were used as a financial structure to support solar residential, municipal, and commercial solar projects. She described proposed changes to the by-law including: permitting sale of energy back to the grid (PPA model), limiting the installation of a residential ground mounted array to 125% of predicted energy use, site plan review for any ground mount application, language in the case of equipment abandonment, and a universal clause giving the Planning Board flexibility to grant exceptions on a case by case basis.
  - Non-Conforming Lot – Ms. Olson reported that they wanted to add that if a non-conforming lot is altered by the Town or other government agency, it should retain its status as a non-conforming lot.
  - Parking Benefits District (Lincoln Station)–This district is being proposed by the South Lincoln Planning and Implementation Committee (SLPIC). It would allow some or all of the proceeds from the MBTA parking lot to be used for improvements to the designated district. Ms. Burney noted that as part of SLPIC’s work, they are looking into pay systems for the train lots including pay by phone.
  
- Historical Commission/Historic District Commission – Andrew Glass (Chair, Historical Commission) joined the meeting to discuss proposed by-laws.
  - Demolition Bylaw – Mr. Glass explained that in the last few years there has been some confusion as to what was included in the scope of the demolition by-law. Routine maintenance to a building is not included in the by-law. Encasing a building and tearing down the original structure is considered demolition. The proposed changes clarify these points.
  - Brown’s Wood Historic District–This year there were two additional home owners who wanted to join the district. They are #8 and #18 Moccasin Hill Road bringing the total in this district to thirteen. Overall, there are 37 modern homes in Lincoln and 103 houses in the Lincoln Historic District.

Mr. Craig made a motion to support adding certain properties to the existing Town of Lincoln Brown’s Wood Historic District as presented. Ms. Glass seconded the motion. It was unanimously approved.

Ms. Glass made a motion to support amending its General Bylaws, regarding the definition of Demolition of Significant Buildings or Structures as presented. Mr. Craig seconded the motion. It was unanimously approved.

**OPEN FORUM:**

- None

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

- Bond Rating Call – Mr. Higgins reported that he joined Colleen Wilkins (Town Accountant/Finance Director), Andy Payne (FinCom), and Jim Hutchinson (FinCom) representing the Town in the bond rating call with Standard & Poors (S&P). The call offered a chance for S&P to ask some clarifying questions and for the Town to make the case for preserving its AAA rating. Mr. Higgins added that he was encouraged by the nature of the discussion. The Town expects to receive their decision within two weeks.
- Lincoln-Sudbury E&D Fund – Mr. Higgins reported that a complication has developed in the use of LS's Excess and Deficiency (E&D) Funds to establish the new Lincoln-Sudbury Academy program. The Department of Revenue (DOR) has now ruled that the votes by Lincoln and Sudbury should not have taken place until the E&D amount had been officially certified by the Department of Revenue. Once the E&D funds have been certified, the proposed re-vote will address both the \$350,000 for building fit-out and \$245,000 for operations.
- Oriole Landing Update – Mr. Higgins reported that all the final steps have been taken and there is a final submission that has to take place to ensure the units are counted as part of Lincoln's Subsidized Housing Index. Mr. Higgins added that Ms. Burney has decided that the submission to the Department of Housing and Community Development (DHCD) will be handled by her office to ensure that the final step is completed.
- Marijuana Update – Mr. Higgins reported that the Selectmen must vote to approve the final language for the ballot, and submit it to the Town Clerk. It is a procedural requirement under the general laws. Mr. Higgins added that he and Mr. Craig would be meeting with the Marijuana Committee later this week to discuss what type of outreach will take place between now and the time of the vote on March 25, 2019.
- MIIA Wellness Award – Mr. Higgins reported that there was a nice photo and story about the award that Lincoln received as a result of its wellness initiatives. Assistant Town Administrator Mary Day and Treasurer/Collector Krystal Elder attended the MIIA event and accepted the award on the Town's behalf.
- DPW Study – Mr. Higgins noted that the Board previously approved funds to hire consultant Weston & Sampson to perform the DPW site study. The study was completed and was presented to SLPIC last week. Mr. Higgins noted that the study was part of due diligence for planning purposes. In thinking about economic development, it was important to take a look at one of the largest parcels of Town property in the Lincoln Station area. In addition, the study will benefit the capital planning process and long range planning by providing a solid evaluation of the facility.
- Harriet Backus Todd Trust – Mr. Higgins reported that he and Mr. Dwyer have a good list of ideas. When it is finalized, he and Mr. Dwyer will reach out to Ms. Todd's family and friends for feedback.

