

**REPORT**  
**of the**  
**OFFICERS AND COMMITTEES**  
**of the**  
**TOWN OF LINCOLN**  
**FOR THE YEAR 2018**



**LINCOLN, MASSACHUSETTS**

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## TOWN INFORMATION

<i>First Settled</i>	1650-1680
<i>Town Incorporated</i>	1754
<i>Town Area</i>	14.56 square miles
<i>Population</i>	6796 (including Hanscom AFB)
<i>Registered Voters</i>	4810 (including Hanscom AFB)
<i>Type of Government</i>	Town Meeting
<i>2018 Annual Town Meeting</i>	March 24, 2018
<i>2018 Annual Election of Officers</i>	March 26, 2018
<i>FY 2018 Tax Rate =</i>	<i>Residential</i> \$13.60 <i>Commercial</i> \$17.88
<i>FY 2019 Tax Rate =</i>	<i>Residential</i> \$14.03 <i>Commercial</i> \$18.44

## MUNICIPAL AND SCHOOL OFFICES

<b>DEPARTMENT</b>	<b>OFFICE HOURS</b>	<b>PHONE</b>
<b>TOWN OFFICES</b>	Mon-Fri 8:30 AM – 4:30 PM	781-259-2600
16 Lincoln Road		(main Phone #)
Accounting & Finance		781-259-2608
Town Administrator		781-259-2601
Assessors		781-259-2611
Building Inspector		781-259-2613
Collector/Treasurer		781-259-2605
Conservation		781-259-2612
Health, Board of		781-259-2614
Housing Commission		781-259-2614
Historical Commission		781-259-2614
& Historic District Comm.		
Planning		781-259-2610
Selectmen, Board of		781-259-2601
Town Clerk		781-259-2607
Zoning Board of Appeals		781-259-2615

**COUNCIL ON AGING**

Mon-Fri 8:30 AM – 4:30 PM

Bemis Hall

15 Bedford Road

781-259-8811

**PUBLIC SAFETY**

169 Lincoln Road

Emergencies

911

General Business

781-259-8113

**PUBLIC WORKS**

30 Lewis Street

Mon-Fri 7:00 AM – 3:00 PM

781-259-8999

Transfer Station (Rte 2A)

Wed & Sat 7:00 AM - 3:30 PM

**WATER DEPARTMENT**

Mon- Fri. 7:00 AM – 3:00 PM

Pumping Station, 77 Sandy Pond Road

781-259-8997

Filtration Plant, 80 Sandy Pond Road (manned daily)

781-259-1329

**RECREATION**

Ballfield Road, Hartwell Campus

781-259-0784

**LINCOLN PUBLIC SCHOOLS**

Ballfield Road

781-259-9400

Smith School (K – 4)

781-259-9404

Brooks School (5 – 8)

781-259-9408

Superintendent

781-259-9409

Business Office

781-259-9401

**LINCOLN SUDBURY REGIONAL DISTRICT SCHOOL**

390 Lincoln Road, Sudbury

978-443-9961

**HANSCOM SCHOOLS - Hanscom AFB**

Hanscom Primary

781-274-7721

Hanscom Middle

781-274-7720

**MINUTEMAN REGIONAL SCHOOL DISTRICT**

758 Marrett Road, Lexington

781-861-6500

PUBLIC MEETINGS ARE POSTED ON THE TOWN OFFICES

BULLETIN BOARD AND ON THE TOWN MUNICIPAL CALENDAR @

**[www.lincolntown.org](http://www.lincolntown.org)**

# GENERAL GOVERNMENT

## BOARD OF SELECTMEN

James Craig  
Jonathan Dwyer, Chair  
Jennifer Glass

2018 was a year of perhaps unprecedented civic activity for the Town: Annual Town Meeting, three Special Town Meetings, and four elections filled our calendars and set high expectations for community engagement. The citizens of Lincoln rose to the challenge, as committee and board members, Town Meeting participants, and voters. The Board knows how much effort it took on the part of our professional team and our fellow residents to accomplish this work, and we are inspired by the deep dedication to our Town that was on display this past year.

The Town's focus in 2018 centered on the Lincoln School building project, affordable housing, and a decision on whether to ban commercial recreational marijuana enterprises. At the same time, important other business and initiatives were being carried out by our Town boards, committees, and professional staff. We are pleased to report on our key collective efforts of the past year.

### Accomplishments

Lincoln School Project – Although this project falls under the aegis of the School Committee, bringing it to fruition was a town wide effort that required substantial involvement from our Town Administrator's team, the Town Clerk's office, the Finance Director, Finance Committee, Capital Planning Committee, and representatives from the Board, the Conservation Commission, Disabilities Commission, Green Energy Committee, Historical Commission, Parks and Recreation Department, Planning Board, Public Safety, and Water Commission. After 18 months of effort by the School Building Committee, the Town decisively approved a \$93.9M renovation/reconstruction of the Lincoln School. Achieving a more than 2/3 majority both at Town Meeting and the ballot box is no small feat, especially given the sizable financial commitment. The project was more than two decades in the making, and the decision to approve a project brings clarity to, and additional time for, many other aspects of town planning. The Town's finance team continues to be engaged in the work necessary to secure the bond, and multiple boards and numerous volunteers will continue to work on aspects of the project such as the Power Purchase Agreement for solar energy generation, required permitting, continued design development work, and on open communication with residents. To stay up to date on the project, visit [www.lincolnsbc.org](http://www.lincolnsbc.org) and become a subscriber.

Affordable Housing – At the March 2018 Annual Town Meeting, the Town approved a zoning change that paved the way for the development of Oriole

Landing, a sixty unit rental development to be located at 1 Mary's Way, that will be completed in 2020. With the commitment of \$1 million from the Affordable Housing Trust, fifteen of the units will be designated as affordable. Because this represents twenty five percent of the units, all sixty units will count towards Lincoln's 2020 Subsidized Housing Inventory (SHI), keeping the number of affordable housing units in Lincoln well above the 10% threshold needed to prevent "hostile" 40B projects. (Towns whose inventory falls below ten percent are open to developments that are able to bypass many local zoning laws.) The Board recognizes and appreciates the collaboration between the Housing Options Working Group, the Affordable Housing Trust, and Civico that made the project possible.

Collective Bargaining – The contracts with our Police, Fire, and Public Works departments all expired on June 30<sup>th</sup>. All three contracts have been renegotiated and ratified. The Board would like to recognize the collaborative efforts of our Assistant Town Administrator, Mary Day, and our unions that made these three year successor agreements possible.

Sustainability – A decade ago, in 2008, the Town approved the Lincoln Energy Standard, which challenged the town to drastically reduce its municipal use of fossil fuels. In 2015, the Town passed a citizen's petition that encouraged all town boards to consider sustainability in their decision making and to report the impact of relevant decisions on climate change. In 2018, the Town took several votes that significantly supported these community goals:

- The Lincoln School Project: The goal of the Lincoln School project is have a net zero facility. When the renovation is complete, the Lincoln School will no longer use fossil fuels, other than for a backup generator. The heating and cooling systems will be powered by electricity, and the electricity usage will be offset by a photovoltaic system on the school's roof and over the main parking lots.
- Energy Aggregation: At the Annual Town Meeting, the Town voted to embark on community energy aggregation. Aggregation is an "opt out" program that uses the collective buying power of residents to negotiate the delivery of more renewably generated electricity at current or lower prices. The planning for this will occur over the next couple of years, and the Lincoln Green Energy Committee will continue to keep residents informed about the process. Visit <https://masspowerchoice.com/lincoln> for more information.
- Plastic Bag and Plastic Water Bottle Bans: Led by the efforts of the Lincoln Sudbury High School Environmental Club, the Town approved both a ban on plastic shopping bags, and a ban on the sales of 1 liter or smaller single use water bottles. Both bans went into effect on January 1, 2019.

Complete Streets Grant – Through the efforts of our Planning Department, Lincoln received \$400,000 in funding to complete “shovel ready” projects by the end of September 2018. The money was used to do the following:

- **Wayfinding:** The first phase of a new wayfinding system was installed. A “pocket park” featuring a map of Lincoln and a bike repair system was installed at the entrance to the commuter parking lot at Lincoln Station. Signs and markers were put in place to identify the path from Lincoln Station to Drumlin Farm, and to point people in the direction of Codman Farm. As funding becomes available in the future, additional pathways will be marked making it easier for residents and visitors to get to locations such as the deCordova and Walden Pond.
- **Sidewalk Extension:** A new section of sidewalk was created to join the pathway in front of the Ryan Estates to the sidewalk in front of Station Park. This now makes it possible for residents to walk safely to the shopping area and train station.
- **Off Road Path Improvement:** An additional section of trail was added at Baker Bridge Road to improve the trail towards Walden Pond, and a new section of trail provides a better connection to the Mt. Misery overflow parking lot on Route 117.

Roadway Planning & Traffic Management – In April, the Board reviewed the trial restriction it had voted to place on northbound traffic on Old Winter Street. After consultation with public safety, the neighborhood, and review of anecdotal information from drivers, the Board concluded that the restriction was having the desired effect, and voted to make the restriction permanent.

Also, based on the work of the Roadway & Traffic Committee (RTC) and the Cycling Safety Advisory Committee, and with funds from the Complete Streets grant, a new pedestrian/cycling crossing was installed at the intersection of Lincoln Road and Route 117. This, in conjunction with the new wayfinding signs, improves safety for those walking/cycling from Lincoln Station to Drumlin Farm.

Fall State of the Town Meeting – The Board hosted the Town’s 17<sup>th</sup> Annual, award-winning\* State of the Town Meeting (SOTT) on October 20<sup>th</sup>. The SOTT plays a critical role in creating engagement between Town officials and residents around key issues and challenges. It provides Town officials the opportunity to preview their thinking about contemplated policy or planning initiatives, projects or bylaws, and to elicit feedback early on in their deliberations. For our residents, SOTT provides an efficient opportunity to learn about key Town priorities, and to influence discussions before positions have been formed. This year residents joined us for a lively discussion of a variety of topics including the Ballfield Campus building projects, a report from the South Lincoln Planning and Implementation Committee, and bylaw changes that would

be needed to approve a partnership between the deCordova Sculpture Park & Museum and the Trustees of Reservations.

\*2003 Massachusetts Municipal Association Innovation Award for Citizen Engagement

### **Important Works in Progress**

Ban on Commercial Recreational Marijuana Businesses – At the October 20<sup>th</sup> Special Town Meeting, residents voted to ban all commercial recreational marijuana activities. These activities include cultivation, processing facilities, testing facilities, and retail sales establishments. The ban does not impact medical marijuana. To fully enact a ban, the 2/3 majority vote at Town Meeting must be followed by a majority vote at the ballot. Lincoln voters will be asked to approve the ban at the ballot box on Monday, March 25, 2019. If the full ban is confirmed by the ballot vote, it does not preclude the Town from passing bylaws at a future date that would allow commercial activities. Information from the Marijuana Study Committee can be found on the Town web site: <http://www.lincolntown.org/962/Marijuana-Study-Committee>

DeCordova Working Group – The deCordova has a tentative agreement, pending Town approval of changes to the deCordova's bylaws, to partner with the Trustees of Reservations. A working group representing the interests of the Town has been meeting regularly with the deCordova Trustees and the Trustees of Reservations to understand the necessary changes to the bylaws and the impact of the partnership on the Town. The deCordova will bring the proposed changes to the Town at the 2019 Annual Town Meeting.

South Lincoln Planning & Implementation Committee – The Planning Board continues to engage in comprehensive planning for the Lincoln Station area through the work of the South Lincoln Planning & Implementation Committee (SLPIC), which is comprised of representatives from key stakeholder boards and committees, along with several at large citizen representatives. SLPIC has been investigating consolidation and/or reuse options for the Department of Public Works site on Lewis Street and will present its report to the Board in February 2019. The committee will also continue to explore the potential for private investment through rezoning, options to expand and enhance use of the commuter rail, and various plans for rebranding and revitalizing the retail area. SLPIC anticipates bringing forward zoning amendments for the Town's consideration in 2020.

Property Tax Working Group – Recognizing the impact that current and future capital projects (school project, Community Center, etc.) will have on Lincoln's taxpayers, the Board will convene a Property Tax Working Group to explore the merits of all available tax abatement and deferral programs, to understand the scope of tax relief needs, and to provide the town with possible ways to mitigate

the impact of property tax increases on those residents with the most financial need. The Board will convene the Group in early 2019.

Bicycle and Pedestrian Advisory Committee – In October the Cycling Safety Committee presented its final report to the Board, and suggested the formation of a new Bicycle and Pedestrian Advisory Committee (BPAC). The goal of the committee will be to ensure that all town planning efforts consider the needs and safety of cyclists and pedestrians. The Board will appoint the BPAC in January 2019.

Hanscom – Hanscom Airforce Base is a key economic driver in the Commonwealth and nationally, annually generating \$6.08 billion in economic impact. The students and families of Hanscom comprise half of our school district's population, and give the Lincoln Public Schools an economy of scale that would otherwise be difficult for our small town. The Board continues to be encouraged by the level of federal investment in Hanscom's people, mission, and facilities (including the new Hanscom Primary School that is currently under construction), and is optimistic about Hanscom's future. In the last decade, the Department of Defense has invested close to \$700M in facilities and infrastructure. Through the Lincoln Public Schools and the Board's active participation in the Hanscom Area Towns Committee (HATS), we continue to engage with Base, local, state, and federal officials to build and strengthen our partnership.

McLean Hospital – In February 2017, the Board supported the Zoning Board of Appeals' well-reasoned decision to rule that McLean Hospital did not meet the educational criteria that would exempt them from the Town's residential zoning by-law. The Board retained special counsel to litigate the matter in Land Court. In October 2018, the Board learned that the Town's position was upheld by the Land Court. McLean has reserved the right to appeal, and the case is ongoing.

## **New Initiatives**

Board Outreach & Engagement – In part because we are a relatively new Board, and mostly because of our belief in transparent and accessible governance, the Board made a commitment to continue and expand communication with the community:

- BOS Newsletter: The Newsletter is mailed directly to residents at key times in the Town's planning and budget cycle. It is also available on the Town's website, [www.lincolntown.org](http://www.lincolntown.org).
- Listening Sessions: The Board has continued to hold periodic listening sessions at different locations throughout the community. Sessions are advertised in the BOS Newsletter or through LincolnTalk.

- BOS Meetings: All regular meetings are open to the public, are televised live on local access cable TV (Verizon channel 33; Comcast channel 8), and are available on-demand through the town website.

## Professional Staff

The partnership between our citizen volunteers and our professional staff is critical to our ability to sustain Lincoln's tradition of civic leadership. We are extremely fortunate to work with such an experienced, professional, and knowledgeable Town staff. On behalf of our Board and all of Lincoln's volunteer Boards & Committees, thank you for your support, tireless work, and commitment to our town!

