

BOARD OF SELECTMEN MEETING MINUTES–Final
Donaldson Room
Monday July 30, 2018
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 re-opened the meeting in open session and reviewed the agenda.

ANNOUNCEMENTS:

- Mr. Craig announced that most of the Route 117/Lincoln Road intersection improvement project has been completed and that they look forward to announcing the full completion of the project soon.

APPOINTMENTS:

- Social Services Organizations – Carolyn Bottum, Director of the Council on Aging, joined the meeting and gave a powerpoint presentation that was an overview of the various social services organizations, both private and public, that serve the residents of Lincoln. She explained that the current human services system in Lincoln is as follows:

Town of Lincoln (Town-Funded)

- 1 FTE Human Services Professional (COA) for residents 60 and older
- 3 hrs/wk Veterans Services Officer (COA)
- 6 hrs/wk Public Health Nurse (BOH/COA)
- \$5,000 grant to Eliot Human Services for Mental Health Services provided in Concord (BOH)
- Police and Fire services
- Parks and Recreation programs and services and scholarship program
- Schools education-related services
- *And other Town departments and committees*

Town of Lincoln (Grant-Funded)

- Jail Diversion (Public Safety)
- Substance Abuse Recovery Coach (Public Safety)
- SeniorSafe (Public Safety)
- Emergency Assistance Fund (COA)

Private Organizations

- Domestic Violence Services Network
- Minuteman Senior Services
- St. Vincent de Paul

- First Parish
- St. Anne's in the Fields Church

Social Services Safety Net

- One-to-one communications on individual residents
- Bi-monthly Lincoln Outreach Group meeting
- "No Wrong Door" Policy

Ms. Bottum reported that there has been a 117% increase in the number of residents requesting help from the Emergency Assistance Fund (6 to 13) and a 137% rise in the amount of support provided (\$4,200 to \$10,700) from FY17 to FY18. She added that there was an increase in the Domestic Violence Services in complexity of cases, especially related to mothers. In addition, the Jail Diversion program had increase in referrals and an increase in complexity.

Lincoln's Service Gaps

- Public Health Nurse: 6 hours/week began July 1st.
- Mental Health Clinics at Lincoln Woods and Bemis Hall: \$2000 to increase Board of Health grant to include clinics at Lincoln Woods and Bemis Hall
- Transitional/Emergency Housing for residents at risk of homelessness until permanent housing can be found. Based on our recent experience, we estimate this would require \$15,000 per year to pay for housing in local motels/hotels.

Mr. Craig moved to support the Lincoln Outreach Group's request to approach the Codman Trust for the funds for the described uses. Ms. Glass seconded. It was unanimously approved.

OPEN FORUM:

- None

TOWN ADMINISTRATOR'S REPORT:

- Oriole Landing—Mr. Higgins reported that since the Board met on June 19th, the Planning Board has met and signed the decision. The 20 day appeal period will end on or about August 15th, at which time the applicant will record the decision and may apply for a building permit.
- Tax Relief Program—Mr. Higgins gave a follow-up to the Board's July 19th discussion. Mr. Higgins and Ms. Glass have been in contact with the other contemplated members of the proposed study group. He added that they plan to schedule the initial meeting sometime in August, and will develop a timeline that results in a report back to the Board in the fall, early enough for any recommended program that requires Town Meeting approval to appear on the Town Meeting Warrant.
- Water Department Transition—Mr. Higgins reported that the Town's Water Department is a Department that is in transition. The Town thanked Greg Woods for his years of good service six months ago when he accepted another position. The Water Commission went through an interview process and hired the new Superintendent, MaryBeth Wiser. He added that Town

Offices has been supportive of the Water Commission and the Superintendent as they move through that transition. The Water Commission is meeting again on August 8th and both he and Ms. Day will be going to the meeting and presenting a progress report.

DISCUSSION:

- Fall Planning Priorities – Mr. Higgins distributed a planning calendar that is specifically for the Special Town Meetings and the State of the Town meetings that are coming up this Fall. There are deadlines that are going to be coming up quickly in September for the October 20th Special Town Meeting and State of the Town Meeting. Mr. Higgins asked for feedback from the Board as to the best way to get the information out to the various Boards that are involved.

Mr. Higgins reported that the pre-meeting deadlines for the October 20th SOTT/STM are going to come up very quickly in September. The Board has begun talking about the SOTT agenda as well as a newsletter that will be published prior to the October 20th meetings. In addition, information will be distributed via the usual public outreach venues.

Mr. Dwyer commented that the School Building Project was obviously on the top of the list of priorities. The Community Center Project is also important, but there is not a lot that can be done on that project currently. Ms. Glass added that it was important to keep that project visible and on the Finance and Capital Planning Committees long range planning. Mr. Dwyer then commented that Marijuana and De Cordova are also important items that have upcoming deadlines. He then added that the Housing Options Working group (HOW) retains importance, requiring vigilance of the proposed Oriole Landing project to stay on track. Mr. Craig reported that the Town is starting to see some of the results of the work of the South Lincoln Planning and Implementation Committee (SLPIC). Improvements are happening around Lincoln Station with more to come.

Mr. Craig emphasized the importance of organizing and planning for the October 20th State of the Town meeting. He added that with the earlier SOTT date this year, there is even less time before the meeting to get things prepared and put out proper notices, etc. He added that the SOTT/STM should be the highest priority at the Board's upcoming meetings.

Ms. Glass commented that the Electricity Aggregation is also a priority. It is a multi tiered process, but it does require attention in the Fall to start its process.. She added that it is important for the Board to be aware of when it needs to be involved in the process..

- Liaison Reports -

School Building Committee (SBC) – Ms. Glass thanked Mr. Craig for coming to the recent SBC meeting. Ms. Glass reported that there is a lot going on with a great deal of decision making happening. At their last meeting, the committee was getting a look at what the outside of the building might look like for the first time. Outside elevations and floor plans are evolving. A great deal of work and decision making happening in a short amount of time. Sustainability discussion as well as the questions about location of mechanical systems were addressed. Ms. Glass added that the meetings going forward are being taped and indexed so that residents can go directly to the topic of interest. Mr. Craig added that the meeting was well attended and that there is plenty of opportunity to have your voice heard. Ms. Glass added

that there will be a public forum in the first half of September and invited everyone to attend.

ACTION ITEMS:

- Selectmen's Newsletter – The Summer edition of the Selectmen's Newsletter is ready for printing. Ms. Glass would forward a color copy for the website and a black and white for printing. The newsletter will be sent out next week town wide.

CORRESPONDENCE:

- Mr. Higgins reported that Chief Kennedy got back to him regarding the parking issue on Goose Pond Road. The neighborhood residents would be notified that the issue is being addressed, but it needed to follow a process and nothing could be done until that was completed.

MEETING MINUTES:

- None

WARRANTS:

- Mr. Craig made a motion to approve and sign the warrants. Ms. Glass 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 8:15 P.M.

Submitted by Peggy Elder
Approved 09/10/18