

BOARD OF SELECTMEN MEETING MINUTES– Final
Public Health Emergency Response Update Virtual Meeting Pursuant
to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of
Open Meeting Law.
Zoom Meeting ID# 472864415
Monday April 6, 2020
6:30 P.M.

PARTICIPANTS: Jennifer Glass, Selectmen Chair
(Virtually) James Craig, Selectman
Jonathan Dwyer, Selectman
Tim Higgins – Town Administrator
Trish McGean – Public Health Nurse
Sarah Cannon Holden – Town Moderator
Valerie Fox – Town Clerk
Peggy Elder – Administrative Assistant

WELCOME & INTRODUCTIONS:

- Ms. Glass opened the meeting, noting that this meeting is being held remotely in a way that is consistent with Governor Baker's Executive Order of March 12, 2020 in order to mitigate the transmission of COVID-19 virus. The order suspends the requirement to hold meetings in a publically accessible physical location and it allows bodies to meet entirely remotely so long as there is reasonable public access. Ms. Glass noted that this evening a public comment portion has been built into the meeting that will take place after they have gone through the discussion items on the agenda. She respectfully asked that the public participants keep their video and microphones off until that time. Ms. Glass reported that in addition to Zoom, this meeting is being broadcast on Comcast channel 8, Verizon channel 33, and is available through the Town website at www.lincolntown.org. She noted that this meeting is being recorded and that attendees are participating via video conference.

ANNOUNCEMENTS:

- Ms. Glass noted that she had seen that Council on Aging Director Carolyn Bottum had put a warning out on LincolnTalk about various Caronavirus-related scams that are popping up. Whether it is people who are falsely offering testing or trying to get financial information, Ms. Bottum encouraged people to call the Lincoln Police Department.

DISCUSSION:

- Public Health Emergency Response Update

1. Public Health & Safety:

Public Health - Mr. Higgins reported that the Public Health Team is meeting every Monday morning and this morning they received an update from Public Health Nurse Trish McGean.

He then turned the floor over to Ms. McGean for her update. She reported that as of now the Town of Lincoln has 8 lab confirmed cases of Covid-19. Five of those cases have gone through their isolation period and have been discharged, 1 person remains in the hospital, and two she is still following. In conjunction with the Council on Aging an email has been sent out to residents aged 60+ strongly cautioning them to stay at home as much as possible for the next couple of weeks given that there is a projected surge in cases. The COA is offering grocery delivery, medication delivery, anything to help keep the seniors at home. She added that on Tuesday evenings they are delivering meals from REAL to identified vulnerable residents in town. They are free meals and this has been going on for 3 weeks and going really well. Ms. McGean reported that Emerson Hospital has 16 cases right now. She added that she is in contact and working with Lincoln Woods and The Commons to bring information and share resources. She added that the Department of Public Health only wants her to follow lab-confirmed cases and not clinically diagnosed cases. She will be updating the information on the website daily. Mr. Higgins reported that a number of the towns surrounding Lincoln have made the decision not to share the number of cases or any of the other data that is being published by the State. The rationale for that is that the amount of community spread is significant and sort of accepted. The DPH feels that by publishing the number, it might give the general public a sense of false security. He said that the Lincoln public health group did not feel that would be the case in Lincoln as people are practising good social distancing. Ms. McGean added that the Board of Health wanted to publish the data, Mr. Craig commented that he feels the more transparency the better and whatever data we get should be published, adding that he saw no downside for doing so. Mr. Dwyer commented that when he looks at the high Middlesex County numbers, he feels that this extra information is important. He added that people that he has seen out and about around town were practising proper protocols. Ms. McGean clarified that the 8 cases in Lincoln are residents of the Town. She will only get information on residents. When new cases are reported they are sent to the town of residency. Ms. Glass asked if people that have been clinically diagnosed are now able to be lab tested and Ms. McGean said they are.

Public Safety – Mr. Higgins reported that Lincoln Fire and Police have fully implemented the protocols recommended by DPH. He added that Ms. McGean has been great about consulting with our people when questions arise. When they are going out on a call they are assuming that the person is COVID positive and are using full personal protective equipment (PPE) and utilizing police assistance only when necessary. When the police are at a scene, they are not entering a residence unless necessary.

Personal Protective Equipment (PPE) – Mr. Higgins reported that there has been much talk across the country regarding the scarcity of PPEs. He was pleased to report that Lincoln Public Safety has a reasonable supply of them, so at this point this has not been a challenge for them.

State and Town Relations – Mr. Higgins reported that in regard to public health and safety our people are staying in contact with State officials and their counterparts in other towns across the Commonwealth. He added that the Town Manager/Town Administrator network has been an invaluable source of information for him as the law has been changing and best practices have been changing. He added that Chief Kennedy and Acting Deputy Fire Chief Brian Young report the same for their public safety network.

2. Town Meeting/Special Town Meeting/Town Election – Ms. Glass picked up the conversation regarding Town Meeting and Special Town Meeting, and the Town Election. At the Board's meeting last week they discussed that it made sense, given the State's emergency order until at least May 4th, to declare that we would not be holding Town Meeting on April 25th. The Board had discussed that it seemed reasonable to postpone the meeting until May 30th.