This year, once again, we had the opportunity to add a number of highly qualified new employees to our team, and to promote several of our existing staff members:

MaryBeth Wiser	Water	New Hire
Valerie Fox	Town Clerk	Promotion
Lisa Welter	Town Clerk	New Hire
Peter Harvell	COA	New Hire
Matthew Forance	Police	New Safety Officer
Barbara Rhines	Town Clerk	New Hire
Brent Boudrot	DPW	New Hire
Peter Roach	Police	New Hire
Mark Robidoux	Building Inspector	New Hire
Lori Maguire	Accounting	New Hire
Karen Finelli	Water	New Hire

## Summary

2018 was a landmark year for the Board and for the Town, and 2019 promises to bring a new set of opportunities and challenges. Critical decisions will need to be made on a variety of issues, decisions that will shape our Town for decades to come. We will continue to do our very best to listen to needs and values of Lincoln's citizens, facilitate open and respectful debate, and ensure that we work collectively to achieve the right results for Lincoln. We encourage all citizens of Lincoln, young and old, new to town or longtimers, to get involved! There is always a role for you!

## OFFICERS AND COMMITTEES

	Term Expires
<b>ELECTED</b>	
<u>Moderator</u>	
Sarah Cannon Holden	2020
<u>Town Clerk</u>	
Valerie Fox (Interim Appointee)	2019
<u>Board of Selectmen</u>	
James Craig	2019
Jonathan Dwyer	2020
Jennifer Glass	2021
<u>Board of Assessors</u>	
Ellen Meadors	2020
Edward Morgan	2021
Laura Sander	2019
<u>School Committee</u>	
Peter Borden	2021
Timothy Christenfeld	2019
Tara Lynn Mitchell	2020
Jena Salon	2020
Alvin L. Schmertzler	2021
<u>Water Commission</u>	
Robert Antia	2021
Ruth Ann Hendrickson	2020
Patrick J. Lawler	2019
<u>Board of Health</u>	
Steven R. Kanner	2019
Frederick L. Mansfield	2020
Patricia Miller	2021
<u>Cemetery Commission</u>	
Manley Boyce	2020
Susan S. Harding	2021
Rob Todd	2019
<u>Lincoln-Sudbury Regional District School Committee</u>	
Radha Gargeya	2019
Craig W. Gruber	2020
Ellen Joachim	2021
Carole Kasper (Lincoln Resident)	2021

	<b>Term Expires</b>
Kevin J. Matthews	2019
Patricia M. Mostue (Lincoln Resident)	2020
<u>Planning Board</u>	
Lynn DeLisi	2020
Steve Gladstone	2019
Craig Nicholson, Associate (Planning Board Appointee)	2021
Margaret Olson	2019
Richard Rundell	2020
Gerald Taylor	2021
<u>Commissioners of Trust Funds</u>	
Donald Collins	2021
D. Paul Fitzgerald	2020
Douglas Harding	2019
<u>Trustees of Bemis Fund</u>	
Miriam Borden	2021
John Maclachlan	2020
Sara Mattes	2019
<u>Trustees of Lincoln Library</u>	
Jacquelin Apsler (Board of Selectmen Appointee)	2020
Ron Chester (Library Trustees Appointee)	
Martin Dermady (School Committee Appointee)	2019
Jen James (Elected)	2019
Kathleen Nichols (Library Trustees Appointee)	
Peter Sugar (Library Trustees Appointee)	
<u>DeCordova Sculpture Park and Museum Trustees</u>	
Ron Chester (Library Trustees Appointee)	2021
Daniel Elias (School Committee Appointee)	2019
Melinda Webster Loof (Board of Selectmen Appointee)	2020
Linda Hammett Ory (Elected)	2019
Stacy Osur (Elected)	2021
Jonathan Rapaport (Elected)	2021
Dune Thorne (Elected)	2020
<u>Housing Commission</u>	
Diana Chirita (Board of Selectmen Appointee)	2019
Keith M. Gilbert (Elected)	2019
Evan Gorman (Elected)	2021
Bijoy Misra (Elected)	2020
Allen Vander Meulen (Board of Selectmen Appointee)	2020
<u>Parks and Recreation Committee</u>	
Doug Carson (Board of Selectmen Appointee)	2020
Sarah Chester (Elected)	2021

	<b>Term Expires</b>
Patricia M. Donahue (Elected)	2019
Chris Fasciano (Board of Selectmen Appointee)	2021
Margit Griffith (Elected)	2020
John Maclachlan (Board of Selectmen Appointee)	2019

### **APPOINTED BY THE BOARD OF SELECTMEN**

Town Administrator

Timothy Higgins

Assistant Town Administrator

Mary Day

Accountant/Finance Director

Colleen Wilkins

Treasurer/Collector

Krystal Elder

Town Counsel

Joel Bard

Superintendent of Public Works

Christian Bibbo

Superintendent of Water Department

MaryBeth Wisner

Fire Chief

Stephen E. Carter

Chief of Police

Kevin Kennedy

Pierce House Event Manager

Nancy Beach

Constables

Kevin Kennedy

Robert Paul Millian

Joseph Topol

Animal Control Officer

Leslie Boardman

Sealer of Weights & Measures

Courtney Atkinson

## Term Expires

### Building Inspector

Mark Robidoux

### Wiring Inspector

Robert Norton

### Assistant Wiring Inspector

John Bolli

### Plumbing Inspector

Russell Dixon

### Assistant Plumbing and Gas Inspector

George Dixon

Kenneth Rich

### Emergency Management

Stephen E. Carter

### Hazardous Waste Coordinator

Elaine Carroll

### Veterans' Services Officer

Peter R. Harvell

2021

### Veterans' Programming Officer

James Hogan

2019

### Tree Warden

Kenneth Bassett

2019

### Town Historian

John MacLean

### Registrars of Voters

Christopher Bursaw

2019

Margaret Flint

2020

Valerie Fox, Ex Officio (Interim Town Clerk)

Laura Glynn

2021

### Conservation Commission

Larry Buell

2021

Ron Chester

2019

Christine Dugan

2020

James Henderson

2019

Ari Kurtz

2021

Richard Selden

2020

Peter von Mertens

2019

## Term Expires

### Zoning Board of Appeals

William Churchill, Associate	2020
Joel Freedman	2021
David Henken	2022
Vinit Patel, Associate	2021
Kathleen Shepard	2020
Eric Snyder	2019
David Summer	2023

### Council On Aging

Dan Boynton	2021
Laura Crosby	2019
Benjamin Horne	2020
Sarah Kindleberger	2019
Wendy Kusik	2021
Don Milan	2021
Florence Montgomery	2019
Kathryn Ramon	2020
Donna Rizzo	2020
Dorothy Taylor	2019
Dilla Tingley	2020
Rob Todd	2021

### Disabilities Commission

Mary Day, Ex Officio (Town Official)	
Susan Isbell	continuing
John Ritz	2021
Nancy Torti	continuing

### Lincoln Historical Commission

Douglas Adams	2020
Christopher Boit	2020
Frank Clark, Alternate	2020
Lucretia Giese	2019
Andrew Glass	2021
Judith Lawler, Alternate	2021
Andrew Ory	2019

### Historic District Commission

Lynn DeLisi (Planning Board)	2021
Douglas Adams (Architect)	2020
Christopher Boit	2020
Frank Clark, Alternate	2020
Lucretia Giese (Historical Society)	2019
Andrew Glass (Real Estate Agent)	2021
Judith Lawler, Alternate	2021

	<b>Term Expires</b>
Andrew Ory (Historic District Resident)	2019
Richard Rundell (Planning Board)	2020
<u>Lincoln Cultural Council</u>	
Melinda Bruno-Smith	2019
Catherine Coleman	2021
Patrick Greene	2019
Wendy Hubbard	2021
Christopher Loschen	2021
Renata Pomponi	2019
Margaret Ramsey	2019
Diana Rice-Sheahan	2021
<u>Pierce House Property Committee</u>	
Margaret Byrnes	2019
Anne Crosby	2020
Terry Green	2021
Jean Horne	2019
Lucia MacMahon	2020
Pam Weismann	2020
<u>Recycling Committee</u>	
Laura Berland	
Elizabeth Cherniak	
Bernadette Quirk	
<u>Emergency Assistance Fund Committee</u>	
Carolyn Bottum, Ex Officio (COA Director)	
Lorraine Fiore (First Parish Church)	2019
Wendy Kusik (Council on Aging)	2021
Nancy Ritchie (St. Anne's Church)	continuing
Jane Thomas (St. Julia's Parish)	2019
<u>Green Energy Committee</u>	
Sue Klem	2019
Edmund Lang	2019
David O'Neil	2019
Anne Risso	2019
John Snell	2019
Jonathan Soo	2019
CJ Volpone	2019
<u>Cable Advisory Committee</u>	
James Cunningham	2020
Harold McAleer	2019
David Trant	2020

## Term Expires

### Agricultural Commission

Nancy Bergen	2020
Louise Bergeron	2021
Lynne Bower	2020
Ari Kurtz (Conservation Commission)	2021
Heather Korostoff Murray, Alternate	continuing
Stacy Osur, Non-voting	2020
Ellen Raja	2021
Karen Seo, Alternate	2019

### Hanscom Field Advisory Commission (HFAC)

Peter Braun	continuing
Christopher Eliot, Alternate	2019

### Hanscom Area Towns Study Committee (HATS)

Peter Braun, Non-voting (At Large)	2019
Jonathan Dwyer (Selectman)	2019
Christopher Eliot	2019
Margaret Olson, Non-voting (Planning Board)	2019

### MBTA Advisory Board

Andrew Glass	continuing
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### Metropolitan Area Planning Council (MAPC)

Jennifer Burney	2020
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### Minuteman Adv.Group on Interlocal Coordination (MAGIC)

Jennifer Burney	2019
James Craig	continuing

### Suasco Wild and Scenic River Stewardship Council

Christine Dugan	2020
James Meadors, Alternate	2020

### Minuteman Senior Services

Wendy Kusik (Council on Aging)	2020
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### Affordable Housing Trust

Victoria Braithwaite (Lincoln Foundation)	2019
Diana Chirita (Housing Commission)	2019
James Craig (Selectman)	continuing
George Georges	2019
Tom Sander (Finance Committee)	2019
Betty-Jane Scheff	2019

## Term Expires

### Community Center Planning & Preliminary Design Committee (PPDC)

Owen Beenhouwer (At Large)  
Carolyn Bottum, Ex Officio (COA Director)  
Sarah Chester (At Large)  
Doug Crosby (At Large)  
Jonathan Dwyer (Selectman)  
Steve Gladstone (Planning Board)  
Margit Griffith (Parks & Recreation Department)  
Eric Harris (Finance Committee)  
Timothy Higgins, Ex Officio (Town Administrator)  
Daniel Pereira, Ex Officio (Parks & Recreation Director)  
Ellen Meyer Shorb (At Large)  
Dilla Tingley (Council on Aging)

### Cycling Safety Advisory Committee

James Craig (Selectman)	2019
John Mendelson (At Large)	2019
Zack Moldenhauer (At Large)	2019
Megan Kate Nelson (At Large)	2019
Margaret Olson (Planning Board)	2019

Virginia Reiner (Parks & Recreation Department)	2019
Ian Spencer, Ex Officio (Police Department)	
Robert Wolf (At Large)	2019

### DeCordova Working Group

Paul Blanchfield, Associate (At Large)	2019
Peter Braun, Associate (At Large)	2019
James Craig, Associate (Selectman)	2019
Christine Dugan, Associate (Conservation Commission)	2019
Noah Eckhouse, Associate (At Large)	2019
Steve Gladstone, Associate (Planning Board)	2019
Nancy Marshall, Associate (Finance Committee)	2019

### Recreational Marijuana Study Committee

Jennifer Burney, Ex Officio (Planning Director)  
James Craig, Associate (Selectman)  
Lynn DeLisi, Associate (Planning Board)  
Timothy Higgins, Ex Officio (Town Administrator)  
Steven R. Kanner, Associate (Board of Health)  
Kevin Kennedy, Ex Officio (Police Chief)  
Ari Kurtz, Associate (At Large)  
Nancy Marshall, Associate (At Large)  
Jena Salon, Associate (School Committee)  
Deborah Wallace, Associate (At Large)

**Term Expires**

Roadside and Traffic Committee

Kenneth Bassett (Tree Warden)	2019
Christian Bibbo (Superintendent of Public Works)	
James Craig (Selectman)	2019
Jane Herlacher (Garden Club)	2019
Deborah Howe (At Large)	2019
Alex MacLean (At Large)	2019
Margaret Olson (Planning Board)	2019

**APPOINTED BY THE TOWN CLERK**

Deputy Town Clerk

Barbara Rhines

Assistant Town Clerk

Susan Francis

Assistant Town Clerk for the Town Archives

Barbara Myles

**APPOINTED BY THE BOARD OF HEALTH**

Burial Agent

Valerie Fox

**APPOINTED BY THE MODERATOR**

Personnel Board

Rosamond Delori	2021
Julia Dobrow	2019
Pam Weismann	2020

Finance Committee

Jeffrey Birchby	2021
Regina Halsted	2021
Jim Hutchinson	2019
Nancy Marshall	2020
Andrew Payne	2019
Tom Sander	2020
Elisa Sartori	2021

**APPOINTED BY THE PLANNING BOARD**

Battle Road Scenic Byway Committee

Paula Vaughn (Planning Board)

South Lincoln Planning Implementation Committee (SLPIC)

Sharon K. Antia, Non-voting	
Kenneth Bassett (RLF)	continuing
Jennifer Burney, Ex Officio (Planning & Land Use Department)	continuing
James Craig (Selectman)	continuing
Lynn DeLisi (Planning Board)	continuing
Geoff McGean, Non-voting	
Craig Nicholson (At Large)	continuing
Stacy Osur (At Large)	continuing
Noah Sawyer (At Large)	continuing
Sujit Sitole (Business Owner)	continuing
Gerald Taylor (Planning Board)	continuing
Allen Vander Meulen (Housing Commission)	continuing
James White (Business Owner)	continuing

**APPOINTED BY THE SELECTMEN AND SCHOOL COMMITTEE**

School Building Committee 2017

Kimberly Bodnar (Lincoln Resident)	continuing
Timothy Christenfeld (School Committee)	continuing
Buckner Creel (Lincoln Schools)	continuing
Chris Fasciano (Lincoln Resident)	continuing
Jennifer Glass (Selectman)	continuing
Michael Haines (Facilities Manager)	continuing
Regina Halsted (Finance Committee)	continuing
Sharon Hobbs (Lincoln Schools)	continuing
Becky McFall (Superintendent of Public Schools)	continuing
Steven Perlmutter (Lincoln Resident)	continuing
Peter Sugar (Lincoln Resident)	continuing

**APPOINTED BY VARIOUS BOARDS AND COMMITTEES**

Community Preservation Committee

Craig Donaldson (Board of Selectmen Appointee)	2021
Lucretia Giese (Historical Commission Appointee)	2021
Evan Gorman (Housing Commission Appointee)	2021
John Maclachlan (Parks and Recreation Committee Appointee)	2021
Margaret Olson (Planning Board Appointee)	2021
Andrew Payne (Board of Selectmen Appointee) (FinCom)	2021
Richard Selden (Conservation Commission Appointee)	2020
John Valpey (Board of Selectmen Appointee)	2019
Eric Zimmerman (Board of Selectmen Appointee)	2019

Capital Planning Committee

Jacquelin Apsler (Library Trustees Appointee)	2020
Robyn Dunbar (Moderator Appointee)	2019
Jonathan Dwyer (Board of Selectmen Appointee) (Selectman)	2020
James Henderson (Conservation Commission Appointee)	2019
Adam M. Hogue (School Committee Appointee)	2021
Peter Hussey (Moderator Appointee)	2021
Maria Hylton (Board of Selectmen Appointee)	2021
Audrey Kalmus (Board of Selectmen Appointee)	2019
Peter Montero (Board of Selectmen Appointee)	2020

Scholarship Fund Committee

Carolyn Dwyer (Moderator Appointee)	continuing
Nancy Marshall (Board of Selectmen Appointee)	2020
Barbara Slayter (School Committee Appointee)	2019

## OFFICE OF THE TOWN CLERK

Valerie Fox, Interim Town Clerk  
Barbara Rhines, Deputy Town Clerk  
Susan Francis, Assistant Town Clerk

The Town Clerk's Office had a major change this year with the retirement of Susan Brooks as Town Clerk at the end of June 2018. Susan loved the Office with a passion and, fortunately, passed this passion along. She carried on Nancy Zuelke's commitment and dedication to the Town, devoting twelve years to transforming the Office in many ways. The Office has flourished under Susan's direction.

