

**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# 918 3237 5325  
Monday September 21, 2020  
6:30 P.M.**

**PARTICIPANTS:** James Craig, Selectmen Chair  
(Virtually) Jennifer Glass, Selectman  
Jonathan Dwyer, Selectman  
Tim Higgins – Town Administrator  
Trish McGean – Public Health Nurse  
Peggy Elder – Administrative Assistant

**WELCOME & INTRODUCTIONS:**

- Mr. Craig opened the meeting at 6:30pm 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 publicly accessible physical location and it allows bodies to meet entirely remotely so long as there is reasonable public access. Mr. Craig 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. He respectfully asked that the public participants keep their video and microphones off until that time. Mr. Craig 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). He noted that this meeting is being recorded and that attendees are participating via video conference.
- At 7:15 pm, Mr. Craig reported that they are returning to Open Session from their executive session in accordance with MGL, c. 30A, s. 21 to hear a complaint against a public officer, employee, staff member or individual.

**ANNOUNCEMENTS:**

- None

**APPOINTMENTS:**

- Lincoln Scholarship Committee – Mr. Craig welcomed Lincoln Scholarship Committee members Nancy Marshal, Carolyn Dwyer, and Barbara Slayter. He noted that Rob Todd and Lucia McMahan were also in attendance.

Mr. Dwyer said that this evening the Board is voting to establish a scholarship in Harriet Todd's name. He noted that Mrs. Todd, a former Selectman, had died two years ago and left a very

generous bequest of \$500,000 to the town. She left it up to the Board of Selectmen to use the bequest in ways they thought best benefitted Lincoln. A few months ago, the Board was able to honor her memory by authorizing \$255,000 to be used to fund the interior renovation of the Lincoln School Auditorium as part of the school building project. Mr. Dwyer said that it was a fitting gift as Harriet and Rob spent many Saturdays at Town Meetings in the auditorium over the years. Mr. Dwyer explained that the gift would pay for new seating, carpeting, and stage panels. In addition, \$20,000 of the gift will be used for new trees to be planted at the end of construction. This evening the Board will authorize the remaining \$225,000 of the gift to be used for a Scholarship Fund that honors Harriet's long-term support for education, environmental concerns, and her work with the Women's League of Voters. Ms. Carolyn Dwyer commented that through this bequest, Harriet will continue to support students as they follow their educational path. She added that prior to now, due to limitations of current scholarships, they have not been able to help Lincoln School students who did not live in Lincoln. This scholarship eliminates this problem. Nancy Marshall and Ms. Dwyer then read a brief remembrance of Harriet that introduces the scholarship document.

Mr. Dwyer made a motion to approve the proposal to establish the Harriet Todd Scholarship Fund. Ms. Glass seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Glass: Aye; Dwyer: Aye; Craig: Aye.

## **DISCUSSION:**

- Public Health Emergency Response – Update - Public Health Nurse Trish McGean reported that the Town has had 48 confirmed cases since the beginning of the crisis. She noted that school started last week and “so far, so good.” She added that she had been at The Commons helping them to get all of their staff tested. There are still some outstanding test results, but so far all have been negative. She reported that there was a case at the Concord Middle School. The seating charts from the teachers enabled them to contact trace and get in touch with everyone involved. The process went seamlessly as planned and Ms. McGean is confident that if this happens in Lincoln it will go just as smoothly.
- Diversity Round Table Series Planning – Mr. Craig reported that the Diversity Round Table Series kicks off tomorrow night. Ms. Glass noted that there are currently 60 people registered for the meeting and that many, when they registered, offered thanks to the Town for offering this opportunity to begin a conversation. She added that any questions that were submitted have been forwarded to Chief Kennedy, Mr. Dwyer, and Mr. Higgins.
- Liaison Reports:  
HATS – Mr. Dwyer reported that the committee met last week, and State Rep. Tom Stanley was in attendance to provide update state legislative statuses. He added that one question they asked him was about the state budget. They completed the budget through the end of the calendar year, but that it will be revised at the end of October. It currently reflects a \$5 billion deficit, but that may change after October. The good news is that local aid has been level funded including the Cost of Living Adjustments. Chapter 70 was also level funded. Mr. Dwyer reported that Planning Board members, Bob Dominitz and Steve Gladstone, volunteered to be non-voting members of HATS.

CAPCOM – Mr. Dwyer reported that the Capital Planning Committee is back in session and will be holding its first meeting on Wednesday.

BPAC – Mr. Dwyer reported that the Bicycle and Pedestrian Advisory Committee met with the Roadway and Traffic Committee last week to orient the RTC members on the advisory shoulders idea that was discussed at the Board's meeting last week.

Roadway Concerns – Ms. Glass reported that after her last listening session that someone had asked about the long-range capital investment of the Town roadways. This person also attended her latest session and was asking about a long-range tree maintenance plan.

Town Meeting – Ms. Glass reported that at her listening session a resident expressed disappointment that citizen's petitions that had been planned for March will end up being delayed by a year.

SLPAC – Mr. Craig reported that they had the first meeting of the South Lincoln Planning Advisory Committee last Friday. It was more of an introductory meeting and included appointing a committee Chair. This year's Chair is Gary Taylor from the Planning Board. Mr. Craig added that it was a good kick off meeting as it maximized public engagement. He noted that it will be a tight timetable to ramp up for State of the Town and would like to have one of the SOTT sessions focus on Lincoln Station. A more town-wide conversation is their goal.

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

- Mr. Higgins reported that the upcoming week was going to be a busy one with the first of the Diversity Round Table events.
- Mr. Higgins reported that he is continuing to pursue maximum reimbursement from both the State and Federal Governments for COVID related expenses. He thanked Finance Director Colleen Wilkins and Fire Chief Brian Young for their efforts above and beyond tracking these expenses right from the beginning of the pandemic before there was any clear guidance about it.
- Mr. Higgins reported that he is keeping close attention to the public health situation and how the circumstances evolve in the coming weeks and months. He added that he wanted to assure the Town residents and his staff that as circumstances change, we will flex with them adding that we have add great support from the Board and if things change in an unhealthy way they will be ready to make changes. He also noted the continued collaboration with the Board of Health over the course of the Town's re-opening.

#### **OPEN FORUM:**

- None

#### **ACTION ITEMS:**

- None

**CORRESPONDENCE:**

- None

**WARRANTS:**

- None

**MINUTES:**

- None

Ms. Glass made a motion to adjourn. Mr. Dwyer seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Glass: Aye; Dwyer: Aye; Craig: Aye. The meeting adjourned at approximately 8:20 P.M.

Submitted by Peggy Elder  
*Approved October 5, 2020*