

**BOARD OF SELECTMEN MEETING MINUTES - Draft**  
**Donaldson Room**  
**Monday April 9, 2018**  
**7:00 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.
- Ms. Glass made a motion to nominate Mr. Dwyer as Chairman of the Board. Mr. Craig seconded. It was unanimously approved.

**ANNOUNCEMENTS:**

- Ms. Glass announced that tomorrow (4/10/18) that there would be two sessions for the School Project joint workshops at the Brooks Gymnasium. The first session will be held from 8:00-10:00AM and the second session will be held at 7:00-9:00PM.

**APPOINTMENTS:**

- Codman Farm Solar Project—David Alperovitz, President of Codman Community Farms, Inc. joined the meeting. Mr. Alperovitz stated that he hoped that they would be able to install a solar array on the main barn and most likely the milk house. The project is large consisting of at least 80 panels being installed. The hope is that the panels would provide all of the electricity for the farm with the exception of the farm house. The goal is to shrink the farm's carbon footprint. Mr. Alperovitz added that project is currently out to bid and expects the bids to be in within the next two days. The project is in the preliminary stages, but they wanted to involve the Board as this is a larger scale project than the farm is used to. Mr. Alperovitz commented that the barn roof does not have a lot of life left in it and that Facilities Director Michael Haines had been out to look at it and then researched to find that no updates have been done to the roof during his time with the Town. Ms. Glass asked about the structural integrity of the barn. Mr. Alperovitz replied that they would have a structural engineer look at it, but because the barn is post and beam construction they feel it is still structurally sound. Mr. Craig asked if the farm was looking at both leasing and purchasing. Mr. Alperovitz replied that they would most likely purchase the arrays using grant and fundraising money. The Board thanked Mr. Alperovitz and said that he should go forward with the research on the project.

**OPEN FORUM:**

- None.

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

- DPW Storm Response—Mr. Higgins reported that the DPW has been very busy with clean up following the March snow storms. In addition, the Town has crews that are under contract to assist with the limb and tree removal. The DPW had a prioritized list that started with the safety issues. Mr. Higgins said that the work should be done in the next week or so. Recognizing that private property owners have a lot of debris to clean up, the DPW will be open this Saturday to accept storm debris and will be open every Saturday this entire month as a courtesy for residents. The DPW will be grinding up the material in order to dispose of it.
- June 9th Special Town Meeting – Mr. Higgins reported that the Campus Coordinating Group (CCG) has begun thinking about meeting management and logistics including parking and overflow. Mr. Higgins will be developing a draft warrant for the Board's next meeting. The deadline for signing and posting the warrant for a special town meeting is 14 days prior to the meeting (5/25/18). Mr. Higgins said that when contemplating the warrant there are two questions that could be asked. One would be for the School Committee to narrow the design options for the school. The second would be for the Board of Selectmen to narrow the design options for the Community Center. Another would be the need for money for the PPDC to move forward. Mr. Higgins added that at the CCG level that it would be prudent to wait on a discussion on timing and sequencing of the projects. Ms. Glass added that she saw the June 9th meeting as answering the question of what is the best choice for each project and the best path to get there. Ms. Glass stated that the April 30th multi-board meeting would be a good chance to kick the tires on some ideas that the committees have for the June 9th Special Town Meeting. Mr. Higgins stated that CCG will continue to report back to the Board. Ms. Glass reminded everyone that the CCG meetings are open meetings held every other Thursday morning in the Lincoln Superintendent's conference room.
- Care Dimensions Opening – Mr. Higgins reported that the Board received an invitation to the ribbon cutting/opening of their new facility. Unfortunately, no one was available to attend, but he would be sending an email to set up a time for the Board to visit.