The Town Clerk is an elected office. On the recommendation of Susan Brooks, the Board of Selectmen appointed Deputy Town Clerk Valerie Fox as Interim Town Clerk until the next annual election. Susan Francis continues as Assistant Town Clerk. We welcome Barbara Rhines as the newly appointed Deputy Town Clerk. Please stop by and say hello.

The Town Clerk's Office carries on traditions and duties that date back to the Town's beginning in 1754, when Lincoln's Town Meeting elected Ephraim Flint as the first Town Clerk. From recording Town Meeting votes to recording births and deaths, many of the duties remain the same, but today there are a range of added responsibilities, increased state requirements, and ongoing efforts to adapt to the opportunities of new technologies. Many volunteers and others assist the Office in carrying out its many duties.

The Office of the Town Clerk serves as the Town's starting point for many residents seeking assistance. One of the most foundational roles of the Office is that of information management, for and about the Town and its generations of residents – past, present, and future. Since 2017, the Office of the Town Clerk has been acknowledged explicitly in the state's Public Records Access law as the primary holder, finder, and provider of ready access to public information. In Lincoln, the Town Clerk also serves as Co-Director of the Lincoln Town Archives, and also as Cemetery Agent for the Cemetery Commission — selling cemetery lots, working with families, and maintaining the cemetery records (see separate Lincoln Town Archives and Cemetery Commission reports).

The Office records the membership of all Town boards and committees, membership-matches their charges and administers oaths, keeps track of membership expiration dates to ensure continuity, and tracks who is responsible for each appointment of each entity. Perhaps most visibly, key roles of the Office are: administering elections; maintaining accurate census data through the responses of 3400 census forms mailed to Lincoln residents annually; officially recording the outcomes of the Town's legislative sessions known as Annual or Special Town Meetings; and filing these decisions with the Office of the Attorney General.

*Elections.* Lincoln as always has a large, committed voter base, with 3556 voting in the 2018 Mid-term election. This is 401 short of the 3957 who voted in the Presidential election of 2016. We processed 7570 votes cast throughout the year at elections held in Town, of which 937 were absentee ballot voters.

Election workers administered 64 hours of elections and assisted with 96 hours of early voting in 2018. For the 1401 of you who voted early, you may have had the pleasure of meeting recent college graduate Caroline Maloney, who graciously checked you in. We had four elections in 2018, with 40 people assisting per election, which is 160 volunteers. Thank you for coming to trainings to ensure it all ran smoothly. The Office is blessed to have Registrar of Voters Margaret Flint assisting regularly with voter maintenance, and we are also grateful to Cheryl Wilson and Karen Moss for their support of the Office and constant good humor.

One of the highlights this year was the second annual dog tag election, conducted in conjunction with the schools. The fourth graders administered this election using the 101-year-old Lincoln ballot box. This year, students in the K-4 grades voted on both the color and shape of the dog licenses for 2019. The result was a gold doghouse.

*Town Meeting.* The year 2018 was an exceptionally busy one, with four elections and four Town Meetings. We no longer use paper check-in lists for Town Meetings. We now use more efficient "Poll Pads," which are electronic devices that contain a downloaded voter list. While they are not yet approved by the Secretary of State's office for state and federal elections (coming soon perhaps), they are permissible for Town Meetings. We welcomed Jasper Greenberg's assistance with the Poll Pads in the October and December Special Town Meetings.

The June Special Town Meeting was groundbreaking in many ways. This was a meeting to select the preferred school design for the school building project. For the first time, we used two venues to host a Town Meeting. We used both election equipment and ballots to narrow down the selection process. And we used multiple-choice standing counts. None of this would have been accomplished without Lincoln's smart and dedicated volunteer workforce.

(The Town Clerk's reports on each election and the Town Meeting votes are listed elsewhere in this Annual Report.)

*Student Interns.* We were delighted to have Lincoln students Elena Christenfeld and Liana Ohl as interns this past summer. Madelyn Zuckerman, a LSRHS student, also assisted throughout the year. All were an enormous benefit to the Office. They assisted with LUCA (the Local Update of Census Addresses), the Federal Census preparation for the census of 2020, as well some tasks that are perhaps less glamorous but equally important, such as election-preparation tasks and bringing many of our records up-to-date. For them and for the assistance of our many volunteers in 2018, we remain most grateful.

We look forward to the future with gratitude, as always, for the many of you who have stepped up to help along the way and with particular and heartfelt appreciation for my colleagues, Barb and Susan, for the hard work and enthusiasm they bring to our work.

Respectfully submitted,

Valerie Fox

## VITAL STATISTICS

The Registry of Vital Records and Statistics, within the Massachusetts Department of Public Health, is the state agency responsible for managing a comprehensive state-wide system of birth, death and marriage records, all of which are locally created. The creation of birth and death vital records has been incorporated into a cloud-based program called Vital Information Partnership (VIP).

The death record component has become significantly more prominent in the Lincoln Town Clerk's Office since April 2018, when Care Dimensions Hospice House opened in Lincoln. In 2017, we registered a total of 71 deaths; in 2018, 342. The large increase in 2018 reflects our registering 269 deaths from the Hospice, 26 from the Commons, and 27 from other hospitals and nursing homes.

The registration of a death record involves state and local government, medical staff, funeral homes, and, in some situations, the Office of the Chief Medical Examiner. It is a multiuser system that requires input from medical certifiers, decedent's family, and funeral homes if involved. The increase in registering death records has impacted this office in the urgency and responsiveness required.

- The birth rate among Lincoln parents increased in 2018; there were 41 girls and 41 boys, bringing the Town's total newborns for the year to 82. Hanscom parents remain the most prolific part of the Town's birth rate, with 47 births reported at the Base. The totals include two babies born in their homes in Lincoln.
- Seventeen couples, eight from Lincoln, obtained marriage licenses from Lincoln in 2018. I was honored to be the officiant at seven marriages; most of the couples were current residents or had grown up in Lincoln.
- Lincoln recorded 341 deaths this year. It is likely that the Town's death rate will continue to rise. Fifty-six of this year's decedents were veterans, including nineteen from World War II, nineteen from the Korean conflict, and eight from the Vietnam War.

We recently added online payment options for requesting copies of vital records certificates or for renewing dog licenses. In 2018, we processed 110 online requests for death certificates, 17 for birth certificates, 15 marriage certificates, as well as 58 dog license renewals. You can access that site at:

<http://www.lincolntown.org/425/Online-Payment-Information>.

And, of no relation to Vital Statistics but a fact of presumed general interest, we are happy to report that 688 dogs became bona fide license holders in 2018 under the aegis of their commendably responsible owners' applications.

**ANNUAL TOWN MEETING**  
**Saturday, March 24, 2018**

*Pursuant to a Warrant duly served, the Meeting was called to order in the Donaldson Auditorium by the Moderator, Ms. Sarah Cannon Holden, at 9:40 a.m. The Return of Service for the Warrant was read, and a quorum being present (729 voters throughout the day), the following business was transacted:*

*The Moderator called attention to ARTICLE 1 of the Warrant (Election of Officers and one ballot question), which was to be acted upon on Monday, March 26, 2018, at the Smith School Gym, with the polls open from 7:30 a.m. until 8:00 p.m.*

ARTICLE 2 Proposed by the Selectmen

Voted: (Unanimously)

That Mary Sheldon, Nancy Marshall and Virginia Rundell be elected Fence Viewers, and that Melinda Abraham, Virginia Reiner, Peyton Marshall and Eric Harris be elected Measurers of Wood and Bark, for the ensuing year.

*Before introducing the Consent Calendar with the following motion, the Moderator offers thanks to the many volunteers and staff who offer support on the day of and lead up to Town Meeting, pays tribute to the students here and across the nation involved in the March for Our Lives, and makes fond acknowledgement of the contributions to the life of our community of those Lincoln residents who have passed away in the year since Town Meeting was last convened.*

After a quick review of Town Meeting protocol, the Moderator introduced the Consent Calendar. Pursuant to Article II, Section 13 of the General Bylaws, a Motion was made and seconded to adopt the motions listed under the Articles on the Consent Calendar, those being Articles 3, 4, 6, 11, 12, 13, 17, 18, 20, 21, 22, 23 and 24. The motion was carried unanimously.

ARTICLE 3 Proposed by the Selectmen

Voted: (Unanimously, on the Consent Calendar)

That the reports of the Town Officers, Committees, Commissioners and Trustees, as printed in the annual Town Report, be accepted.

ARTICLE 4 Proposed by the Selectmen

Voted: (Unanimously, on the Consent Calendar)

That the Town set the salaries of the elected officials of the Town at the following amounts for the fiscal year beginning July 1, 2018:

Board of Selectmen Chair	\$200
Board of Selectmen (Other members, each)	\$100
Town Clerk	\$92,254
Assessors (Chair)	\$200
Assessors (Other members, each)	\$175
Water Commissioners (Each)	\$75

ARTICLE 5 Proposed by the Selectmen

Voted: (Unanimously)

That the Town raise and appropriate the sum of \$57,500 by taxation to fund the Town's Senior Tax Work-off Program, as established pursuant to Massachusetts General Laws, Chapter 59, Section 5K.

ARTICLE 6 Proposed by the Selectmen

Voted: (Unanimously, on the Consent Calendar)

That the Town raise and appropriate the sum of \$5,000 by taxation to fund the Town's Veteran's Tax Work-off Program, as established pursuant to Massachusetts General Laws, Chapter 59, Section 5N.

ARTICLE 7 Proposed by the Finance Committee

Voted: (Unanimously)

That the Town adopt as the FY19 budget appropriation the recommendations listed in the report of the Finance Committee, printed on pages 49-55 inclusive, of the Financial Section and Warrant for the 2018 Annual Town Meeting as summarized in the chart below, with the following exceptions:

<b>FY19 APPROPRIATION SUMMARY</b>	
GENERAL GOVERNMENT	3,089,951
PUBLIC SAFETY	4,020,614
EDUCATION	15,511,137
PUBLIC WORKS & FACILITIES	1,904,117
HUMAN SERVICES	257,515
CULTURE & RECREATION	1,685,636
DEBT SERVICE	951,000
UNCLASSIFIED	7,009,321
WATER DEPARTMENT	1,186,885
<b>TOTAL - ARTICLE 7</b>	<b>35,616,176</b>

And that all items be raised by taxation except to the following extent:

- Dept. 1491 **Cemetery Department-Expenses-** \$5,000 to be transferred from Cemetery Perpetual Care Trust Fund Income-Expendable Trust.
- Dept. 1171 **Conservation Commission- Personnel Services-** \$15,000 to be transferred from the Wetlands Protection Fees-Receipts Reserved for Appropriation.
- Dept. 1290 **Town Offices- Personnel Services-** \$71,000 to be transferred from the Hanscom Fund.
- Dept. 1290 **Town Offices- Personnel Services-** \$60,000 to be transferred from the Water Enterprise Fund.
- Dept. 1331 **Lincoln Sudbury Regional High School- Assessment-** \$9,000 to be transferred from the PEG Access Cable Fund, contingent upon the approval of Article 21.

Dept. 176-17754 **Debt Service- Principal & Interest-** \$16,549 to be transferred from various Premium on the Sale of Bonds accounts.

Dept. 61451 **Water Department**

•**Personnel Services-** \$418,585 to be transferred from the Water Enterprise Fund

•**Expenses-** \$538,300 to be transferred from Water Enterprise Fund

•**Debt Service-** \$180,000 to be transferred from Water Enterprise Fund

Dept. 614513 **Water Department- Emergency Reserve-** \$50,000 to be transferred from Water Enterprise Retained Earnings (Water Surplus).

