

**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 October 19, 2020
5:30 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 5:30pm 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. 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 effect on the litigating position of the public body and the chair so declares. 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 6:30 pm, Mr. Craig reported that they were 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:

- Mr. Craig congratulated the Lincoln Land Conservation Trust and Rural Land Foundation for a very successful socially-distanced Scarecrow Classic road race on Sunday.

APPOINTMENTS:

Bicycle and Pedestrian Advisory Committee (BPAC) – Bob Wolf thanked the Board members for their time to update them on their work regarding advisory shoulders on Baker Bridge Road. The

initiative for protection of roadway users, both bicyclists and pedestrian in Lincoln stems from two deaths in Town in 2016. A previous study by the temporary Cycling Safety Advisory Committee (CSAC) recommended a permanent ongoing committee which is what BPAC is. BPAC is working on a masterplan to improve the safety of the roads for all road users. As part of that project, they conducted a town wide survey. Ginger Reiner explained the findings from the survey. It was done about a year ago, sent town wide, and was open for 3 weeks. They received 250 responses. Sixty three percent of parents would like their children to walk or bike to school more frequently but feel some part of the route from their home to the school is unsafe. Fifty three percent of adults would like to walk or bike more often themselves, but again they find safety an impediment. The last part of the survey asked if there was anything that they would like to ask the Committee. One hundred people had something that they wanted to ask them. Most questions were concerning safety citing lack of shoulders, lack of bike space, narrow roads, and high car speed.

1. How to protect vulnerable road users (VRUs) Part One?

- Two complementary goals for a master plan.
 - Connect neighborhoods safely and with low stress to the town core for VRUs.
 - Ensure safe bike routes to adjacent Towns, especially to rail trails.
- Infrastructure plan is complex and potentially high cost.

The Committee has decided to start by looking at Baker Bridge Road. The reason being that it is a connecting road with typical neighborhood density. In addition, there is little neighborhood bicycling or pedestrian use. Neighborhood resident John Ferris shared his view of living on the road and noted that he is very supportive of bike/pedestrian safety for this road.

2. How to protect vulnerable road users (VRUs) Part Two?

- With design and surface standards for major roads such as Rte. 117, Rte.126 and Trapelo Road. This would include standards both for reconstruction and maintenance and include remedies if the standards are not met.

Mr. Wolf reported that they wish to explore a low cost approach for minor connecting roads with a pilot of advisory shoulders. Advisory shoulders (AS) create a useable shoulder for bicycles and pedestrians and are marked by dashed road markings. Originally developed in Europe, AS have been used in multiple New England locations where they have been shown to reduce vehicular speed, are safe and low stress for VRUs, are safe for cars, and relatively inexpensive. How are we moving ahead?

1. A task force to oversee design to include Kevin Kennedy (Public Safety), Chris Bibbo (DPW), David Loutzenheiser (MAPC), Peter Furth, and Milad Tahmasebi (Northeastern College of Engineering), and BAPC. The Northeastern engineers have produced a draft design using advisory shoulders for the entire length of Baker Bridge Road. The task force supports most of the design, but not for the reverse curve, on which work continues.
2. Neighborhood outreach via initial networking and upcoming neighborhood Zoom meeting. Targeting a sanctioned pilot for Spring 2021.

Mr. Craig suggested that BPAC make a presentation on night one (November 17th) of the State of the Town (SOTT). The committee members agreed that they would like to be able to do that.

TOWN ADMINISTRATOR'S REPORT:

- Storm/Power Outages – Mr. Higgins noted that more than 60% percent of the Town was without power, a number of roads were blocked – several of them were for more than one day. This created access issues for public safety and inconvenience for the residents. He added that after an event like that they have what Chief Kennedy calls an after-action meeting, which has been scheduled. He will be reporting back to the Board after this meeting. In addition, he noted that when there is an event like this storm, the Board members and Town staff receive emails and calls from residents. Mr. Higgins explained what has been done over the years to improve things. About ten years ago after a number of similar events, the Town called a meeting with Eversource. They discussed infrastructure in Lincoln, including: where do the feeds come in; where are the substations out of; where do crews dispatch from; how many communities do they serve; what is the protocol and response plan. Mr. Higgins stated that he felt that the meeting was valuable in that it improved the Town's knowledge base. In addition, working with DPW Superintendent Chris Bibbo and Tree Warden Ken Bassett, they tried to streamline and rationalize the tree pruning and tree removal process and included Eversource in those conversations. In addition, the DPW has been hiring outside tree service contractors to augment their tree maintenance in the Town.
- Body-worn Cameras – Mr. Higgins reported that Chief Kennedy will be attending the Board's November 2nd meeting to explain his capital request for body and dash cameras.
- Water Operators – Mr. Higgins reported that despite significant focus and effort, the Town continues to have difficulty finding qualified water operators. In spite of the Water Department staff budget having the funds for a fourth water operator, the position has remained vacant. He added that they have recently reached out to Minuteman High School to try and recruit through their alumni network, and to explore a potential apprenticeship program.
- Water Bonds – Mr. Higgins reported that he and Finance Director Colleen Wilkins participated in the rating call with S&P last week. He added that he expects to receive the results next week so that the official statement can be prepared in time for the Board to sign at their November 2nd meeting. The bond amount is \$2,247,000 (March, 2019, November, 2019, and June, 2020 town meeting votes) for various water plant and Tower Road well improvements.
- Bemis Hall Rodent Problem – Mr. Higgins reported that they had a professional mitigation firm come in and that they are adhering to the recommended plan and are coordinating with the Facilities and Council on Aging. Monies required will be made available and will go to the Finance Committee if the budgets get strained. Mr. Higgins noted that part of the problem is that the building has not been as occupied as it typically is.

