

**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 April 5, 2021
6:30 P.M.**

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

WELCOME & INTRODUCTIONS:

- Mr. Craig opened the meeting at 6:30 pm 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.

ANNOUNCEMENTS:

- Mr. Dwyer noted the passing of Lincoln resident Astrid Glynn. He added that he wanted to highlight her lifetime of public service including work with the Massachusetts State School Building Authority and New York State Transportation Commissioner. Most recently she was the Massachusetts State Transportation Railway and Transit Administrator. He added that he wanted to acknowledge her long tenured focus on the public good extending his sympathies to her family.
- Mr. Craig extended his thanks to the Town Clerk and her staff and volunteers for their hard work during the recent Town Election.
- Mr. Craig congratulated those residents who raised their hands to volunteer to work on all of the Town boards and committees, extending special congratulations to Jennifer Glass for her re-election to the Board of Selectmen.

APPOINTMENTS:

- Planning Board Town Meeting Preview – Paula Vaughn (Director of Planning and Land Use), accompanied by Margaret Olsen (Planning Board Chair) and Nick Cristofori (engineering consultant), are in attendance to preview the two Planning Board Articles that appear on the Town Meeting Warrant:
 - Article # 26 – Proposed Accessory Apartment Bylaw amendment - The Planning Board believes that accessory apartments can help expand housing opportunities in the community. The bylaw amendment attempts to do this by making it easier for people to qualify by eliminating the ten-year age of structure requirement. To ensure that any increase in accessory apartments can be reasonably absorbed, the Planning Board is proposing a cap of 5% of all residential units. There are currently 64 permitted Accessory Apartments. The cap would allow this number to double. The revised bylaw would also set a 30-day minimum rental period for accessory apartments.
 - Article #27 – Proposed Stormwater Bylaw. The Board of Selectmen is aware that the Stormwater Management Team has been working for four years to develop and implement a plan to keep the Town in compliance with Federal regulations. Had COVID not intervened, we would have asked Town Meeting to approve the Stormwater Bylaw last year. The bylaw Ms. Vaughn previewed is 1) a legal requirement, and 2) effectively a restatement of several existing town bylaws and regulations. The main new change kicks in whenever a property owner is doing a project that disturbs more than one acre of land. In such cases, the owner must seek a permit from the Town and comply with the new Federal requirements.

Ms. Glass made a motion to support the proposed Accessory Apartment Bylaw amendment – Article #26. 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.

Mr. Dwyer made a motion to support the proposed Stormwater Bylaw – Article #27. 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.

- Historic District Committee – Andrew Glass joined the meeting. He presented the following three Historic District Commission/Brown’s Wood Historic District articles:
 1. Addition of 126 Old Concord Road to the Historic District.
 2. Addition of 11 Moccasin Hill Road to the Brown’s Wood Historic District.
 3. Vote to correct clerical error in relationship to 2019 Town Meeting vote to add properties to the District. In this case an incorrect Map/Parcel number was cited in the motion. Will appear on Consent Calendar due to routine nature.

Mr. Glass explained the criteria and the process that must be followed in order for properties to be added to the District(s). He noted that joining the Historic District Commission is a completely voluntary act. These additions require a 2/3 vote to be approved at Town Meeting.

Ms. Glass made a motion to support the two proposed additions to the relevant Historic Districts proposed by the Historic District Commissions. 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.

- Council on Aging (COA) Zoom Bombing Incident – Abby Butt, COA Director joined the meeting to discuss the Zoom bombing incident that took place during a recent COA Board meeting. Mr. Craig noted that after he had heard about the disturbing incident, that he and the other Board members wanted her to come and meet with them to discuss what had happened. He added that it would be a chance to examine ways to prevent this type of thing from occurring in the future. Ms. Butt reported that they were having their monthly meeting and were just about finished when some new people joined the waiting room. She let them in, per open meeting law, but realized quickly they were being zoom bombed with racial slurs, violent pornographic language along with loud disturbing music. Ms. Butt acted quickly to eject the bombers from the meeting and has consulted with Michael Dolan (IT Director) about security protocols to help avoid the problem in the future. Some of the Board members did hear and process what was transpiring; others did not due to the chaos (which included loud music). Ms. Butt invited a volunteer counselor to join the debrief to help people feel comfortable expressing their reactions. The incident was especially traumatic for an African American COA Board member. The debrief included a particularly open and helpful discussion about how white participants experiencing such incidents might respond, in the moment, to ensure that BIPOC (Black, Indig colleagues, and People of Color) feel supported. It is important to immediately acknowledge the event and to offer the opportunity for the group to process and reflect.