ARTICLE 8 Proposed by the Capital Planning Committee

Voted: (Unanimously)

That the Town accept the report of the Capital Planning Committee and that the following amounts (items A - P), with the exception of item F which was subsequently adopted unanimously, be appropriated as stated in the table below for the following purposes, including, in each instance, all costs incidental and related thereto:

FY19 CAPITAL PROJECTS				
	ITEM	\$ AMT	SPONSOR	FUNDING SOURCE
A	To fund the purchase of a medium dump truck for the DPW, and any related equipment.	\$80,000	Selectmen	Raise and appropriate by taxation
B	To fund the replacement of existing guardrail.	\$25,000	Selectmen	Raise and appropriate by taxation
C	To fund replacement fire hose.	\$15,200	Selectmen	Raise and appropriate by taxation

D	To fund the replacement of the IT firewall at Town Offices.	\$16,000	Selectmen	Raise and appropriate by taxation
E	To fund the migration of email to the cloud.	\$26,000	Selectmen	Raise and appropriate by taxation
F	To fund the replacement of the Library air conditioning system, and any related equipment.	\$305,000	Library Trustees	Raise and appropriate by taxation
G	To fund the purchase of a district-wide safety/security radio system for the Lincoln Public Schools, and any related equipment.	\$39,104	School Committee	Raise and appropriate by taxation
H	To fund the purchase and installation of instructional technology-display & audio for the Lincoln Public Schools, and any related equipment.	\$36,361	School Committee	Raise and appropriate by taxation
I	To fund the purchase of additional CCTV security cameras at Lincoln-Sudbury High School, and any related equipment.	\$7,717	Lincoln-Sudbury School Committee	Raise and appropriate by taxation
J	To fund the replacement of a water heater at Lincoln-Sudbury High School, and any related equipment.	\$7,504	Lincoln-Sudbury School Committee	Raise and appropriate by taxation
K	To fund the replacement of the phone system at Lincoln-Sudbury Regional High School, and any related equipment.	\$11,224	Lincoln-Sudbury School Committee	Raise and appropriate by taxation
L	To fund an engineering assessment of the culverts at the Pierce House.	\$15,000	Pierce House Committee	Raise and appropriate by taxation

M	To fund the purchase and equipping of one replacement marked cruiser for the Police Department, and any related equipment, and to authorize the disposal of, by sale or otherwise, any related excess vehicles or equipment.	\$40,575	Selectmen	Raise and appropriate by taxation
N	To fund the purchase and equipping of one replacement unmarked cruiser for the Police Department, and any related equipment, and to authorize the disposal of, by sale or otherwise, any related excess vehicles or equipment.	\$34,600	Selectmen	Raise and appropriate by taxation
O	To fund the replacement of five (5) portable radios for the Communications Department, and any related equipment.	\$13,785	Selectmen	Raise and appropriate by taxation
P	To fund the services of a radio communications consultant to assess our current public safety radio system infrastructure for our Communications Department and its related equipment.	\$14,000	Selectmen	Raise and appropriate by taxation

ARTICLE 9 Proposed by the Selectmen

Voted: (Unanimously)

That the Town raise and appropriate \$600,000 by taxation, for the purpose of purchasing a new Fire Department engine, including all costs incidental and related thereto; provided, however, that the vote taken hereunder shall be made contingent upon approval by the voters of the Town at an election

of a “capital outlay exclusion” in accordance with the provisions of Massachusetts General Laws, Chapter 59, Section 21C(i½), otherwise known as Proposition 2 ½, so-called.

ARTICLE 10 Proposed by the Community Preservation Committee  
 Voted: (Unanimously, after items B, H and M were held out; after discussion, items B and H were approved by majority vote and item M unanimously)

That the Town receive and act upon a report from the Community Preservation Committee and that the following amounts (items A-U) be appropriated or reserved from Fiscal Year 2019 Community Preservation Fund Revenues, or transferred from prior year’s revenues for Community Preservation purposes as specified:

CPA Article	Project	Total Appropriation	Source of Appropriation
	<b>Appropriations:</b>		
A	To fund, for historic preservation purposes, the FY19 debt service payment for the town offices renovation project.	\$392,575	\$392,575 from FY19 CPA projected revenues
B	To fund, for historic preservation purposes, a back-up generator for the Pierce House.	\$16,480	\$16,480 from CPA historic reserves
C	To fund, for historic preservation purposes, decking and other carpentry repairs at the Pierce House.	\$25,000	\$25,000 from general CPA fund balance
D	To fund, for historic preservation purposes, an inspection and replacement study of the wood gutters at the Pierce House.	\$1,000	\$1,000 from general CPA fund balance

E	To fund, for historic preservation purposes, chimney repair at the Pierce House.	\$12,000	\$12,000 from general CPA fund balance
F	To fund, for historic preservation purposes, the replacement of the fire detection system at the Codman Farm Barn.	\$1,500	\$1,500 from CPA historic reserves
G	To fund, for historic preservation purposes, a study to determine locations for wayfindings on the historic Battle Road Byway.	\$1,000	\$1,000 from general CPA fund balance
H	To fund, for open space purposes, the placement of 2 Conservation Restrictions totaling approximately 8 acres at 241 and 247 Old Concord Road.	\$100,000	\$100,000 from general CPA fund balance
I	To fund, for affordable housing purposes, a transfer of money to the Affordable Housing Trust Fund.	\$278,329	\$278,329 from CPA community housing reserves
J	To fund, for historic preservation purposes, the preservation of the Plan of the Town of Lincoln 1830.	\$895	\$895 from CPA historic reserves
K	To fund, for historic preservation purposes, the preservation of the Plan of Concord Road to Cambridge.	\$3,445	\$3,445 from CPA historic reserves

L	To fund, for historic preservation purposes, the preservation of Assessors Valuation Lists 1861 and 1865.	\$5,746	\$5,746 from CPA historic reserves
M	To fund, for historic preservation purposes, the preservation of the Plan of New County Road from Lincoln Meetinghouse to Watertown.	\$3,785	\$3,785 from CPA historic reserves
N	To fund, for historic preservation purposes, the restoration of the Lincoln Library's 1884 entrance.	\$6,500	\$6,500 from FY19 CPA projected revenues
O	To fund FY19 debt service payments due on permanent borrowing for previously voted CPA projects.	\$127,550	\$127,550 from FY19 CPA projected revenues
P	To fund CPC administrative expenses	\$3,000	\$3,000 from FY19 CPA projected revenues
	<b>Project Appropriation Subtotal</b>	<b>\$978,805</b>	
	<b>Reserves:</b>		
Q	Housing Reserve	\$92,235	from additional FY18 state revenue and FY19 CPA projected revenues
R	Open Space/Land Acquisition Reserve	\$0	
S	Historic Preservation Reserve	\$0	

T	Recreation Reserve	\$0	
	<b>Reserves Subtotal</b>	<b>\$92,235</b>	
	<b>Additional Appropriation:</b>		
	<b>Grand Total of all CPA funded Appropriations:</b>	<b>\$1,071,040</b>	
U	To amend votes previously taken to transfer a sum of money to the Affordable Housing Trust Fund for the purpose of purchasing affordable housing buy-downs, to instead provide that such funds be used for land and/or property acquisitions for the purpose of affordable housing.	\$140,000	Amend use of \$140,000 currently in the Affordable Housing Trust Fund

### Article 10 Explanations

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This article proposes projects recommended by the Community Preservation Committee under Lincoln’s Community Preservation Act (CPA) passed at the March, 2002 Annual Town Meeting and the November, 2002 Election. The descriptions of the proposed projects/actions are contained below:

- A. **Debt Service on Town Offices Renovation-** The 2011 Town Meeting approved project costs of \$6.8 million to renovate the Town Office Building. Of that total, \$1,000,000 was appropriated from CPA funds to reduce the Town borrowing. The annual debt service on the bond is \$392,575. It is recommended that CPA funds be used for this historic purpose in FY 2019.
  
- B. **Pierce House Back-up Generator-**The purchase of a back-up generator for the Pierce House insures the preservation of the historic integrity of the house in the event of a power-outage. It

will also allow for continuous operations of the house to serve those whom the Pierce House has contracted with for special events.

- C. **Pierce House Carpentry & Decking Repairs**-Repairs to the exterior decking are necessary to preserve the historic aesthetics of the house, as well as preserve the structural integrity of the deck for safety reasons. Interior carpentry repairs include, but are not limited to, the repair of interior pocket doors that were previously nailed shut and are needed to preserve the historic value and function of the house.
- D. **Pierce House Wood Gutter Inspection and Replacement Study**- Many areas of the existing wood gutters are found to be deteriorating and lacking in structure. The deterioration was found during the 2017 Pierce House exterior painting project. A gutter system is needed to properly handle rainwater run-off to keep the envelope of the house in good stead.
- E. **Pierce House Chimney Repair**- Breakdown and rebuild portions of the chimney to remedy existing deterioration and to preserve the aesthetic and historic value of the home. These funds will be combined with the FY2018 CPC allocation of \$5,000 for a total project cost of \$17,000. After a deeper inspection of the chimney was performed, it was deemed more extensive than originally planned.
- F. **Codman Farm Barn Fire Detection System**- Installation of a new fire detection system is necessary to protect the Barn from injury, harm or destruction. All of the existing heat detectors in the fire alarm system are past their life expectancy by more than 5 years.
- G. **Battle Road Byway Wayfinding Study**- The Battle Road Byway traces the route of the Colonial and British soldiers during the American Revolution. The Byway Committee includes the Towns of Arlington, Lexington, Concord and Lincoln as well as the Minute Man National Historical Park. The wayfinding study is a collaborative effort among the four Towns and the Park to determine locations for wayfinding to guide visitors along this historic byway. Each entity has been asked to contribute an amount according to its size and population.

- H. **Conservation Land Acquisition-** This appropriation will place a conservation restriction of approximately 4 acres at 241 Old Concord Road and another conservation restriction, also approximately 4 acres, at 247 Old Concord Road. These abutting properties include valuable floodplain, wetlands, and forested habitat along Fairhaven Bay and their protection will complete a significant and permanently preserved contiguous riparian corridor. RLF, the Historic Commission, and FOMA will contribute to placing an Historic Preservation Easement on 241 Old Concord Road, in addition to a Trail Easement.
- I. **Affordable Housing Trust Transfer-** In 2006, Town Meeting authorized the creation of an Affordable Housing Trust to create and preserve affordable housing. Since then, the Housing Trust in collaboration with the Lincoln Housing Commission and Community Preservation Committee (CPC) added 21 units to Lincoln’s Subsidized Housing Inventory. In addition to adding units, the Trust and CPC worked together to preserve the affordability of 125 units at Lincoln Woods by placing a permanent deed restriction to ensure the units remain on Lincoln’s Subsidized Housing Inventory in perpetuity. Lastly, in collaboration with the Lincoln Foundation the Trust and CPC “bought down” 7 units at Battle Road Farm to preserve their affordability. This allocation and transfer represents community preservation funds previous year’s 10% set aside for community housing purposes, and, if approved, will authorize the transfer of funds from the CPA Fund to the Affordable Housing Trust Fund for the purpose of purchasing property and/or land for community housing purposes, to continue to mitigate the impacts of 40B’s and to add to the Town’s SHI.
- J. **Plan of the Town of Lincoln 1830-**Lincoln was a rural town at its inception in 1754. Over time the character of the Town became more suburban. When did that happen? How did that happen? By preserving and digitizing the Plan of the Town of Lincoln 1830, researchers will have information about how Lincoln looked nearly 200 years ago.
- K. **Plan of the Concord Road to Cambridge-** This Plan describes what is assumed to be the road that became Route 2A. By

preserving and digitizing the Plan of the Concord Road to Cambridge researchers will be able to study how one plan became a major thoroughfare in Lincoln.

- L. **Assessors Valuation Lists 1861 and 1865-** This historic information consists of handwritten lists of residents and an itemized list of their worth, including monetary amounts, livestock, and furniture. These lists offer valuable historical insight concerning the Town. For example, was Lincoln a community with average incomes? Who were the wealthiest Lincoln residents?
  
- M. **Plan of New County Road from Lincoln Meetinghouse to Watertown-**This plan describes an anticipated roadway beginning at the Meeting House located at the corner of Sandy Pond and Bedford Roads. Once constructed, it eventually became the thoroughfare we know today as Trapelo Road.
  
- N. **Lincoln Library 1884 Entrance-**The Library is located at the center of Lincoln and the original entrance of the Library is highly visible. Preserving the original entrance of this historic town landmark is important to preserving Lincoln's character. The current condition of the original entrance is severely weather damaged. To restore the original entrance, the wood must be sanded, stained, and given six coats of marine varnish. New weather stripping will be added.
  
- O. **FY19 Debt Service Payments-** Debt payment costs associated with the second year of permanent financing for previously voted CPA project pursuant to Article 11 of the March 25, 2017 Town Meeting for the purchase of land and development of an athletic field.
  
- P. **Administrative Expenses-**These funds will be used primarily to pay the annual membership dues in the Community Preservation Coalition, a statewide organization that represents the interests of CPA communities. Other administrative expenses include costs associated with public information, mailings and public hearings. Any funds not spent prior to the end of FY19 will be returned to the CPA Fund.

- Q. **Housing Reserve-** The CPA requires that a minimum of 10% of annual revenues be spent or set aside for affordable housing.
- R. **Open Space/Land Acquisition Reserve-** The CPA requires that a minimum of 10% of annual revenues be spent or set aside for open space/land conservation. The required minimum for FY2019 has been satisfied.
- S. **Historic Preservation Reserve-** The CPA requires that a minimum of 10% of annual revenues be spent or set aside for historic preservation. The required minimum for FY2019 has been satisfied.
- T. **Recreation Reserve-** The CPA permits, but does not require, the Town to spend or set aside funds for recreational purposes. No funds are reserved for recreational purposes at this time.
- U. **Affordable Housing Trust Remove Buy-down Restriction-**At three previous town meetings (2010, 2011 and 2012), \$140,000 in Community Preservation Funds were appropriated and transferred to the Affordable Housing Trust Fund for the purpose of purchasing affordable housing buy-downs. The CPC is recommending removing the restriction on these funds and amending the agreement to instead provide that such funds be used for land and/or property acquisitions in order to give the Affordable Housing Trustees more flexibility when presented with affordable housing opportunities.

ARTICLE 11 Proposed by the School Committee  
 Voted: (Unanimously, on the Consent Calendar)

That the Town raise and appropriate the sum of \$75,000 by taxation to be used for the repair and maintenance of certain Lincoln School Campus classrooms and buildings, including all costs incidental and related thereto.

ARTICLE 12 Proposed by the Selectmen  
 Voted: (Unanimously, on the Consent Calendar)

That the Town raise and appropriate the sum of \$118,280 by taxation to be used for the repair and maintenance of certain Town buildings, including all costs incidental and related thereto.

ARTICLE 13 Proposed by the Library Trustees

Voted: (Unanimously, on the Consent Calendar)

That the Town raise and appropriate the sum of \$44,500 by taxation to be used for the repair and maintenance of the Lincoln Library, including all costs incidental and related thereto.

ARTICLE 14 Proposed by the Finance Committee

Voted: (Unanimously)

That the Town raise and appropriate the sum of \$625,807 by taxation to add funds to the Debt Stabilization Fund, so called, previously established pursuant to the March 26, 2011 Town Meeting, Article 19, in accordance with Massachusetts General Laws, Chapter 40, Section 5B, for the purpose of funding future capital expenditures and debt service payments; and to transfer to the Debt Stabilization Fund the sum of money appropriated under Article 7 for the Lincoln-Sudbury Regional High School that exceeds the final Lincoln assessment for FY 2019 that is voted, no later than July 31<sup>st</sup>, by the Lincoln-Sudbury Regional High School Committee for FY 2019 in accordance with law.

ARTICLE 15 Proposed by the Finance Committee

Voted: (Approved by the required 2/3 as declared by the Moderator)

That the Town raise and appropriate the sum of \$950,000 by taxation, to add funds to the Group Insurance Liability Fund established by Chapter 474 of the Acts of 2008, which Fund will help offset the Town's so-called "other post-employment benefits" liability established by the Statements 43 and 45 of the Governmental Accounting Standards Board.

