

**BOARD OF SELECTMEN MEETING MINUTES– Draft**  
**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 October 5, 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  
Chris Bibbo – DPW Superintendent  
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.
- Mr. Craig made a motion to enter into executive session in accordance with MGL, c. 30A, s. 21, Exemption # 3, "To discuss strategy with respect to litigation if an open meeting may have a detrimental impact on the litigation position of the position of the public body". Ms. Glass seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Craig: Aye; Dwyer: Aye; Glass: Aye.
- 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, Exemption 3 "To discuss strategy with respect to litigation if an open meeting may have a detrimental impact on the litigation position of the public body."

**ANNOUNCEMENTS:**

- None

## **APPOINTMENTS:**

National Grid Public Hearing – Mr. Craig read the following Public Hearing Notice: “The Board of Selectmen of the Town of Lincoln will conduct a public hearing on Monday evening, October 5, 2020 at 7:00 pm, in response to a petition by National Grid to install and maintain approximately 2173 feet more or less of 12-inch gas main in Concord Road, Lincoln from the Concord Town line Walden Street to pole 7/16, all of which to replace and abandon the existing 8-inch gas main in Concord Road, Lincoln. This will be a Virtual Meeting Pursuant to Governor Baker’s March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law. Plans are available for review in the Selectmen’s Office.”

Mary Mulronev was representing National Grid for the proposed Concord Road project. Mr. Higgins noted that a grant of location request is generally a pretty straight forward process. However, the proposed National Grid gas main upgrade has been a challenge for the DPW to evaluate and comment on. It is a significant project involving the installation of a new main in Concord and Lincoln along a long stretch of Route 126 (Concord Road). DPW Superintendent Chris Bibbo has been consulting with his counterpart in Concord to share views on what mitigation would be reasonable. He noted that they would prefer that National Grid be required to remove the old main as a condition of the permit to allow them to install the new main on the other side of the road. He noted that both Lincoln and Concord DPW Superintendents would prefer removal or filling of the old main to avoid: 1) the potential of collapse and roadway sinkholes, and 2) unnecessary underground “clutter” of utilities within the public right of way. Representatives from National Grid noted that this is not standard practice, and also noted that for a limited time after installation they are responsible for repairing sinkholes. The Board asked about the hours of the day during which work will be done. National Grid said they were considering night work and the Board requested that they coordinate with our public safety team to determine the best time to perform work. There were no questions/comments from members of the public.

Mr. Dwyer made a motion to approve the National Grid application for grant of location to install and maintain approximately 2173 feet more or less of 12-inch gas main in Concord Road, Lincoln from the Concord Town line Walden Street to pole 7/16, all of which to replace and abandon the existing 8-inch gas main in Concord Road, Lincoln subject to the Department of Public Utilities road maintenance requirements and hours set by Lincoln’s Chief of Police. Ms. Glass seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Craig: Aye; Glass: Aye; Dwyer: Aye.

Rural Land Foundation/Lincoln Land Conservation Trust – Michelle Barnes, Chair of the Rural Land Foundation (RLF) Lincoln Land Conservation Trust (LLCT) is in attendance to discuss the future of the Mall at Lincoln Station. Ms. Barnes stated that the Mall at Lincoln Station has been managed over time not to maximize profit, but to create a vibrant Town Center supportive of Lincoln’s values of conserving rural character and green open space, in keeping with the mission of the RLF, and to serve Lincoln’s basic retail needs. For many years, there has been a clear downward trend in local retail malls, so even before the recent extraordinary macroeconomic shock brought about by the pandemic, the RLF has come to believe that preservation the Mall in its current state indefinitely is untenable. As such, the RLF believes that it is important to explore many approaches to revitalizing the Mall, both in the near-term and in the longer-term, one of which is the potential redevelopment of the Mall as a mixed-use Town Center.

A major consideration in potential redevelopment is how best to solve the problem of sewage treatment. Currently, the sewage services at the Mall are provided by The Community Builders

(TCB) which owns Lincoln Woods. Prior to leasing these services from TCB, the RLF had its own septic system which too frequently failed. If every Lincoln Station landowner who wanted to develop their property in the future satisfied their sewage treatment needs on their own premises, there would be significant economic and operational challenges that would impede such development, and important economies of scale would be lost. Developing a viable sewage treatment solution supportive of such development at the Mall as well as the broader Lincoln Station area is a crucial first step to any potential redevelopment. The RLF reiterated their concerns from their letter provided to the BOS in the Spring and encouraged the Town to evaluate potential solutions to this sewage treatment problem. The Board then entertained questions and comments from members of the public and Planning Board concerning the need and scope of a potential septic report, as well as whether the process should be led by the BOS, Planning Board through SLPAC, or some other special purpose committee. Mr. Craig concluded by requesting that the BOS and Planning Board each discuss this issue further at their regular board meetings and that a further joint meeting be scheduled.