TOWN ADMINISTRATOR’S REPORT:

- Annual Town Meeting – Mr. Higgins reported that the deadline to sign the warrant is April 19th. Since the Board is not meeting until after the deadline, he asked the Board to consider scheduling a meeting on April 15th to sign the warrant.
- Mr. Higgins shared a list of Article revisions –
 - Article #s 7 & 8 (Capital Projects) – Funding sources have been clarified
 - The Fire Engine Refurbishment has been folded in under main CapCom article #7
 - All subsequent Articles renumbered.
 - Article #20 (Cable Funds) – A new article to provide the agreed upon second installment of funds in support of the school auditorium improvements.
 - Article #24 (BOS Name Change) – Same concept just revised language from Town Counsel which ensures that the changes will be recognized throughout the bylaw.
 - Article #s 34 & 35 (Solar Tax Agreements) – Mr. Higgins noted that recently that we needed to get Town Meeting authorization for the BOS to negotiate payment in lieu of tax agreements with the private solar developers who will design, install, own, and maintain the solar infrastructure on the Lincoln campus and at Minuteman High School. He added that he had been working with Buck Creel, Administrator for Business and Finance for the Lincoln Public Schools, Town Counsel and Beth Greenblatt, our solar consultant. A bill pending before the Governor may make this unnecessary, but we are planning to get Town Meeting authorization regardless.

- Article #36 (Climate Petition) – The petitioners contemplated passing over given the recent changes in federal policy (i.e., President Biden’s decision to rejoin the Paris Accords). However, the petitioners wish to present their article with a focus on the fourth element of their platform (i.e., Directing town boards and committees to collaborate to adopt and implement measures to reduce carbon footprint and to lay the groundwork for developing a town Net Zero plan.
- Motions – Mr. Higgins reported that the First draft is complete. He added that they have been working with Town Counsel to ensure that they read as the writer intended them to.
- Article Previews – Mr. Higgins reported that all key presenters have been scheduled for an April/May discussion with Board of Selectmen.
- Virtual Presentation Series – Mr. Higgins reported that a memo has been distributed to boards, committees, and petitioners with guidance about the process and timeline for virtual presentations in advance of Town Meeting. He added that he will confirm the plan for a virtual introduction to Town Meeting that he, the Moderator, and a member of the Board will prepare and post to the Town Meeting web page.

DISCUSSION:

- Public Health Emergency Response Update – Public Health Nurse Trish McGean reported that the case numbers are at 172 which is concerning because this includes 9 new cases since April 1st. Last week a staff member at the Lincoln Pre-school tested positive. Another staff member subsequently tested positive as well as two students. The Public Health Team met over at the school and decided to close it as there are too many close contacts involved and results are still coming in. Ms. McGean noted that she is seeing this in the other towns she deals with and that we are definitely not over COVID. She added that if you are fully vaccinated but showing symptoms you should get tested. This trend is concerning.

The good news is that Lincoln has finished its immunization clinics. They vaccinated two hundred residents in Town including 20 home visits. She thanked the entire Public Health Team for their hard work and making the clinics run so smoothly. She offered special thanks to Lieutenant Sean Kennedy who works in collaboration with Abby Butt of the COA. During his overnight shifts, Lt. Kennedy helped many people sign up for their vaccines.
- Inclusion, Diversity, Equity, & Anti-Racism – Mr. Craig reported that the Town has received several volunteer applications for the committee.
- Annual Reappointments - The vacancies on several Boards were discussed and it was decided to post the openings again to all the usual local news outlets as well as the Town. Ms. Glass made a motion to approve the slate of reappointments as presented with the edit to the HATS appointees. 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.

- Liaison Reports:

Newsletter – Ms. Glass reported that the Board has the most recent draft of the newsletter. She asked for any additions be sent to her as soon as possible as the Board will need to approve it at their meeting on April 26th.

School Building Committee – Ms. Glass reported that there is an SBC meeting on April 14th.

MAPC - Ms. Glass reported that she will be attending the MAPC Legislative Breakfast tomorrow. She noted that Sen. Mike Barrett will be in attendance along with other representatives and senators from the region.

Multi-Town Gas Leak Meeting – Ms. Glass reported that she will be attending the next meeting of the Multi-Town Gas Leaks initiative, which is a joint collaboration between MAPC, HEET, town staff and officials, and National Grid.

South Lincoln Planning Advisory Committee (SLPAC) – Mr. Craig reported that he attended the SLPAC meeting last Friday where they made progress on the creation of the public survey concerning zoning changes for the Lincoln Station area. He added that members of the committee have proposed a formal vote to decide on the scope of any zoning changes they are going to propose for this area..

OPEN FORUM:

- None

ACTION ITEMS:

- Completed previously in meeting.

CORRESPONDENCE:

- None

WARRANTS:

- Ms. Glass made a motion to approve the warrants dated April 5, 2021. 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.

MINUTES:

- Minutes for February 22, 2021 - Ms. Glass made a motion to approve the minutes of February 22, 2021. 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.

Mr. Dwyer made a motion to adjourn. 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.

The meeting adjourned at approximately 8:40 P.M.

Submitted by Peggy Elder
Approved 04/26/21