ARTICLE 16 Proposed by the Finance Committee

Voted: (Unanimously)

That the Town raise and appropriate the sum of \$49,996 by taxation, to add funds representing Lincoln's proportionate share of the contribution recommended by the Lincoln Sudbury Regional High School Committee, to the Lincoln Sudbury Regional School District Retirees Health Insurance Trust Fund, established by the acceptance of Chapter 32B, Section 20 of the Massachusetts

General Laws, as amended by Chapter 68, Section 57 of the Acts of 2011, for Lincoln Sudbury Regional High School, which Fund will help offset the High School's so-called "other post-employment benefits" liability established by Statements 43 and 45 of the Governmental Accounting Standards Board.

ARTICLE 17 Proposed by the Selectmen

Voted: (Unanimously, on the Consent Calendar)

That the Town accept and expend such sum or sums of money that may be available under the provisions of Massachusetts General Laws, Chapter 90 or other state roadway reimbursement programs and to authorize the Board of Selectmen to enter into a contract with the Massachusetts Department of Transportation Highway Division and to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow in anticipation of 100% reimbursement of said amounts.

ARTICLE 18 Proposed by the School Committee

Voted: (Unanimously, on the Consent Calendar)

That the Town transfer from Free Cash the sum of \$37,000, said sum being equal to the state reimbursement amounts for Special Education Medicaid expenses, to supplement the FY19 Lincoln School operating budget.

ARTICLE 19 Proposed by the Selectmen

Voted: (Unanimously)

That the Town act on a recommendation from the Board of Selectmen and Finance Committee and present the annual Bright Light Award to Beth Ries for decades of thoughtful and devoted service to her Town including, most recently, several terms on both the Personnel Board and the Roadway & Traffic Committee, and to transfer from Free Cash the sum of \$500 to support this award.

ARTICLE 20 Proposed by the Selectmen

Voted: (Unanimously, on the Consent Calendar)

That the Town vote, pursuant to the provisions of G.L. c.44, §53E½, as most recently amended, to increase the spending limits under the Town's General Bylaw authorizing revolving funds, as follows:

<b>REVOLVING FUND</b>	<b>SPENDING LIMIT</b>
Student Transportation	\$125,000
Preschool Program	\$140,000
Firearms Licenses	\$10,000
Ambulance	\$280,000
Parks & Recreation	\$35,000
Transfer Station/Recycling	\$25,000

ARTICLE 21 Proposed by the Selectmen

Voted: (Unanimously, on the Consent Calendar)

That the Town appropriate \$50,000 from the PEG Access and Cable Related Fund, previously established at the March 19, 2016 Town Meeting, Article 32, to support cable related purposes consistent with the franchise agreement between cable operators and the Town of Lincoln, including, but not limited to: (i) support of public, educational or governmental access cable television services; (ii) monitor compliance of the cable operator with the franchise agreement; or (iii) prepare for renewal of the franchise license.

ARTICLE 22 Proposed by the Water Department

Voted: (Unanimously, on the Consent calendar)

That the Town appropriate and transfer \$20,000 from Water Enterprise Retained Earnings for the cleaning of the Tower Road Well, including all costs incidental and related thereto.

ARTICLE 23 Proposed by the Water Department

Voted: (Unanimously, on the Consent Calendar)

That the Town appropriate and transfer \$50,000 from Water Enterprise Retained Earnings for the reroofing of the Treatment Plant, including all costs incidental and related thereto.

ARTICLE 24 Proposed by the Water Department

Voted: (Unanimously, on the Consent Calendar)

That the Town appropriate and transfer \$50,000 from Water Enterprise Retained Earnings for a catwalk over the filtration units at the Treatment Plan, including all costs incidental and related thereto.

ARTICLE 25 Proposed by the Finance Committee

Voted: (Unanimously)

That the Town transfer from free cash the sum of \$4,081,577 to reduce the total amount to be raised by taxation pursuant to the votes previously taken under Article 7 of this Warrant, or any other article of this Warrant authorizing the appropriation of funds.

ARTICLE 26 Proposed by the Board of Selectmen and the School Committee

Voted: (Unanimously)

That the Town hear a report from the School Building and Community Center Committees.

ARTICLE 27 Proposed by the Planning Board

Voted: (Adopted by the required 2/3 as declared by the Moderator)

That the Town amends the Zoning By-Law, Section 17.7.3 as follows, with proposed deletions to the bylaw language shown in ~~strikethrough~~ text and additions shown in ***bolded italic*** text.

~~17.7.3 Procedures. The Planning Board encourages a preliminary meeting with prospective site plan applicants prior to commencement of any design activities including but not limited to: siting and design of all proposed buildings, structures, septic systems, or proposed renovations to existing buildings. At the preliminary meeting a mutually agreeable process will be established that will expedite the permitting process for the applicant and facilitate fulfillment of the Planning Board's responsibilities under **Section 17.7**. For additions, new construction, or reconstruction exceeding 4,000 square feet of Calculated Gross Floor Area, modifications to septic systems, removal of vegetation from areas exceeding 2,000 square feet, or grade changes in excess of four feet, a preliminary meeting is mandatory.~~

***The Planning Board encourages an applicant to have at least one preliminary meeting with the Planning staff to review any proposed project for compliance with zoning and site plan review requirements. This review will include, but will not be limited to, the siting of buildings and other structures, septic systems, drainage, landscaping, and lighting. At the discretion of the Planning staff, a preliminary meeting with the Planning Board may be required.***

Except as otherwise provided in **Section 17**, the procedure applicable to the issuance of a special permit pursuant to **Section 21** (notice, hearing, etc.) shall be applicable in all respects to the review of a site plan under **Section 17.7, except that notice by publication in a newspaper of general circulation in the Town will not be required.** Within ten (10) business days of its receipt of application for site plan approval, the Planning Board or its agent shall determine whether or not the application is complete in accordance with **Section 17.7** or otherwise agreed to by the applicant and the Planning Board. If the Planning Board finds that the submission is incomplete because all requisite information has not been included, it shall promptly notify the applicant in writing and the site plan shall not be considered filed until the Planning Board determines that the site plan application is complete. The Planning Board shall hold a public hearing in accordance with the procedures set forth in **Section 9 of M. G. L. 40A** which pertain to special permits except that the Planning Board shall hold a hearing on the site plan within 45 days of receipt of a completed submission and shall make a decision within 30 days of the closing of the public hearing.

Applicants may request that the Planning Board approve amendments to a site plan in which case the Planning Board shall review any such amendment in accordance with the same standards and procedures as an initial submission, unless it deems the modification to be of a minor nature, in which case, a determination may be made at a Planning Board meeting instead of at a public hearing.

***Residential properties where the calculated gross floor area of all the structures on the lot is less than 6500 square feet, which have received Site Plan Approvals under this section and have had***

***Certificates of Occupancy issued for 5 or more years shall no longer be subject to Site Plan Review except that all special conditions contained in any site plan approval shall remain in full force and effect. Further, in all cases, the requirements for site plan approval under Section 6.02 shall apply to future construction where the calculated gross floor area thresholds of that section are triggered. Such calculated gross floor area shall be the sum of the existing structures on the lot and any proposed addition to such existing structures and/or proposed additional accessory structure.***

ARTICLE 28 Proposed by the Historic District Commission/FOMA

Voted: (Unanimously)

That the Town vote to add 17 properties to the existing Town of Lincoln Historic District under Section 1 of Article XXV (Historic District) of the Town of Lincoln General By-Laws, the locations and boundaries of which proposed additions are shown on plans are filed with the Lincoln Town Clerk and the Massachusetts Historical Commission and to be recorded with the Middlesex South Registry of Deeds. (Map/Parcel Nos. 146-16-0; 152-39-0; 139-2-0; 139-3-0; 163-10-0; ~~149-20-0~~ 144-20-0; 163-7-0; 163-12-0; 163-16-0; 169-10-0; 146-5-0; 186-32-0; 182-7-0; 186-23-0; 189-2-0; 121-36-0; 135-4-0).

ARTICLE 29 Proposed by the Historic District Commission/FOMA

Voted: (Adopted by the required 2/3 vote as declared by the Moderator)

That the Town vote to create a new historic district, consisting of 11 properties in the Brown's Wood neighborhood, under Section 1 of Article XXV (Historic District) of the Town of Lincoln General By-Laws, the locations and boundaries of which proposed historic district are shown on a plan are filed with the Lincoln Town Clerk and the Massachusetts Historical Commission and to be recorded with the Middlesex South Registry of Deeds. (Map/Parcel Nos. 169-23-0; 169-22-0; 181-14-0; 181-22-0; 181-15-0; 181-21-0; 181-16-0; 181-20-0; 181-17-0; 181-18-0; 181-19-0).

The following provision shall be added to Section 1 of Article XXV (Historic District) of the Town of Lincoln General By-Laws:

**1.2 A Brown's Wood Historic District** (the Brown's Wood District) is hereby established in the Town of Lincoln, Massachusetts, in accordance with provisions of MGL, Chapter 40C of the Commonwealth. The Brown's Wood District consists of areas, the locations and boundaries of which are as shown on a plan to be filed with the Lincoln Town Clerk and the Massachusetts Historical Commission and to be recorded with the Middlesex South Registry of Deeds. The Brown's Wood District is intended to preserve and protect as a permanent legacy the significant historical areas and distinctive architectural characteristics of the Town of Lincoln in their settings.

The following provision shall be added to Subsection 2.1 of Article XXV (Historic District) of the Town of Lincoln General By-Laws:

Further, a Brown's Wood Historic District Commission (the Brown's Wood Commission) is hereby established for the Brown's Wood District, consisting of seven members, all residents of Lincoln appointed by the Selectmen. Appointments shall be made as provided in this Section 2 for the Historic District Commission, provided that at least one member of the Brown's Wood Commission shall be a resident or property owner of the Brown's Wood District. Some or all of the members of the Historic District Commission may also be appointed as members of the Brown's Wood Commission. All members shall serve without compensation.

The following provision shall be substituted for Subsection 3.3 of Section 3 (Definitions) of Article XXV (Historic District) of the Town of Lincoln General By-Laws:

**3.3 Commission.** Except as used in Subsection 2.1 of Article XXV of the By-Law, the word “Commission” as used in Article XXV of the By-Law shall refer both to the Historic District Commission and the Brown’s Wood Historic District Commission.

The following provision shall be added to Section 3 (Definitions) of Article XXV (Historic District) of the Town of Lincoln General By-Laws:

**3.7 Historic District or District.** Except as used in Subsections 1.1, 1.2, 2.1, and 5.3 of Article XXV of the By-Law, the words “Historic District” and “District” as used in Article XXV of the By-Law shall refer both to the Historic District and the Brown’s Wood Historic District.

The following provision shall be added to Section 5 of Article XXV (Historic District) of the Town of Lincoln General By-Laws:

### **5.3 Standards Applicable to the Brown’s Wood District**

a. General Objectives of the Brown’s Wood District:

- (i) The maintenance and enhancement of the Modern design ideas and characteristics that inform the homes of the Brown’s Wood District, while supporting the updating of its homes and the diversity of the characteristic architectural expression of the Brown’s Wood District.
- (ii) The preservation of the woodland landscape, ensuring that the houses fit into that landscape rather than dominate it. The woodland is a major unifying factor that ties this Brown’s Wood District together, establishing its setting and context.

- b. General Description of Neighborhood, Architectural and Historical Characteristics of the Brown's Wood District:
- (i) The absence of traditional or historical architectural styles as it was put by the founding homeowners in the 1950s: "no colonials and no ranches."
  - (ii) The diversity of the architectural forms within the Modern architectural idiom.
  - (iii) The dominance of the natural landscape, topography and woodland setting.
  - (iv) Houses are sited within the landscape and topography, with massing and scale that are reflective of the sites, fit into the woodland and embrace nature, rather than competing with it.
  - (v) Houses are set in the woods, rather than set on a lot surrounded by yard space. The houses are seen through a natural screen of trees and woodland.
  - (vi) Property lines are generally invisible, without fences or large landscaped areas separating properties.
  - (vii) Lawns and formal landscaping do not extend to the street. Large trees and natural woodland vegetation are preserved, and landscaping and plantings are natural or naturalized, maintaining the woodlands character.
  - (viii) Varying setbacks, orientation and massing are used to minimize impacts and maximize privacy and access to nature. Houses are sited and oriented without reference to the streets of the neighborhood, and avoid the

typical suburban relationship of houses to street.

- (ix) Houses are generally horizontal and low in their massing, utilizing flat or low-pitch roofs, either eave-less or with deep overhanging eaves.
- (x) Windows often serve to connect the inside and outside, bringing the outside into the house, rather than walling it off, economically expanding the apparent living areas.
- (xi) Houses have little in the way of decorative elements (shutters, gables etc.), so that decoration and interest arises out of the form, the materials used and especially the setting and surroundings.
- (xii) Houses have incorporated and experimented with new technologies and forms, in particular reflecting an early interest in sustainable design, including the use of industrial materials, sensitive siting, passive and active solar and efficient use of space and materials.

#### ARTICLE 30 Proposed by the Housing Commission and the Affordable Housing Trust

Voted: (Adopted by the required 2/3 vote as declared by the Moderator)

That the Town vote to amend the Zoning Bylaws in order to establish a North Lincoln Overlay District within the NL-North Lincoln Planned Development District pursuant to the provisions of Section 12.5 of the Zoning Bylaw, by undertaking the following action:

- (i) Amending the Zoning Map to include the North Lincoln Planned Development District No. 6 for Oriole Landing located at 0 and 1 Mary's Way consisting of a 60-Unit mixed income Rental Development including 15 affordable units (25%) , thus meeting

Department of Housing and Community Development (DHCD) requirements to place all 60 units on the Town of Lincoln's Subsidized Housing Inventory and having boundaries encompassing 6 acres, more or less, and being more particularly shown and described on a plan entitled "1 Mary's Way, Lincoln, MA Tax Map 111 - Lots 10 & 11 – Abutter Summary" prepared for Civico Development by Allen & Major Associates, Inc. and dated 1/23/18; and

(ii) Approving a Preliminary Development and Use Plan for the North Lincoln Planned Development District No. 6, a proposed version of which plan entitled "Oriole Landing, 1 Mary's Way, Lincoln, MA, Tax Map 111 - Lots 10 & 11 – Context Plan", prepared by Allen & Major Associates, Inc. and dated 1/23/18 as revised 3/9/18 has been prepared and submitted by the owners of the premises to be included in said district.

ARTICLE 31 Proposed by the Green Energy Committee

Voted: (By majority)

That the Town vote to initiate the process to aggregate electrical load pursuant to M.G.L. c. 164, s. 134, and, further, to grant the Board of Selectmen, or its designee, authority to research, develop and participate in a contract, or contracts, to aggregate the electricity load of the residents and businesses in the Town and for other related services, independently, or in joint action with other municipalities, retaining the right of individual residents and businesses to opt-out of the aggregation program.