DISCUSSION:

- Public Health Emergency Response – Update - Public Health Nurse Trish McGean reported that the total Town cases is 53 with one in isolation. She added that there were two positive cases at Lincoln-Sudbury HS over the weekend and the school has been closed today for contact tracing and will reopen tomorrow. The Lincoln School has had one case, but they are

returning to school tomorrow and the close contacts will be returning at the end of the week. She added that there were also two cases at the Hanscom school, but they have finished their isolation. Ms. McGean reported that last week they held a flu clinic for the school and town staff. This Wednesday they are doing a 65+ drive up clinic at Lincoln North with roughly 100 people signed up for it. An additional 25 people will be visited at their homes for their flu shot as they are unable to leave their home. As a result of a great deal of interest, Ms. McGean reported that she will be partnering with Walgreen on November 9th to hold a Town wide flu clinic for ages 3 and up. Assistant Town Administrator Dan Pereira will be setting up the registration process.

- Diversity Roundtable Series Planning – Mr. Craig reported that the 3rd of the roundtable discussions will be happening on Wednesday night. Ms. Glass noted that there was a lot of feedback and conversation from the second evening including long-term planning items such as housing as well as filling short term emotional needs of the community. She added that some people were interested in the structural long-term issues while others were more interested in the day-to-day experiences of those who live, visit, or work here in Lincoln.
- Lincoln Station Septic – Mr. Craig noted that at the last meeting the Rural Land Foundation, Planning Board, and the South Lincoln Planning Advisory Committee discussed the ongoing septic issues in the South Lincoln area. At the end of the meeting the question that remained was whether this type of study something that the BOS or SLPAC should lead. Mr. Craig stated that he felt that this study falls under the charge of SLPAC and the Board generally agreed.
- Liaison Reports:
 - Capital Planning – Mr. Dwyer reported that Lincoln’s CapCom Chair, Audrey Kalmus, is going to reach out to her counterpart in Sudbury to see if they can synch up their calendars going forward. The idea would be to get Lincoln-Sudbury to be at the beginning of Sudbury’s calendar which would have it at the end of Lincoln’s calendar.
 - School Building Committee – Ms. Glass reported that they had met last week. Pretty routine business. Lots of changes happening on the campus.
 - Listening Session – Mr. Dwyer reported that last Friday he held a listening session and he had two attendees. One person stated that they were very interested in reviving the discussion of the Community Center. Another person was very interested in a walking path near Codman Farm.

OPEN FORUM:

- Septic Study – Gary Taylor reported that the SLPIC group had been in contact with CBM to update their studies from years ago. One of the reasons that the study didn’t move forward was because of the interest in considering alternatives to the the Community Builder’s (Lincoln Woods) site. He added that the scope of the study should be front and center as SLPAC moves forward.

ACTION ITEMS:

- Presidential Election Warrant - Mr. Dwyer made a motion to sign the November 3, 2020 Presidential election warrant. 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.
- Call Firefighter Appointment - Mr. Dwyer made a motion to appoint Finnian McMillan to Call Firefighter. 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.
- Cultural Council Appointments - Ms. Glass made a motion to appoint Wanda Paik, Sally Kindleberger, and Diane Climo to the Lincoln Cultural Council for a three-year term to expire in 2023. Mr. Dwyer seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Craig: Aye; Dwyer: Aye; Glass: Aye.

CORRESPONDENCE:

- Ms. Glass noted that she has had several residents contact her regarding political signs. She added that it is upsetting and frustrating when signs are destroyed or removed from places where they are permitted. She reached out to the Lincoln Democratic Town Committee and the Lincoln Republican Committee to see if they would like to join with the Board to send out a joint statement to the residents of the Town underscoring that when people put signs on their private property or in permitted public locations, it is an expression of free speech and our personal political beliefs. She was glad to hear back from both parties and asked if she could sign on behalf of the Board. The Board agreed she could.

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: Craig: Aye; Dwyer: Aye; Glass: Aye.

MINUTES:

- None

Mr. Craig made a motion to adjourn open session and enter into Executive Session in accordance with MGL, c. 30A. s.21, Exemption #1, To discuss the discipline or dismissal of, or complaints or charges brought against a town employee. Mr. Dwyer seconded the motion. With no further discussion, the motion was approved unanimously with a roll call vote: Craig: Aye; Dwyer: Aye; Glass: Aye. The meeting adjourned at approximately 8:00 P.M.

Submitted by Peggy Elder
Approved 11/09/20