## DISCUSSION:

- Town Meeting Preparation – Mr. Higgins explained that they are working through the list of preparations for Town Meeting. The warrant article list has been finalized and has been posted. The full Warrant will be voted on tonight, as will the Marijuana ballot question. The Budget is now final and the FinCom Report will be finalized February 22nd. The Annual Report deadline was last week, and it was submitted to the printer. Still to be completed are the Motions and the Selectmen's assignments. Ms. Glass made a motion to sign the warrant for the March 23, 2019 Annual Town Meeting. Mr. Craig seconded the motion. It was unanimously approved.
- Selectmen's Newsletter – Ms. Glass presented a rough draft. The upcoming Town Meeting is the focus of this edition, and it is designed to give residents an overview of issues. She will incorporate feedback and the Board will vote to approve the final version at their next meeting. It will be sent to residents in early March.
- deCordova Integration Process – Mr. Craig reported that the Working Group has been actively finalizing the Operating Agreement and Memorandum of Understanding. A public forum will be scheduled to unveil key points of the plan. It has been a healthy negotiation. Mr. Craig added that Mr. Higgins and Peter Braun did great work getting the legal documentation in order.
- Liaison Reports

South Lincoln Planning and Implementation Committee (SLPIC) – Mr. Craig reported that they met this morning to talk about zoning bylaw amendments. The next step will be public outreach.

Walden Pond Bath House – Ms. Glass attended a Walden Pond meeting regarding the rebuilding of the bath house and improvement of the paths. Ms. Glass added that it is a six million dollar project, for which private fundraising will be required. The goal is a 2020-2021 completion.

School Building Committee (SBC) – Ms. Glass reported that the SBC went to the Lincoln Historical Commission (LHC) for the first hearing required by the Demolition Delay Bylaw. The Historical Commission voted to determine the Brooks and Smith ends of the School, designed respectively by Lincoln architects Henry Hoover and Lawrence Anderson, "architecturally and historically significant." The second part of the Bylaw process will take place at the LHC's next meeting on March 5th. Ms. Glass reported that there was a sustainability meeting on February 1st. Sustainability covers many parts of the project: building design; stormwater control; and photovoltaics. The meeting brought together the School Building Committee, Design Team, Conservation Commission, Green Energy Committee, Water, Parks and Recreation, and representatives from Eversource. Ms. Glass added that the project may be eligible for some incentives which would come back to the Town once the project is complete.

McLean Litigation – Mr. Craig reported that the Supreme Judicial Court has set a date of April 2, 2019, 9:00am, for arguments. Mr. Craig added that he will be attending and will update the Board as more information becomes available.

Bicycle & Pedestrian Advisory Committee (BPAC) – Mr. Dwyer reported that BPAC has its first meeting scheduled for February 26th.

HATS – Mr. Dwyer reported that the HATS Chairman position is rotating again and the he is the next to Chair. The meetings will be held in Lincoln.

### **ACTION ITEMS:**

- Marijuana Ballot Question – Mr. Craig made a motion to submit the text of the ballot question to the Town Clerk. Mr. Dwyer seconded. It was unanimously approved.
- ZBA Associate Member – Ms. Glass made a motion to appoint Tobias Brambrink to the Zoning Board of Appeals as an Associate member for a 3 year term which will expire in 2022. Mr. Craig seconded the motion. It was unanimously approved.
- Common Victualler/Entertainment License – Ms. Glass made a motion to approve both a Common Victualler and an Entertainment License for Lincoln Station Partners, LLC d/b/a REAL. Mr. Craig seconded. It was unanimously approved.
- Meeting Schedule – A change was made to the meeting calendar and in July the only meeting will be held on the 15th.

### **CORRESPONDENCE:**

- None

### **MEETING MINUTES:**

- None

### **WARRANTS:**

- Ms. Glass made a motion to approve the warrants. Mr. Craig seconded the motion. It was unanimously approved.

A motion was made by Ms. Glass to adjourn. Mr. Craig seconded. It was unanimously approved. The meeting adjourned at approximately 9:00 P.M.

Submitted by Peggy Elder  
*Approved 03/18/2019*