ARTICLE 32 Proposed by Citizens' Petition

Voted: (By majority)

That the Town amend the General Bylaws by adopting a bylaw entitled "Plastic Bag Ban" as follows:

#### Section I Findings and Purpose

Plastic check-out bags have a significant impact on the marine and terrestrial environment, including but not limited to: 1) harming marine and terrestrial animals through ingestion and entanglement; 2) polluting and degrading the terrestrial and marine environments; 3) clogging storm

drainage systems; 4) creating a burden for solid waste disposal and recycling facilities; 5) requiring the use of non-renewable fossil-fuel in their composition. Studies have shown that even alternative “compostable” or “biodegradable” bags require very specific and controlled conditions in order to biodegrade, and have potentially negative environmental effects similar to conventional plastic bags. Such bags should therefore be subject to the same restrictions as conventional plastic check-out bags.

The purpose of this Bylaw is to protect the Town’s unique natural beauty and irreplaceable natural resources by reducing the number of single-use plastic checkout bags that are distributed in the Town of Lincoln and to promote the use of reusable bags.

## Section II Definitions

The following words shall, unless the context clearly requires otherwise, have the following meanings:

“Check-out bag” shall mean a bag provided by a store to a customer at the point of sale. Checkout bags shall not include bags, whether plastic or not, in which loose produce or products are placed by the consumer to deliver such items to the point of sale or check out area of the store.

“Health Agent” shall mean the Health Agent for the Lincoln Board of Health or his/her designee.

“Recyclable paper bag” shall mean a paper bag that is 100% recyclable and contains at least 40% post-consumer recycled content, and displays in a visible manner on the outside of the bag (1) the word “recyclable” or a symbol identifying the bag as recyclable and (2) a label identifying the bag as being made from post- consumer recycled content and the percentage of postconsumer recycled content in the bag.

“Reusable Check-out bag” shall mean a sewn bag with stitched handles that is specifically designed for multiple reuse and that (1) can carry 25 pounds over a distance of 300 feet; (2) is machine washable; and, (3) is either (a) made of natural fibers (such as cotton or linen); or (b) made of durable, non-toxic plastic other than polyethylene or polyvinyl chloride that is generally considered a food-grade material that is more than 4 mils thick.

“Retail Establishment” shall mean any business facility that sells goods directly to the consumer whether for or not for profit, including, but not

limited to, retail stores, restaurants, pharmacies, convenience and grocery stores, liquor stores, seasonal and temporary businesses.

“Thin-Film, Single-Use Plastic Check-Out Bags” shall mean those bags typically with handles, constructed of high-density polyethylene (HDPE), low density polyethylene (LDPE), linear low density polyethylene (LLDPE), polyvinyl chloride (PVC), polyethylene terephthalate (PET), or polypropylene (other than woven and non-woven polypropylene fabric), if said film is less than 4.0 mils in thickness.

### Section III Regulated Conduct

a. No Retail Establishment in the Town of Lincoln shall provide Thin-Film, Single-Use Plastic Check-Out Bags to customers after January 1, 2019.

b. If a Retail Establishment provides or sells Check-Out Bags to customers, the bags must be one of the following:

1. Recyclable paper bag; or
2. Reusable Check-Out bag. For reusable bags, public information advising customers to sanitize reusable bags to prevent food-borne illness must be displayed at point of checkout.

c. Charges.

1. Retail Establishments which provide Recyclable Paper Bags or Compostable Plastic Bags shall charge for each such bag, a reasonable amount to cover cost. The Checkout Bag charge shall be retained by the Retail Establishment.
2. Any charge for a Checkout Bag shall be separately stated on a receipt provided to the customer at the time of sale and shall be identified as the “Checkout Bag Charge” thereon.

### Section IV Exemption

Thin-film plastic bags typically without handles which are used to contain dry cleaning, newspapers, produce, meat, bulk foods, wet items, and other similar merchandise are not prohibited under this bylaw.

### Section V Enforcement

Police officers and Health Agents shall have the authority to enforce this bylaw. This bylaw may be enforced through any lawful means in law or in equity, including but not limited to, noncriminal disposition pursuant to G.L.

c. 40 § 21D and Article VI of the General Bylaws. Violations of this bylaw are punishable by a fine of up to \$200 per violation.

If non-criminal disposition is elected, then any Retail Establishment that violates any provision of this bylaw shall be subject to the following penalties:

First Offense: written warning

Second Offense: \$50 penalty

Third and subsequent offense: \$200 penalty

### Section VI Exemptions

The Board of Health may exempt a Retail Establishment from the requirements of this bylaw for a period of up to six months upon a finding by the Director that (1) the requirements of this section would cause undue hardship; or (2) a Retail Establishment requires additional time in order to draw down an existing inventory of thin-film, single-use check-out plastic bags.

### Section VII Regulations

The Board of Health may adopt and amend rules and regulations to effectuate the purposes of this bylaw.

### Section VIII Severability

If any provision of this bylaw is declared invalid or unenforceable the other provisions shall not be affected thereby.

## ARTICLE 33 Proposed by Citizens' Petition

Voted: (By majority)

That the Town vote to amend the General Bylaws by adopting a bylaw entitled "The Regulation of Sale and Use of Bottled Water" as follows:

### Section I. Findings and Purpose

Plastic "disposable" water bottles made of polyethylene terephthalate (PET) contribute hazards to human health, societal economies, wildlife, and the environment. Examples of these problems include:

1. Americans discard more than 30 million tons of plastic a year. Only 8 percent of that gets recycled. The rest ends up in landfills, is incinerated, or becomes the invasive species known as 'litter.' The amount of solid waste created by one-use plastic water bottles is staggering.
2. Chemicals leached by plastics are in the blood and tissue of nearly all of us. Exposure to them is linked to cancers, birth defects, impaired immunity, endocrine disruption and other ailments.
3. There are thousands of landfills in the United States. Buried beneath each one of them, plastic leachate full of toxic chemicals is seeping into groundwater and flowing downstream into lakes and rivers.
4. Manufacturers' additives in plastics, like flame retardants, BPAs and PVCs, can leach their own toxicants. These oily poisons repel water and stick to petroleum-based objects like plastic debris.
5. Entanglement, ingestion and habitat disruption all result from plastic ending up in the spaces where animals live. In our oceans alone, plastic debris outweighs zooplankton by a ratio of 36-to-1. Plastic cannot biodegrade; it breaks down into smaller and smaller pieces over time, but is still plastic.
6. In the face of a growing global water crisis, water bottling corporations are turning water into a profit-driven commodity when it needs to be regarded as a human right.

The town of Lincoln has high quality tap water, and provides regular governmental reports on its quality. The recommended eight glasses of water a day, at U.S. tap rates equals about \$.49 per year; that same amount of bottled water is about \$1,400.

The purpose of this Bylaw is to protect the town's beauty, reduce litter, protect the health of present and future generations, and save the citizens of the Town money that is needlessly spent on packaged water from distant sources in one-use bottles.

## SECTION II. Regulated Conduct

It shall be unlawful to sell non-reusable polyethylene terephthalate (PET) bottles of 1 litre (34 ounces) or less containing uncarbonated, unflavored drinking water in the Town of Lincoln on or after the effective date of this bylaw. Water may be provided for free in any form.

In the event of a declaration (by Emergency Management Director, other duly-authorized Town, Commonwealth, or United States official) of an emergency affecting the availability and/or quality of drinking water to Lincoln residents, citizens and officials shall be exempt from this bylaw until seven days after such declaration has ended.

## SECTION III. Enforcement

This shall be enforced by the Town Administrator and/or his/her designees. Police officers and Health Agents shall have the authority to enforce this bylaw. This bylaw may be enforced through any lawful means in law or in equity, including but not limited to, noncriminal disposition pursuant to G.L. c. 40 § 21D and Article VI of the General Bylaws.

Violations of this bylaw are punishable by a fine of up to \$200 per violation.

If non-criminal disposition is elected, then any person that violates any provision of this bylaw shall be subject to the following penalties:

First Offense: written warning

Second Offense: \$50 penalty

Third and subsequent offense: \$200 penalty

## SECTION IV.

If any provision of this bylaw shall be held to be invalid by a court of competent jurisdiction, then such provision shall be considered

separately and apart from the remaining provisions of this bylaw, which shall remain in full force and effect.

Proposed effective date of this bylaw: January 1<sup>st</sup>, 2019

ARTICLE 34 Proposed by Citizens' Petition

Voted: (By majority)

That the Town pass over this article.

ARTICLE 35 Proposed by Citizens' Petition

Voted: (By majority)

That the Town adopt the following resolution relative to Protecting Consumers of Gas and Electricity from Paying for Leaked and Unaccounted for Gas, to wit:

WHEREAS...The cost of leaked and unaccounted for natural gas (UFG) is typically passed down from providers to consumers, and costs consumers over \$90 million annually in the Commonwealth, and

WHEREAS...The main component of natural gas is methane, which is the second largest contributor to global warming after carbon dioxide. Methane captures 84 times as much heat in the atmosphere over a twenty year period and 28 times as much over a 100 year period, and

WHEREAS...Leaking gas in the ground is harmful to vegetation and can kill valuable shade trees by depriving roots of oxygen, and

WHEREAS...Methane is a precursor to ozone formation that can decrease lung function and aggravate asthma, and

WHEREAS...There are 25,000 unrepaired gas leaks in the Commonwealth including 64 in Lincoln, and

WHEREAS...The town of Lincoln supports any measures regarding rapid repair of unrepaired gas leaks by utilities and strongly urges the Massachusetts Legislature to take action to support any measure to protect consumers and the environment regarding natural gas leaks, and

WHEREAS... Massachusetts House Bill 2683/Senate Bill 1845 is "An Act Relative to Protecting Consumers of Gas and Electricity from paying for Leaked and Unaccounted for Gas " that seeks to protect all gas and

electricity consumers, whether businesses, manufacturers, homeowners and municipalities or other gas users, from paying for UFG by prohibiting providers from including the cost of UFG, as well as the costs of reducing or remedying loss, in the rate base;

WHEREAS... According to H. 2683/S.1845, “Unaccounted for Gas” or “Lost and Unaccounted for Gas” (LAUF) represents the difference between the total gas available from all sources and the total gas accounted for as sales, net interchange, or company use and includes leakages or loss by other means, discrepancies in measuring and monitoring, variations of temperatures or pressures and other variations, and

WHEREAS... H.2683/S.1845 will provide economic incentive to gas providers to develop improved technologies and practices for transportation, distribution and storage; and

WHEREAS...Twelve other states, including California, Connecticut, New Hampshire, New York, Ohio, Pennsylvania, and Texas have caps on how much customers pay for lost and leaking gas;

THEREFORE,

BE IT RESOLVED that Town Meeting requests the Board of Selectmen to endorse House Bill 2683/Senate Bill 1845, or other similar legislation, and to urge the Massachusetts Legislature to take action to support this measure, and others like it, to protect consumers and the environment by forwarding an embossed copy of this resolution to State Senators Michael Barrett and Jamie Eldridge, House Representative Thomas Stanley, House Speaker Robert DeLeo and Acting Senate President Harriette Chandler.

ARTICLE 36 Proposed by Citizens’ Petition

Voted: (By majority)

That the Town vote to adopt a resolution declaring Lincoln to be a Welcoming, Safe Town which resolves to make all residents, workers and visitors feel safe and secure regardless of immigration status.

Whereas: Lincoln’s Vision Statement states our goals of fostering economic, racial/ethnic and age diversity among our citizenry through

educational, housing and other public policies.

Whereas: The people of the Town of Lincoln have been involved in important moral and humanitarian issues for hundreds of years – including anti-slavery work in the 1830's, women's right to vote 40 years before passage of the 19<sup>th</sup> Amendment, and Sanctuary for Vietnam War draft resisters and Central American refugees fleeing wars and violence.

Whereas: In 2018, when discrimination and harassment based on race, color, religion and national origin continues, and is abetted by the federal government, we must: reaffirm our commitment to respect each person's dignity; lawfully decline to become agents who enforce federal immigration law; help people in our town feel safe and able to call upon us in times of need; and honor and comply with the decisions of our Massachusetts Supreme Judicial Court.

Therefore, be it resolved that:

We, the people of Lincoln affirm and support the policies adopted by the Board of Selectmen and the Lincoln Police to abide by the SJC's July 24, 2017 decision in *Lunn v. Commonwealth*, which declared that "Massachusetts law provides no authority for Massachusetts court officers to arrest and hold an individual solely on the basis of a Federal civil immigration detainer, beyond the time that the individual would otherwise be entitled to be released from State custody";

We, the people of Lincoln declare Lincoln to be a Welcoming, Safe Town, and we all shall work to make all residents, workers and visitors feel safe and secure regardless of immigration status;

This Resolution is consistent with the Town of Lincoln's obligations under state and federal law, including 8 U.S.C. §§1373 and 1644. This Resolution shall be interpreted as to not violate any requirements of state or federal law, including 8 U.S.C. §§1373 and 1644; and

We, the people of Lincoln request the Board of Selectmen to endorse S. 1305 or comparable legislation, the Massachusetts Safe Communities Act, and to send copies of this Resolution to Governor Baker, State Senators Michael Barrett and Jamie Eldridge, Acting Senate President Harriette Chandler, State Representative Thomas Stanley, and Speaker of the House, Tom DeLeo.

*Sincere tribute was paid over the course of the day to various long-serving volunteers, including retiring Finance Committee veterans Peyton Marshall and Eric Harris and LS School Committee member, Nancy Marshall, before the Moderator offered a “civic benediction” for the day’s activity and the many voices and many generations who shared in its making.*

A motion to dissolve the 2018 Annual Town Meeting carried by acclamation at 6:59 pm.