## **DISCUSSION:**

- Annual Town Meeting Debrief – Mr. Dwyer started the discussion stating that roughly 700 people attended the Annual Town Meeting. Mr. Craig extended kudos to Town Moderator Sarah Canon Holden for the excellent job she did balancing time between presentations and discussions. Mr. Dwyer felt that there is room to improve in managing perceptions that 'town presentations' took much longer than time permitted for resident questions and comments. Mr. Dwyer added that the handouts were great, they generated the right conversations, and that the presentations were tight. Ms. Glass added that she liked that the Board met with each group prior to the meeting. Mr. Higgins reported that the wifi was well used and worked well. He added that the speakers for the Fincom, Capcom and CPC were all efficient and that they were able to get through the financial portion of the meeting on time. He felt that the meeting held onto the small town feel through the testimonials and thank yous.
- Annual Appointment Process—Mr. Higgins gave a brief overview of the appointment process and timeline. He added that the consent list of appointees was in very good shape and that

he planned to bring the final consent list to the Board at their next meeting.

- Marijuana Study Committee – Mr. Craig reminded everyone of the committee’s panel discussion forum being held 4/25/18 at 7:00PM in the Donaldson Room. The group is working on a survey to be sent townwide to get a sense of Town’s thinking ahead of the Special Town Meeting. The group is also developing an FAQ that will be uploaded.
- CCPPDC/SBC – Mr. Dwyer reported that on April 10<sup>th</sup> there would be two sessions for the School Project joint workshops at the Brooks Gymnasium. The first session will be held from 8:00-10:00AM and the second session will be held at 7:00-9:00PM. Mr. Dwyer reported that comments during Town Meeting indicated that the CCPPDC needed to do a better job at selling why the Town needs a new Community Center. At the 4/10 meeting the designs will be on display. Ms. Glass reported that campus layout feedback forms collected during Town Meeting indicated that most were interested in CC being located at Hartwell location. She invited residents to join in the conversation.

- Liaison Reports:

Cycling Safety Advisory Committee (CSAC) – Mr. Craig reported that CSAC held a public forum at Bemis Hall with a turnout of over 60 people from both Lincoln and surrounding towns. A program presented by the President of MassBike to improve the Middlesex corridor. There was great group discussion on how to make changes. Most roads are state roads and coordinating via collaboration with neighbor towns will be key. The highest area for bike accidents is Bedford Road at Route 2A. Mr. Craig added his thanks to all of the members of CSAC for the successful forum.

Hanscom Air Force Base – Ms. Glass reported that there is a daily e-newsletter called “American Defense Communities” and that this morning’s edition included an article “Future of Hanscom AFB is Bright”. She added that the article noted that the quality of the schools is one thing that made Hanscom stand out.

Listening Sessions – Ms. Glass reported that she hosted a listening session at the Council on Aging last Wednesday and 5 people attended. The discussion was lively and she thanked everyone who attended and reminded that the next listening session will be on the first Wednesday of next month.

The Commons – Ms. Glass reported that she went to The Commons on 4/3/18 for a celebration honoring them for being awarded the facility with a medical 5 star rating in both rehabilitation and skilled nursing services. Not an easy feat for a facility to earn.

Fire Engine - Mr. Dwyer reported that he met with Chief Carter regarding the reasons for the breakdown of the 2008 engine and how to maintain the new one to extend its end of life . Chief Carter brought up research regarding the damage done by the more liquid road treatments.

## **ACTION ITEMS:**

- Final Hazard Mitigation Plan – Ms. Glass moved to formally adopt the plan as presented. Mr. Craig seconded. It was unanimously approved.

**CORRESPONDENCE:**

- None

**MEETING MINUTES:**

- February 26, 2018 – Mr. Craig moved to approve the February 26, 2018 minutes as amended. Ms. Glass seconded. It was unanimously approved.

March 5, 2018 – Ms. Glass moved to approve the March 5, 2018 minutes as presented. Mr. Craig seconded. It was unanimously approved.

**WARRANTS:**

- Ms. Glass moved to sign the warrants. Mr. Craig seconded. It was unanimously approved.

A motion was made by Mr. Craig to adjourn. Ms. Glass seconded. It was unanimously approved. The meeting adjourned at 8:15P.M.

Submitted by Peggy Elder  
*Approved 05/07/18*