

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# 98040139054
Monday May 4, 2020
6:30 P.M.

PARTICIPANTS: Jennifer Glass, Selectmen Chair
(Virtually) James Craig, Selectman
Jonathan Dwyer, Selectman
Tim Higgins – Town Administrator
Colleen Wilkins – Town Finance Director
Trish McGean – Public Health Nurse
Valerie Fox – Town Clerk
Trish Miller – Board of Health Member
Andy Payne – Finance Committee Chair
Sarah Cannon-Holden – Town Moderator
Peggy Elder – Administrative Assistant

WELCOME & INTRODUCTIONS:

- Ms. Glass opened the meeting and noted 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 it was nice to have Mr. Higgins back tonight. Mr. Higgins thanked everyone for their support during what was a difficult week for him and his family.
- Ms. Glass reported that on May 15th she will be holding a Zoom Board of Selectmen listening session at 2:00PM. She added that any resident interested in joining that session should send an email to selectmen@lincolntown.org and she will send the link to join.

DISCUSSION:

- Public Health Emergency Response – Update

Mr. Higgins noted that as the Board knows the Public Health team meets every Monday morning. That group consists of representatives from the Board of Health, Public Safety,

Social Services, and the Public Health Nurse. He added that it is a very efficient way for the Town to get information and that what underpins the information is the work of Trish McGean on the front line. Ms. McGean reported that there have now been 29 reported cases of COVID-19 in Lincoln. She added that there have been 5 deaths. All were residents of The Commons and were people who had serious health co-morbidities. She noted that she had spoken with Rey LeBlanc of The Commons and that he reported that they are continuing testing with the next step being the assisted living and memory care units. She reported that testing staff continues to be a priority and they have tested 85 out of 200 staff members because the staff members are in and out of various facilities. Ms. McGean added that people are asking about testing at the Independent Living unit. Mr. LeBlanc wants to test that unit, but at the moment they are quarantining in their apartments and having meals and groceries delivered so they are the most safe residents at the facility. He is focusing on the staff, the assisted living and memory care units for now. Ms. McGean reported that Carolyn Bottum, Director of the Council on Aging, is setting up a “chat with a nurse” Zoom conference. Also, Lincoln Woods is handing out masks to all residents, which is great news because of Governor Baker’s facemask mandate. She noted that she has seen a lot of compliance with facemask use. Ms. Glass asked whether the testing being done at The Commons is only for active cases or whether there is any antibody testing. Ms. McGean confirmed that the testing is only for active cases. Ms. Miller, Lincoln Board of Health, reported that the Board of Health will continue to communicate with and support Mr. LeBlanc. She noted that Mr. LeBlanc’s biggest hurdle is getting access to tests and that he has been in touch with Emerson Hospital and Mount Auburn Hospital. She added that access to tests is inconsistent and is an inventory issue. The staff is conducting the testing, but the test kits and processing they need to get from the hospitals. She added that Mr. LeBlanc was all set as far as PPE. Mr. Higgins noted that the Fire Department had helped them out with PPE. Mr. Higgins reported that the Health Group is encouraged by the communication with Mr. LeBlanc at The Commons.

- Face Covering Order – Ms. Miller reported that Lincoln was ahead of the Governor on instituting a face covering order. To avoid any conflict with any language, the Board of Health has decided to rescind the local Lincoln order and have the Governor’s order prevail in terms of what we adhere to in the Town of Lincoln, adding that there will be messaging going out to the residents shortly.
- Trails – Mr. Higgins reported that the Health group has started to get some feedback expressing concern that as the weather gets better that the trails are going to be more crowded and it will become more difficult to socially distance. In addition to monitoring the situation ourselves, they have enlisted the Conservation Department and Public Safety to keep an eye on what is happening. In addition, they are considering intervention actions. The group is considering what kinds of interventions would make sense if the Town has to intervene beyond just education and encouragement of good behavior and education. Mr. Craig advised that some neighboring communities such as Sudbury were now limiting access to public parks to “residents only” and that could add to the usage and possible overcrowding of our town trails.
- Re-Opening – Mr. Higgins reported that the Town should begin the conversation regarding re-opening. He noted that the Town is similar to any business in that we are not only creating mitigation plans, but we are also looking at how the Town opens to the public while keeping all involved safe. He noted that he and Ms. Glass had discussed forming a task force made up of staff and Board and Committee members to think through strategies for maximizing safety of staff and residents. He recognized that there are some common practices across departments as well as practices that are unique to

individual departments. Ms. Glass reviewed a draft charge that she created and asked for feedback. The Board discussed the best way to find a balance between a nimble, streamlined group and the need to ensure that all town and community groups are in communication. The Board will revisit the conversation at its May 11th meeting.

- Town Meeting

Ms. Glass reported that with the extension of the state of emergency to May 18th, the May 11th “go-no go” date for a May 30th Town Meeting will not work. She noted that if the State of Emergency was lifted on May 18th, the 30-day clock would begin and that she and Mr. Higgins were proposing a June 13th Town Meeting and a June 15th Town. Mr. Higgins noted the time constraints we are operating under in order to go forward with planning for those dates. He added that if we are to go forward with planning for a June 13th meeting, the Finance Committee would need to have another go at the budget and the Capital Planning Committee and Community Preservation Committee would need to confirm their prior recommendations. After discussion, Mr. Craig made a motion to move the date of the Town Election to Monday June 15th 2020. 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.

- Liaison Reports

Oriole Landing – Mr. Dwyer asked if we had gotten an update on the status of the project. Mr. Higgins reported that Mr. Craig is the liaison for this project and has been checking in periodically. The last update, which was 10 days ago, was that they are ahead of schedule and should get their certificate of occupancy in early June. He added that in the event there is slippage on the schedule, he sent a letter to Department of Housing and Community Development (DHCD) asking that the on spite of the challenges, the contractor and the Town have shown good faith and done everything possible to complete the project on time.

School Building Project – Ms. Glass reported that the temporary parking lot has been paved and striped. She added that some of the construction fencing around the temporary school has come down. In addition, storage bins were being delivered so that the school can be packed up in preparation for the start of construction in June.

OPEN FORUM:

- Steven Binder of Beaver Pond Road asked how the Town was going to deal with the Governor’s order regarding face covering coming out after Lincoln’s Board of Health issued their own order. Ms. Glass responded that the Board that the Town is going to follow the Governor’s mandate.

ACTION ITEMS:

- Department of Revenue Request – Mr. Higgins said that he was asking the Board to request authorization from Department of Revenue to allow the Town to incur liabilities in excess of appropriation. We are asking this in anticipation of grants. Mr. Craig made a motion to authorize Mr. Higgins to write a letter to the Department of Revenue on behalf of the Board of

Selectmen. 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.

- Audit Representation Letter - Mr. Dwyer made a motion to sign the annual audit representation letter. 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.
- Municipal Relief Act - Mr. Craig made a motion to adopt the provisions of Massachusetts General Law Chapter 44, section 33B the Municipal Relief Act for FY20. 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.
- Council On Aging Appointees - Mr. Dwyer made a motion to appoint Terry Perlmutter and Jane O'Rourke to the Council on Aging Board. 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. The Board thanked them for stepping up to serve on the Committee.

WARRANTS:

- Mr. Dwyer moved to approve signing 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:

- April 27, 2020 - Mr. Craig moved to approve the minutes of the April 20, 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. Dwyer made a motion to adjourn. 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. The meeting adjourned at approximately 8:00 P.M.

Submitted by Peggy Elder

Approved 05/11/20