

**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# 93839894213**  
**Monday May 11, 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  
Valerie Fox – Town Clerk  
Trish Miller – Board of Health Member  
Nancy Marshall – Finance Committee  
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](http://www.lincolntown.org). She noted that this meeting is being recorded and that attendees are participating via video conference.

**ANNOUNCEMENTS:**

- Ms. Glass said that she had driven by the Library and noted the banner they have put up and the "We miss you" signs in the windows. She said that she appreciated that bit of outreach and spirit from the Lincoln library.

**APPOINTMENTS:**

- Superintendent Bella Wong, Lincoln-Sudbury – Ms. Glass reported that Superintendent Bella Wong and Nancy Marshall, FinCom member and liaison to Lincoln-Sudbury, have joined the meeting to discuss three votes that the L-S School Committee is asking the Board to take so that they can continue with a School budget. Because Sudbury has planned their Town Meeting for September and Lincoln's is currently scheduled for mid-June, this leaves L-S in the position of needing to adopt a 1/12<sup>th</sup> month-by-month budget beginning July 1<sup>st</sup>. Ms. Wong reported that the direction she has received is to request letters of affirmation from the Select

Board of both towns that confirm the use of the Regional Agreement for apportionment of the 1/12<sup>th</sup> payments. The letters must be submitted by June 1<sup>st</sup> and the letters govern town payments until both Towns have been able to vote for a FY21 budget. The apportionment method in the Regional Agreement bases each town's payment on a 3-year rolling enrollment average.

Mr. Dwyer made a motion that the Board vote to affirm the alternative assessment method as outlined in the Regional Agreement. Mr. Craig seconded the motion. With no further discussion, it was unanimously approved with a roll call vote: Dwyer: Aye; Craig: Aye; Glass: Aye.

Ms. Wong explained that she was also asking the Board to "take no action" on two appropriations from LS's Excess & Deficiency fund. The first appropriation is to set aside up to \$500,000 for unanticipated expenses related to specialized student services and/or COVID-19 related expenses. These funds would become part of the FY21 budget. Mr. Craig inquired as to the status of the proposed building renovation project for LS Academy, which would help to keep more students in district and on the LS school campus who would otherwise need to be placed out of district for services, thereby saving money for the LS school budget. Ms. Wong indicated that LS Academy is currently serving students at a rented, off site location and that the proposed building renovation project is currently on hold but will be re-visited at a future date. Mr. Craig made a motion to take no action on the appropriation up to \$500,000 from Excess & Deficiency to be used to cover unanticipated expenses related to COVID-19 or specialized student services. Mr. Dwyer seconded the motion. With no further discussion, it was unanimously approved with a roll call vote: Dwyer: Aye; Craig: Aye; Glass: Aye.

Ms. Wong's second request was for the Board to take no action on the appropriation of \$337,500 for a capital project to resurface the LS stadium field. These funds will be earmarked for this specific purpose. The Town of Sudbury will be responsible for funding the other half of the restoration. Mr. Dwyer made a motion to take no action on the appropriation of \$337,500 from Excess & Deficiency to be used to resurface the Lincoln-Sudbury stadium field. Mr. Craig seconded the motion. With no further discussion, it was unanimously approved with a roll call vote: Dwyer: Aye; Craig: Aye; Glass: Aye.

## **DISCUSSION:**

- Public Health Emergency Response – Update

Ms. McGean reported that the number of cases in Lincoln stands at 29, but that there had been another death at The Commons bringing the number of deaths in Lincoln up to 6. She noted that this person had been very ill prior to contracting COVID-19. Ms. McGean reported that she had received an email this morning from the Executive Director of The Commons, Rey LeBlanc, letting her know that they were testing all of the Memory Care and Assisted Living residents today, in addition to some of their associates.

Ms. McGean reported that many people are now seeking anti-body tests. She added that she is getting many lab results back from them and if they are positive, they are being treated as if it were a positive Corona Virus case. This means that she will need to contact each person and tell them they need isolate from family members for 10 days. In addition, she will have to go through the contact tracing protocol and contact all of their close contacts. This is not

always popular and she noted that none of the people she contacted realized that this would be a result of getting the test done. Ms. McGean stated that this does not mean people should not get tested for the antibody test, but they do need to understand what will happen afterwards. If they do not want to have to isolate, they should go and have a swab test done to determine if they have an active case of COVID-19. If the test is negative, they do not need to isolate. These cases will be listed as “probable” cases in our weekly counts on the website. Ms. McGean noted that she was going to put something on the website regarding the antibody testing.

Ms. Miller reported that the Board of Health is meeting this week and that they have several items on the agenda. The Board has invited Mr. Higgins to speak about the upcoming Town meeting as well as the ongoing recovery effort, and how the Board of Health can lend support. If anyone is interested in attending the Board of Health meeting, the Zoom meeting information is on the agenda that is posted on the website.