Respectfully submitted,  
Susan F. Brooks, Town Clerk

## Annual Town Election March 26, 2018

In accordance with Article One of the Warrant for the Annual Town Meeting, the polls were declared open at 7:30 a.m. by Town Clerk, Susan F. Brooks, assisted by Deputy Town Clerk, Valerie Fox, and Assistant Town Clerk, Susan Francis. The following Deputy Wardens assisted Ms. Brooks throughout the day: Judy Fox, Eric Harris, and Connie Lewis. The polls were declared closed at 8:00 p.m. The results were as follows:

<b>March 26, 2018</b>			
OFFICIAL RESULTS			
<b>Ballots cast:</b>			<b>976</b>
<b>Registered Voters:</b>			<b>4615</b>
<b>Turnout:</b>			<b>21.15%</b>
<b>Offices and Candidates</b>	<b>Prec. 1</b>	<b>Prec. 2</b>	<b>Total</b>
<b>Board of Selectmen 1 for 3 yrs</b>			
<b>Jennifer Glass</b>	582	280	862
WRITE-IN	4	3	7
BLANK	69	38	107
<b>Board of Assessors 1 for 3 yrs</b>			
<b>Edward Morgan</b>	524	245	769
WRITE-IN	0	1	1
BLANK	131	75	206
<b>Board of Health 1 for 3 yrs</b>			
<b>Patricia Miller</b>	525	246	771
WRITE-IN	1	2	3
BLANK	129	73	202
<b>Cemetery Comm. 1 for 3 yrs</b>			
<b>Susan Harding</b>	356	173	529
<b>Carol DiGianni</b>	195	71	266
WRITE-IN	1	0	1
BLANK	103	77	180

<b>Comm of Trust Funds 1 for 3 yrs</b>			
WRITE-IN COLLINS	7	3	10
WRITE-IN	46	15	61
BLANK	602	303	905
<b>Trustee DeCordova 1 for 4 yrs</b>			
Jonathan Rapaport	514	249	763
WRITE-IN	3	3	6
BLANK	138	69	207
<b>Housing Comm. 1 for 3 yrs</b>			
Evan Gorman	500	232	732
WRITE-IN	3	1	4
BLANK	152	88	240
<b>Housing Comm. 1 for 2 yrs</b>			
Bijoy Misra	473	225	698
WRITE-IN	3	1	4
BLANK	179	95	274
<b>Housing Comm. 1 for 1 yr</b>			
Keith Gilbert	483	227	710
WRITE-IN	3	1	4
BLANK	169	93	262
<b>LSRHS 2 for 3 yrs</b>			
Carole Kasper	595	304	899
WRITE-IN Ellen Winer Joachim	480	232	712
WRITE-IN Cara Endyke Doran	1	1	2
WRITE-IN Siobhan C. Hullinger	15	1	16
WRITE-IN	0	2	2
BLANK	219	102	321
<b>Parks and Rec. 1 for 3 yrs</b>			
Sarah Helyar Chester	205	91	296
Adam Hogue	199	91	290
Reynaldo Romero	156	49	205
WRITE-IN	2	0	2
BLANK	93	90	183
<b>Planning Board 1 for 3 yrs</b>			
Gerald Taylor	513	234	747
WRITE-IN	4	2	6
BLANK	138	85	223

<b>School Committee 2 for 3 yrs</b>			
<b>Peter Borden</b>	477	229	706
<b>Alvin L. Schmertzler</b>	461	220	681
WRITE-IN	21	11	32
BLANK	351	182	533
<b>Trustees of Bemis 1 for 3 yrs</b>			
<b>Miriam Borden</b>	510	248	758
WRITE-IN	1	1	2
BLANK	144	72	216
<b>Water Commissioner 1 for 3 yrs</b>			
<b>Robert B. Antia</b>	525	242	767
WRITE-IN	3	1	4
BLANK	127	78	205
<b>Question 1 (Fire Truck)</b>			
<b>Yes</b>	493	248	741
<b>No</b>	89	50	139
BLANK	73	23	96
<b>TOTAL VOTES CAST</b>	<b>655</b>	<b>321</b>	<b>976</b>

## **SPECIAL TOWN MEETING**

Saturday, June 9, 2018

*Pursuant to a Warrant duly served, the Meeting was called to order in the Donaldson Auditorium (with overflow in the Reed Gymnasium, connected by live video) on June 9, 2018, by the Moderator, Sarah Cannon Holden, at 9:30 a.m., and a quorum being present (688 voters throughout the day), the following business was transacted:*

Andrew Beard and Valerie Fox were sworn in as Deputy Moderator and Town Clerk, respectively, for the duration of the meeting.

### **ARTICLE 1 Proposed by the School Committee**

MOVED, seconded, and VOTED (unanimously): To see if the Town will vote to hear a report from the Lincoln School Committee and its School Building Committee, and to indicate a preference for one of several school building design concepts that will be presented, with the understanding that the selected concept will continue in the schematic design process in anticipation of a VOTE to fund the project through final design development and construction in December of 2018, or take any action relative thereto.

### **ARTICLE 2 Proposed by the Selectmen**

MOVED, seconded, and VOTED: To see if the Town will vote to hear a report from the Board of Selectmen and its Community Center Preliminary Planning and Design Committee (PPDC), and to provide feedback in response to two Hartwell Campus community center building designs that will be represented, with the understanding that the Town's input will inform the PPDC's Report to the Selectmen and a future vote on final design and construction funding, or take any action relative thereto.

Reports under Articles 1 and 2 were presented together, with Jennifer Glass, Board of Selectmen, opened the discussion. Reports were made by the Finance Committee, Capital Planning Committee, the Community Center Preliminary Planning and Design Committee, the School Building Committee, and the Board of Selectmen. The floor was then opened to discussion. Following several comments, questions, and answers; it was:

MOVED, to end the discussion. The moderator called for a voice vote and declared a two-thirds vote in favor of the motion.

The Moderator's decision was challenged by seven voters standing in place; the Moderator called for a standing vote and declared two thirds were in favor of the motion, and discussion was closed.

VOTE, on the five options presented under Article 1 (R, L1, L2, L3, and C), was made by paper ballot (either collected to be fed into the tabulators or voted in person). The results were: L3: 354 votes (56%); C: 156 votes (24.7%); L2: 85 votes (13.4%); R: 27 votes (4.3%); and L1: 10 votes (1.6%).

Options R and L1 were eliminated, and discussion commenced on the three remaining options; it was:

MOVED, to end the discussion. The Moderator called for a voice vote and declared a two-thirds vote in favor of the motion, and discussion was closed.

VOTE, on each of the remaining three options under Article 1 (L2, L3, and C), was made by standing votes on each option. The results were: L2: 42 votes (9%); L3: 345 votes (74%); and C: 79 votes (17%).

A MOTION to dissolve the meeting was seconded and approved. The Meeting dissolved at 2:45p.m.

Respectfully submitted,  
Valerie Fox  
Town Clerk for the June 9, 2018, Special Town Meeting

**State Primary**  
September 4, 2018

Pursuant to a Warrant duly served, the polls were declared open at 7:00 a.m. by Interim Town Clerk, Valerie Fox, assisted by Deputy Town Clerk, Barbara Rhines, and Assistant Town Clerk, Susan Francis. The following Deputy Wardens assisted throughout the day: Judy Fox, Eric Harris, Connie Lewis, and Bryce Wolf. The polls were declared closed at 8:00 p.m. The results were as follows:

<b>STATE PRIMARY</b>	
<b>9/4/2018</b>	
<b>Lincoln, MA</b>	
<b>Ballot Type</b>	<b># Cast</b>
DEMOCRAT	1145
LIBERTARIAN	4
REPUBLICAN	215
Number of Ballots Cast	1364
Total Number of Registered Voters	4731
Percentage Turnout	29%

<b>STATE PRIMARY</b>			
<b>4-Sep-18</b>			
<b>DEMOCRATIC</b>			
<b>Official Results</b>			
<b>Offices &amp; Candidates</b>	<b>Pct. #1</b>	<b>Pct. #2</b>	<b>Total</b>
<b>SEN. IN CONGRESS</b>			
<b>Elizabeth A. Warren</b>	<b>717</b>	<b>363</b>	1080
<b>All Others</b>	<b>6</b>	<b>2</b>	8
<b>BLANK</b>	<b>37</b>	<b>20</b>	57
<b>GOVERNOR</b>			
<b>Jay M. Gonzalez</b>	<b>483</b>	<b>251</b>	734

<b>Bob Massie</b>	<b>200</b>	<b>101</b>	301
<b>All Others</b>	<b>0</b>	<b>1</b>	1
<b>Charles D. Baker</b>	<b>6</b>	<b>1</b>	7
<b>BLANK</b>	<b>71</b>	<b>31</b>	102
<b>LIEUTENANT GOVERNOR</b>			
<b>Quentin Palfrey</b>	<b>503</b>	<b>265</b>	768
<b>Jimmy Tingle</b>	<b>155</b>	<b>80</b>	235
<b>All Others</b>	<b>0</b>	<b>1</b>	1
<b>BLANK</b>	<b>102</b>	<b>39</b>	141
<b>ATTORNEY GENERAL</b>			
<b>Maura Healey</b>	<b>710</b>	<b>357</b>	1067
<b>All Others</b>	<b>2</b>	<b>0</b>	2
<b>BLANK</b>	<b>48</b>	<b>28</b>	76
<b>SECRETARY OF STATE</b>			
<b>William Francis Galvin</b>	470	244	714
<b>Josh Zakim</b>	247	121	368
<b>All Others</b>	1	0	1
<b>BLANK</b>	42	20	62
<b>TREASURER</b>			
<b>Deborah B. Goldberg</b>	637	311	948
<b>WRITE-IN</b>	1	0	1
<b>BLANK</b>	122	74	196
<b>AUDITOR</b>			
<b>Suzanne M. Bump</b>	612	307	919
<b>All Others</b>	1	0	1
<b>BLANK</b>	147	78	225
<b>REP. IN CONGRESS 5TH</b>			
<b>Katherine M. Clark</b>	682	339	1021

All Others	4	0	4
BLANK	75	45	120
<b>COUNCILLOR 3RD DIST.</b>			
Marilyn M. Petitto Devaney	276	138	414
Nick Carter	392	202	594
All Others	0	0	0
BLANK	92	45	137
<b>SEN. IN GEN. COURT 3RD</b>			
Michael J. Barrett	671	325	996
All Others	2	0	2
BLANK	87	60	147
<b>REP. IN GEN. COURT 9TH</b>			
Thomas M. Stanley	619	309	928
All Others	2	0	2
BLANK	139	76	215
<b>DISTRICT ATTORNEY</b>			
Marian T. Ryan	212	128	340
Donna Patalano	485	224	709
All Others	0	0	0
BLANK	63	33	96
<b>CLERK OF COURTS</b>			
Michael A. Sullivan	598	300	898
WRITE-IN	1	0	1
BLANK	160	86	246
<b>REGISTER OF DEEDS</b>			
Maria C. Curtatone	603	298	901
All Others	0	0	0
BLANK	157	87	244

STATE PRIMARY  
4-Sep-18  
**REPUBLICAN**  
Official Results

<b>Offices &amp; Candidates</b>	<b>Pct. #1</b>	<b>Pct. #2</b>	<b>Total</b>
<b>SENATOR IN CONGRESS</b>			
<b>Geoff Diehl</b>	<b>48</b>	<b>36</b>	84
<b>John Kingston</b>	<b>24</b>	<b>20</b>	44
<b>Beth Joyce Lindstrom</b>	<b>41</b>	<b>27</b>	68
<b>All Others</b>	<b>1</b>	<b>0</b>	1
<b>BLANK</b>	<b>15</b>	<b>3</b>	18
<b>GOVERNOR</b>			
<b>Charles D. Baker</b>	<b>98</b>	<b>67</b>	165
<b>Scott D. Lively</b>	<b>28</b>	<b>19</b>	47
<b>All Others</b>	<b>0</b>	<b>0</b>	0
<b>BLANK</b>	<b>3</b>	<b>0</b>	3
<b>LIEUTENANT GOVERNOR</b>			
<b>Karyn E. Polito</b>	<b>99</b>	<b>74</b>	173
<b>All Others</b>	<b>2</b>	<b>0</b>	2
<b>BLANK</b>	<b>28</b>	<b>12</b>	40
<b>ATTORNEY GENERAL</b>			
<b>James R. McMahon III</b>	<b>47</b>	<b>41</b>	88
<b>Daniel L. Shores</b>	<b>42</b>	<b>22</b>	64
<b>All Others</b>	<b>1</b>	<b>0</b>	1
<b>BLANK</b>	<b>39</b>	<b>23</b>	62

<b>SECRETARY OF STATE</b>			
<b>Anthony M. Amore</b>	80	63	143
<b>All Others</b>	3	0	3
<b>BLANK</b>	46	23	69
<b>TREASURER</b>			
<b>Keiko M. Orrall</b>	83	67	150
<b>All Others</b>	1	0	1
<b>BLANK</b>	45	19	64
<b>AUDITOR</b>			
<b>Helen Brady</b>	86	65	151
<b>All Others</b>	1	0	1
<b>BLANK</b>	42	21	63
<b>REP. IN CONGRESS 5TH</b>			
<b>John Hugo</b>	41	36	77
<b>Louis Kuchnir</b>	40	28	68
<b>All Others</b>	0	0	0
<b>BLANK</b>	48	22	70
<b>COUNCILLOR 3RD</b>			
<b>All Others</b>	3	1	4
<b>BLANK</b>	125	86	211
<b>SEN. GEN CT 3RD</b>			
<b>All Others</b>	0	3	3
<b>BLANK</b>	125	87	212
<b>REP. IN GEN. COURT 9TH</b>			
<b>All Others</b>	1	1	2
<b>BLANK</b>	129	84	213

<b>DISTRICT ATTORNEY</b>			
All Others	1	1	2
BLANK	126	87	213
<b>CLERK OF COURTS</b>			
All Others	0	3	3
BLANK	127	85	212
<b>REGISTER OF DEEDS</b>			
All Others	1	2	3
BLANK	126	86	212

<b>STATE PRIMARY</b> 4-Sep-18 <b>LIBERTARIAN</b> Official Results			
Offices & Candidates	Pct. #1	Pct. #2	Total
<b>SENATOR IN CONGRESS</b>			
All Others	0	0	0
BLANK	1	3	4
<b>GOVERNOR</b>			
All Others	0	0	0
BLANK	1	3	4
<b>LIEUTENANT GOVERNOR</b>			
WRITE-IN	0	0	0
BLANK	1	3	4
<b>ATTORNEY GENERAL</b>			
All Others	0	0	0
BLANK	1	3	4

<b>SECRETARY OF STATE</b>			
<b>All Others</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>BLANK</b>	<b>1</b>	<b>3</b>	<b>4</b>
<b>TREASURER</b>			
<b>All Others</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>BLANK</b>	<b>1</b>	<b>3</b>	<b>4</b>
<b>AUDITOR</b>			
<b>Daniel Fishman</b>	<b>1</b>	<b>3</b>	<b>4</b>
<b>All Others</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>BLANK</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>REP. IN CONGRESS 5TH</b>			
<b>All Others</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>BLANK</b>	<b>1</b>	<b>3</b>	<b>4</b>
<b>COUNCILLOR 3RD</b>			
<b>All Others</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>BLANK</b>	<b>1</b>	<b>3</b>	<b>4</b>
<b>SENATOR IN GEN. COURT 3RD</b>			
<b>WRITE-IN</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>BLANK</b>	<b>1</b>	<b>3</b>	<b>4</b>
<b>REP. IN GEN. COURT 9TH</b>			
<b>WRITE-IN</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>BLANK</b>	<b>1</b>	<b>3</b>	<b>4</b>

<b>DISTRICT ATTORNEY</b>			
<b>WRITE-IN</b>	0	0	0
<b>BLANK</b>	1	3	4
<b>CLERK OF COURTS</b>			
<b>WRITE-IN</b>	0	0	0
<b>BLANK</b>	1	3	4
<b>REGISTER OF DEEDS</b>			
<b>WRITE-IN</b>	0	0	0
<b>BLANK</b>	1	3	4

## SPECIAL TOWN MEETING

Saturday, October 20, 2018

*Pursuant to a Warrant duly served, the Meeting was called to order in the Donaldson Auditorium on October 20, 2018, by the Moderator, Sarah Cannon Holden, at 9:04 a.m., and a quorum being present (220 voters throughout the day), the following business was transacted:*

### Article 1 Proposed by the Selectmen

#### Voted: (Majority)

That the Town vote to amend the Zoning Bylaw Section 18.6, Temporary Moratorium on Recreational Marijuana Establishments, by deleting the strikethrough text and adding the bolded text as follows:

Section 18.6, Temporary Moratorium on Recreational Marijuana Establishments

#### §1. Purpose.

On November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, processing, distribution, possession and use of marijuana for recreational purposes. The law, which allows certain personal use and possession of marijuana, began to take effect on December 15, 2016. ~~and requires a Cannabis Control Commission to issue regulations regarding licensing of commercial activities by March 15, 2018.~~ **The Cannabis Control Commission issued regulations on March 23, 2018 regarding recreational (non-medical) use of Marijuana and has begun accepting applications for licensing of non-medical marijuana establishments.**

Currently under the Zoning Bylaw, a Recreational Marijuana Establishment, as defined in G.L. c. 94G, §1 **and 935 CMR 500.00**, is not a permitted use in the Town.