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

- Round Table #2 – Mr. Higgins reported that the professional staff look forward to joining the Board for the round table discussion on Wednesday night. The fact that the Board is hosting these discussions is triggering some momentum around Town. There is a lot of self-reflection already happening. Something that has come about from the discussion is that it has brought about meaningful conversations within the Town Offices at the department level as to how we can be more inclusive and involve a broad cross section of residents within Town Government and through our services. As a result of those conversations, we learned that COA Director Abby Butt has a great deal of professional background, training, and insight into the topic of diversity and inclusion. Mr. Higgins reported that he was going to be putting together a working group made up of the Town staff and leadership focused on diversity training and reflection as well as training on implicit bias. In collaboration Mr. Higgins along with Abby Butt, Chief Kevin Kennedy and Assistant Town Administrator are really digging in and educating themselves on the subject matter. He will keep the Board updated on their progress.
- Diversity of Need Level – Mr. Higgins reported that one thing that they are looking into the diversity of need that exists in Town and the support needed. He referenced a report that he received from the people who run the food pantry. He added that it was really eye-opening.
- Water Bonds – Mr. Higgins reported that at an upcoming meeting he and Finance Director Colleen Wilkins will be asking the Board to sign the Bonds for the Water Department Project that was approved by Town Meeting. He added that they would be having a bond rating call later this week. He did not know what the results of that call would be, but he was looking forward to sharing with the rating agency the work that has been done by the Water Board and Staff partnership over the past few months.

#### **DISCUSSION:**

- Public Health Emergency Response – Update - Public Health Nurse Trish McGean reported that the Town added 3 new cases last week. She said that all three cases came from the

same household and only person is still in isolation. Ms. McGean noted that there were two new cases at the Hanscom campus, adding that she is working with the Bedford Board of Health and the Hanscom Board of Health on those cases. There have been no new cases at the Lincoln Schools. She also noted that the Commons has had no new cases. They recently completed testing 100% of the staff and all were negative. Going forward, the skilled nursing staff will be tested weekly. Thirty percent of the other staff gets tested every two weeks. On October 14<sup>th</sup> there will be a Flu clinic for school and town staff. The Council on Aging is holding a drive through flu clinic which, she noted, will be a good practice run for when the COVID vaccine is ready to be used.

- Diversity Roundtable Series Planning – Mr. Craig reported that the event will run from 7:00-9:30PM, but the hope is to keep presentations on a tight schedule as the Vice Presidential debate starts at 9:00PM.

- Liaison Reports:

Police Ride Along – Mr. Dwyer reported that he went on his ride along last Friday evening with Sergeant Anthony Moran and Sergeant Jon Wentworth. He noted key takeaways such as the cruiser inventory which is a complete checklist of everything that needs to be in the cruiser when it leaves the station. They use it as preparedness, but also a way of cruiser maintenance. He also noted that the radio system is definitely lacking and needs to be better.

South Lincoln Planning Advisory Committee (SLPAC) – Mr. Craig reported that they had a meeting last week to review the charge and address how to have consistent public outreach.

#### **OPEN FORUM:**

- None

#### **ACTION ITEMS:**

- Scarecrow Classic Road Race - Ms. Glass made a motion to approve the westbound lane road closure on Codman Road for the road race on the morning of October 18th. 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.

#### **CORRESPONDENCE:**

- Congratulations to the Lincoln-Sudbury Environmental Club for getting their article about plastics reduction warrants published.

#### **WARRANTS:**

- Ms. Glass made a motion to authorize Mr. Dwyer to sign the warrants. Mr. Craig seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Glass: Aye; Dwyer: Aye; Craig: Aye.

## MINUTES:

- August 24, 2020 - Ms. Glass made a motion to approve the minutes of August 24, 2020. 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.
- September 14, 2020 - Ms. Glass made a motion to approve the minutes of September 14, 2020. 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.
- September 21, 2020 - Ms. Glass made a motion to approve the minutes of September 21, 2020. 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.

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 9:04 P.M.

Submitted by Peggy Elder  
*Approved 11/02/20*