Mr. Higgins explained that there is a working group consisting of the Moderator, Board of Selectmen Chair, Finance Director, the Assistant Town Administrator, the Finance Committee Chair, and himself. He noted that they met last week to consider a range of alternatives for holding Town Meeting and the election. The Governor signed another Municipal Relief Bill on Friday, Chapter 53 of the Acts of 2020, and it did provide some clarity for towns that are considering the postponement of Town Meeting. It didn't provide as much flexibility as hoped but the Town Moderator does have the authority to postpone the Meeting up to 30 days. In spite of feeling doubtful that the emergency will subside in 30 days to the point where residents are willing to come out to a large public gathering, the Board of Selectmen urged the Moderator to use her authority under Chapter 39, section 10a and the latest Municipal Relief bill to extend the date of Town Meeting for thirty days. Recognizing that 30 days would mean scheduling Town Meeting over Memorial Day weekend, the Board suggested that the Moderator use her authority again in a few weeks to postpone the meeting to no earlier than May 30. Ms. Glass noted that having it on May 30th would give the Town the ability to meet the school project June 1st deadline. Mr. Craig asked if the Town should develop a contingent plan to hold a special Town Meeting that just addressed the school building project related items if we have to have it before June 1st. Mr. Higgins answered that they had discussed that, and one of the options was to fold the Special Town Meeting into the Town Meeting, rather than have a meeting that focused just on the School Building Project, they would hold an expedited Annual Town Meeting. All of the citizens' petitions and other non-financial articles would be put off until the Fall at which time we would have a Special Town Meeting. He added that we could expedite the Town Meeting by only addressing the School Project Items, Operating Budget, the Capital Plan, the Community Preservation Act funding, and a handful of other financial warrant articles. Everything, except the school items, would be placed on the consent calendar which would send the message that we are expediting the meeting. Ms. Cannon Holden stated that FinCom Chair, Andy Payne, could do an online budget presentation that people could review ahead of time, which might shorten the presentation at Town Meeting. Ms. Cannon Holden asked about the formal procedure for postponement. Mr. Higgins responded that the Town would follow the same course that Lauren Goldberg, KPLaw, laid out for us when the first declaration was done. That declaration that was made on March 16th and was effective on March 28th. Ms. Glass stated that the declaration should include the Town's intention to postpone again to May 30th.

Mr. Dwyer made a motion that the Board of Selectmen urge the Town Moderator to exercise the maximum extent of her digression currently available, which is a 30 day extension, and to postpone the Annual Town Meeting scheduled for April 25, 2020 to no earlier than May 30th, noting that May 23rd is Memorial Day weekend. Mr. Craig seconded

the motion. With no further discussion, it was unanimously approved by a roll call vote: Dwyer: Aye; Craig: Aye; Glass: Aye.

Ms. Cannon Holden declared that in her capacity as Town Moderator that the Town Meeting currently scheduled for April 25, 2020 be postponed until May 23, 2020. Mr. Higgins reported that he will make sure that the Declaration is posted according to the statute and sent to the Attorney General's Office. In regards to the election, Mr. Higgins reported that the Board of Selectmen continues to have the authority to postpone the Election under Chapter 45 of the Acts of 2020. The Board has more flexibility than the Moderator and is allowed to postpone the Election to a date no later than June 30, 2020. Mr. Dwyer made a motion to postpone the Election to a date certain of June 1, 2020. Mr. Craig seconded the motion. With no further discussion, it was unanimously approved by a roll call vote: Dwyer: Aye; Craig: Aye; Glass: Aye.

Mr. Craig requested the Board receive something in writing from the School Building Committee (SBC) that would provide advice about the implications of a further postponement of Town Meeting past June 1st. Ms. Glass reported that the next SBC meeting is April 15th and we should expect a formal understanding of what is happening after that meeting.

3. Oriole Landing – Mr. Craig reported that the Oriole Landing project has a deadline with the Department of Housing and Community Development (DHCD) of June 30th for a obtaining a Certificate of Occupancy in order for the 60 units to be applied to Lincoln's subsidized housing inventory. Mr. Higgins has reached out to DHCD to advise them that while the project is on schedule, it has slowed due to the need to have split shifts and requested that an accommodation be made in the event that the project is not complete by the June 30th deadline. The Town is still waiting to hear back from DHCD on this. Mr. Higgins added that in the event that we do not hear back from them in a couple of weeks, the Town would enlist the help of the Town's legislators.
4. Finances and Town Budget – Mr. Higgins reported that he and Finance Director, Colleen Wilkins, will be looking into the FY20 and FY21 revenue forecast. As we enter the last quarter of FY20, he noted that there may be some impact to town revenues and that he and Ms. Wilkins will be taking a look at building permit fees and state aid to see what effect there may be the quarter 4 of FY20 and in FY21. He added that they will then consult with the FinCom Chair and then the entire FinCom. Mr. Higgins noted that they are continuing to track the expenses related to the COVID virus emergency. He said that FEMA and MEMA would be offering reimbursement programs for some expenses. He added that the Town received a second payment from Department of Public Health for \$2500, which helps defray the cost of the Public Health Nurse contract. Mr. Higgins reported that he has a call scheduled for tomorrow with Codman Community Trust to discuss opportunitiesto partner with them to help with COVID related expenses.
5. Liaison Reports:

Listening Sessions – Mr. Dwyer commented on the increasing amount of cars that are parking at all of the trails. Mr. Higgins reported that Dan Pereira from Parks and Recreation as well as the Conservation Department have been working on this. The plan is to continue to keep watch on the situation.

OPEN FORUM:

- None

ACTION ITEMS:

- None

WARRANTS:

- Mr. Craig Dwyer moved to sign the warrants. Mr. Craig seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Dwyer: Aye; Craig: Aye; Glass: Aye.

MINUTES:

- March 30, 2020 - Mr. Craig moved to approve the minutes of the March 30, 2020 meeting. Mr. Dwyer seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Dwyer: Aye; Craig: Aye; Glass: Aye.

Mr. Craig made a motion to adjourn. Mr. Dwyer seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Dwyer: Aye; Craig: Aye; Glass: Aye. The meeting adjourned at approximately 7:30 P.M.

Submitted by Peggy Elder
Approved 04/14/20