- Town Meeting – Mr. Higgins reported that the Town is waiting to hear from Governor Baker as to whether or not the State of Emergency will be extended beyond May 18<sup>th</sup>. That announcement will bear heavily on Town Meeting planning as well as the Town’s reopening planning. As far as Town Meeting planning goes, he said that we are moving forward and preparing for a Town Meeting to take place on June 13<sup>th</sup> with a Town Election on June 15<sup>th</sup>. People assigned to the logistics of both the Town Meeting and Town Election are hard at work preparing. Documents are in process and close to being finalized.
- Reopening – Ms. Glass revisited the conversation about putting a group together to look at what it will look like when we are told that we are reopening in some capacity. She said that it is important to find a balance between having all the entities on board and ensuring the process is streamlined enough that it functions well. The Board had a conversation about the purpose and necessity of the group. Ms. Glass suggested that most of the work would continue to be done by staff, but that the group would 1) meet to develop a list of questions; 2) serve as a bridge between staff discussions and the wider community, and 3) plan for a multi-organization meeting (hosted by the Board) to talk about re-opening protocols and expectations. This meeting would include the Town, businesses, and non-profits within the Town. Mr. Craig expressed his concerns about the obligation to abide by open meeting law requirements, that a member of the Board of Health be one of the members of the group, and the overall authority the group would possess in the event of a disagreement.
- Senior Day Proclamation – Mr. Higgins said that the Board, along with its counterpart in Sudbury, had been asked to declare June 7<sup>th</sup> as “LS Class of 2020 Day.” Mr. Craig made a motion to sign the proclamation. Mr. Dwyer seconded the motion. With no further discussion, it was unanimously approved with a roll call vote: Dwyer: Aye; Craig: Aye; Glass: Aye.
- Codman Trust Grant – Mr. Higgins reported that the Town has received a \$25,000 grant to support the Town’s COVID-19 response effort. The Board voiced their appreciation for the Trust’s generosity.
- Liaison Reports -

Oriole Landing – Mr. Craig reported that the Town has heard back from the Department of Housing and Community Development (DHCD) in regard to the request for an extension of the June 30<sup>th</sup> deadline for the 60 units. They will not grant an extension. However, Consigli, the

project builder, has reported that they are on track to be completed with the project by the second week in June, with the first residents moving in by June 20<sup>th</sup>. Mr. Craig added that as it was going to be a close call meeting the June 30<sup>th</sup> deadline, it might be a good idea to enlist our legislative representatives for their assistance. Mr. Higgins reported that he would reach out to them and give them the background of the situation and ask them to be ready to act if it came to that.

New Walkway – Mr. Dwyer reported that he has been getting inquiries from people tending gardens at the Codman Community Gardens about the new walkway that is being installed. This is part of the Town’s Complete Streets project. People have expressed that when installed, this walkway is getting very close to the garden plots and they are concerned about people taking produce from the gardens. Mr. Higgins reported that he has also gotten emails concerning this. The project is very close to going out to bid. It is fully funded by a Complete Streets grant for about \$140,000 and came about after public outreach. Planning and Land Use Director, Jen Burney, is considering taking another look and seeing if the sense of the Town is to continue to support this project.

Minuteman Advisory Group (MAGIC) – Ms. Glass reported that she had listened in to the meeting of the MAGIC subcommittee of the Metropolitan Area Planning Council. It was an opportunity for the Towns to discuss how they were responding to the issues we are all facing. They were discussing much of the same topics that Lincoln is during this time.

Massachusetts Municipal Association (MMA) - Ms. Glass reported that she listened in to the MMA meeting and was pleased to hear that they are really focusing on advocating for not just dates of when to open, but on very specific guidelines about what it means to reopen different parts of government, institutions and business. The MMA wants to ensure that reopening plans include PPE, capacity, cleaning protocols, etc., and that communities are given a clear path forward.

School Building Committee (SBC) – Ms. Glass reported that the committee is meeting this Wednesday night and that the main topic will be a review of the items the SBC had been planning to put before Town Meeting. The Finance Committee is meeting this evening, and the SBC is seeking guidance about the availability of funds in the current COVID environment. She will be submitting a memo to the SBC that includes a recap of the FinCom discussion. She will share the memo with the Board.

**OPEN FORUM:**

- None

**ACTION ITEMS:**

- None

**WARRANTS:**

- None

**MINUTES:**

- May 4, 2020 - Mr. Dwyer moved to approve the minutes of the May 4, 2020 meeting. 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.

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 8:00 P.M.

Submitted by Peggy Elder

*Approved 05/18/20*