The regulation of Recreational Marijuana Establishments raises novel legal, planning, and public safety issues and the Town needs time to study and consider the regulation of Recreational Marijuana Establishments and address such issues, as well as to address the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of Recreational Marijuana Establishments. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Recreational Marijuana Establishments so as to allow the Town sufficient time to address the effects of such

structures and uses in the Town and to adopt provisions of the Zoning Bylaw in a consistent manner.

§2. Definition.

"Recreational Marijuana establishment" shall mean "a marijuana cultivator, ~~marijuana~~ **independent testing facility laboratory**, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business **as such terms are defined in 935 CMR 500.02.**"

§3 Temporary Moratorium.

For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for Recreational Marijuana Establishments and other uses related to recreational marijuana. The moratorium shall be in effect through ~~November 30, 2018~~ **June 30, 2019** or until such time as the Town adopts Zoning Bylaw amendments that regulate Recreational Marijuana Establishments, whichever occurs earlier. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of recreational marijuana in the Town, consider the Cannabis Control Commission regulations regarding Recreational Marijuana Establishments and shall consider adopting a new Zoning Bylaw in response to these new uses.

**Article 2 Proposed by the Selectmen**  
**Voted: (Majority)**

That the Town vote to amend the Zoning Bylaw by adding a new Section 18.7, Recreational Marijuana Establishments Prohibited, that would provide as follows, and further to amend the Table of Contents to add Section 18.7, "Recreational Marijuana Establishments Prohibited":

18.7 Recreational Marijuana Establishments Prohibited. Consistent with G.L. c.94G, S 3(a)(2), all types of “marijuana establishments” as defined in 935 CMR 500.002, including marijuana cultivators, independent testing laboratories, research facilities, marijuana product manufacturers, marijuana retailers or any other types of licensed marijuana–related businesses, shall be prohibited in the Town of Lincoln. This Section shall be effective upon passage by the voters at a Town Election.

A motion to dissolve the meeting was seconded and approved.

Respectfully submitted,  
Valerie Fox, Interim Town Clerk

## State Election November 6, 2018

Pursuant to a Warrant duly served, the polls were declared open at 7:00 a.m. by Interim Town Clerk, Valerie Fox, assisted by Deputy Town Clerk, Barbara Rhines, and Assistant Town Clerk, Susan Francis. The following Deputy Wardens assisted throughout the day: Sarah Chester, Lori Foley, Judy Fox, Connie Lewis, Eric Harris, Agnes Wiggin and Bryce Wolf. The polls were declared closed at 8:00 p.m. The results were as follows:

<b>State Election</b>			
November 6, 2018			
Official Results - Town of Lincoln			
<b>Ballots Cast:</b>			<b>3556</b>
<b>Registered Voters:</b>			<b>4797</b>
<b>Turnout:</b>			<b>74%</b>
<b>Offices &amp; Candidates</b>	<b>Pct #1</b>	<b>Pct #2</b>	<b>TOTAL</b>
<b>SENATOR IN CONGRESS</b>			
Elizabeth A. Warren	1744	999	<b>2743</b>
Geoff Diehl	370	288	<b>658</b>
Shiva Ayyadurai	61	43	<b>104</b>
All Others	2	2	<b>4</b>
Blank	27	20	<b>47</b>
<b>GOVERNOR &amp; LT GOVERNOR</b>			
Baker & Polito	1172	794	<b>1966</b>
Gonzalez & Palfrey	991	527	<b>1518</b>
All Others	6	1	<b>7</b>
Blank	35	30	<b>65</b>
<b>ATTORNEY GENERAL</b>			
Maura Healey	1833	1077	<b>2910</b>
James R. McMahon 111	337	252	<b>589</b>
All Others	1	3	<b>4</b>
Blank	33	20	<b>53</b>
<b>SECRETARY OF STATE</b>			

William Francis Galvin	1715	1015	<b>2730</b>
Anthony M. Amore	308	228	<b>536</b>
Juan G. Sanchez, Jr.	110	61	<b>171</b>
All Others	0	1	<b>1</b>
Blank	71	47	<b>118</b>
<b>TREASURER</b>			
Deborah B. Goldberg	1690	970	<b>2860</b>
Keiko M. Orall	332	265	<b>597</b>
Jamie M. Guerin	80	50	<b>130</b>
All Others	1	1	<b>2</b>
Blank	101	66	<b>167</b>
<b>AUDITOR</b>			
Suzanne M. Bump	1520	868	<b>2388</b>
Helen Brady	394	274	<b>668</b>
Daniel Fishman	103	86	<b>189</b>
Edward J. Stamas	66	40	<b>106</b>
All Others	0	1	<b>1</b>
Blank	121	83	<b>204</b>
<b>REPRESENTATIVE IN CONGRESS</b>			
Katherine M. Clark	1793	1053	<b>2846</b>
John Hugo	352	268	<b>620</b>
All Others	0	1	<b>1</b>
Blank	59	30	<b>89</b>
<b>COUNCILLOR</b>			
Marilyn M. Petitto Devaney	1699	1016	<b>2715</b>
All Others	23	24	<b>47</b>
Blank	482	312	<b>794</b>
<b>SENATOR IN GENERAL COURT</b>			
Michael J. Barrett	1796	1074	<b>2870</b>
All Others	14	17	<b>31</b>
Blank	394	261	<b>655</b>
<b>REPRESENTATIVE IN GENERAL COURT</b>			
Thomas Stanley	1761	1053	<b>2814</b>
All Others	10	16	<b>26</b>

Blank	433	283	<b>716</b>
<b>DISTRICT ATTORNEY</b>			
Marian T. Ryan	1753	1048	<b>2801</b>
All Others	14	15	<b>29</b>
Blank	437	289	<b>726</b>
<b>CLERK OF COURTS</b>			
Michael A. Sullivan	1742	1037	<b>2779</b>
All Others	11	13	<b>24</b>
Blank	451	302	<b>753</b>
<b>REGISTER OF DEEDS</b>			
Maria C. Curtatone	1739	1031	<b>2770</b>
All Others	11	15	<b>26</b>
Blank	454	306	<b>760</b>
<b>Question 1 Patients</b>			
YES	496	336	<b>832</b>
NO	1610	976	<b>2586</b>
Blank	98	40	<b>138</b>
<b>Question 2 Constitution</b>			
YES	1746	1056	<b>2802</b>
NO	371	261	<b>632</b>
Blank	87	35	<b>122</b>
<b>Question 3 Gender</b>			
YES	1822	1058	<b>2880</b>
NO	324	261	<b>585</b>
Blank	58	33	<b>91</b>

**Special Town Meeting**  
Saturday, December 1, 2018

Pursuant to a Warrant duly served, the Meeting was called to order in the Donaldson Auditorium (with overflow in the Reed Gymnasium, connected by live video) on December 1, 2018, by the Moderator, Sarah Cannon Holden, at 9 a.m., and a quorum being present (974 voters throughout the day), the following business was transacted:

Andrew Beard was sworn in as Deputy Moderator for the duration of the meeting.

Article 1 Proposed by the School Committee

MOVED and seconded and VOTED:

**MOTION under ARTICLE 1 School Committee**

Moved: That the Town appropriate the amount of ninety-three million nine hundred thousand dollars (\$93,900,000), to be expended under the direction of the Lincoln School Building Committee, for costs of designing, renovating, rebuilding, equipping, and furnishing the Lincoln School located on Ballfield Road, Lincoln, MA, including the payment of all costs incidental or related thereto. To meet this appropriation: 1) the Treasurer is authorized, with the approval of the Selectmen, to borrow \$88,500,000 under the provisions of G.L. c.44B, G.L. c.44 and/or any other enabling authority and to issue bonds or notes of the Town therefor; and further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs; 2) the sum of \$ 4,400,000 be transferred from the Stabilization Fund; and 3) the sum of \$1,000,000 be transferred from Free Cash; provided, however, that the vote taken hereunder shall be expressly contingent upon approval by the voters of a ballot question to exclude the amounts required in order to pay for the bond and/or any notes issued for said building project pursuant to the provisions of Proposition 2 ½, so called. Further, that the School Committee is authorized: (i) to lease school property to be used by a solar energy provider to erect, operate and maintain solar energy facilities; (ii) to enter into renewable energy power purchase and/or net metering credit or similar agreements, with such agreements to be for a term of up to 30 years and on such other terms as the School Committee deems in the best interest of the Town; and (iii) to enter into payment in lieu of tax agreements pursuant to G.L. c.59, §38H(b) in connection with such facilities; and to take whatever additional action may be required to effectuate said lease and solar agreements.

Reports were presented, with Jennifer Glass, Board of Selectmen, opened the discussion. Reports were made by the School Building Committee, Finance Committee, Capital Planning Committee, Green Energy Committee and the Board of Selectmen. The floor was then opened to discussion. Following several comments, questions, and answers; it was:

MOVED, to end the discussion. The moderator called for a voice vote and declared a two-thirds vote in favor of the motion.

VOTE, was made by a standing vote. The results were YES votes 806 (89%) and NO votes were 100. The moderator declared a two-thirds vote in favor of the motion.

A MOTION to dissolve the meeting was seconded and approved. The Meeting dissolved at 12:36 p.m.

Respectfully submitted,

Valerie Fox, Interim Town Clerk

## Special Town Election December 3, 2018

Pursuant to a Warrant duly served, the polls were declared open at 7:30 a.m. by Interim Town Clerk, Valerie Fox, assisted by Deputy Town Clerk, Barbara Rhines, and Assistant Town Clerk, Susan Francis. The following Deputy Wardens assisted throughout the day: Carolyn Birmingham, Connie Lewis and Judy Fox. The polls were declared closed at 8:00 p.m. The results were as follows:

<b>Special Local Election</b>			
December 3, 2018			
Official Results - Town of Lincoln			
<b>Ballots Cast:</b>	<b>1688</b>		
<b>Registered Voters:</b>	<b>4811</b>		
<b>Turnout:</b>	<b>35.09%</b>		
<p><b>BALLOT QUESTION 1:</b> Shall the Town of Lincoln be allowed to exempt from the provisions of proposition two and one-half, so called, the amounts required to pay for the bonds issued in order to pay the costs of designing, renovating, rebuilding, equipping, and furnishing the Lincoln School, located on Ballfield Road, Lincoln, including payment of costs incidental or related thereto?</p>			
	Precinct 1	Precinct 2	<b>TOTALS</b>
Yes	750	400	<b>1150</b>
No	341	196	<b>537</b>
Blank	0	1	<b>1</b>

FINANCE  
FINANCE DIRECTOR/TOWN ACCOUNTANT  
Colleen Wilkins

Town of Lincoln, Massachusetts  
Combined Balance Sheet - All Fund Types and Account Groups  
June 30, 2018

	Governmental Fund Types		Capital Projects	Proprietary Fund Type		Fiduciary Fund Type	General Long Term Debt Group	General Fixed Asset Account Group	Totals (Memo Only)
	General	Special Revenue		Enterprise	Trust & Agency				
<b>Assets</b>									
Cash/Investments	15,802,652	13,641,144	16,319	1,669,272	11,230,434				42,359,821
Petty Cash	900	945							1,845
Receivables:									-
Property Taxes	623,851	5,670							629,521
Allowance for Abatements and Exemptions	(333,869)								(333,869)
Excises	134,087								134,087
Tax Liens	80,119	1,049		3,422					84,590
Tax Possession	31,150								31,150
Departmental Receivables	286	66,196		253					66,735
Subdivision Bond -40 Deerhaven	25,000								25,000
User Charges, Net of Allowance for Uncollectible				23,720					23,720
Due from Other Governments		1,907,569							1,907,569
Fixed Assets, Net of Depreciation				12,785,247				90,600,358	103,385,605
Land									-
Accum Depr Plant				(5,296,376)					(5,296,376)
Machinery & Equip									-
Accum Depr Machinery & Equip								(27,501,371)	(27,501,371)
Amount to be Provided for Payment of Bonds							7,110,000		7,110,000
<b>Total Assets</b>	<b>16,364,176</b>	<b>15,622,574</b>	<b>16,319</b>	<b>9,185,538</b>	<b>11,230,434</b>	<b>-</b>	<b>7,110,000</b>	<b>63,098,988</b>	<b>122,628,028</b>



**COLLECTOR'S REPORT**  
**Krystal Elder, Collector**  
**Cash Balances as of June 30, 2018**

Description	Balance 6/30/2017	Commitments / New Charges	Abatements / Credits	Payments Received	Balance 6/30/2018
<b>REAL ESTATE TAXES</b>					
Tax Title Accounts	69,852.50	59,219.09		48,952.50	80,119.09
Taxes in Deferral	348,004.44	50,442.96		1,169.06	397,278.34
2013 Real Estate	3,174.03			3,134.19	39.84
2014 Real Estate	2.86			2.87	(0.01)
2015 Real Estate	7,662.94			7,662.94	
2016 Real Estate	16,440.82			16,360.42	80.40
2017 Real Estate	249,317.17			249,318.71	(1.54)
2018 Real Estate	-	28,485,855.59	29,163.20	28,234,579.03	222,113.36
Real Estate Possession	31,150.00				31,150.00
<b>TOTAL REAL ESTATE</b>	<b>\$ 725,604.76</b>	<b>\$ 28,595,517.64</b>	<b>\$ 29,163.20</b>	<b>\$ 28,561,179.72</b>	<b>\$ 730,779.48</b>
<b>PERSONAL PROPERTY TAXES</b>					
2008 Personal Property	179.75				179.75
2009 Personal Property	23.81				23.81
2011 Personal Property	3.64				3.64
2012 Personal Property	606.40				606.40
2013 Personal Property	658.39				658.39
2014 Personal Property	-				-
2015 Personal Property	2.79				2.79
2016 Personal Property	552.06			8.76	543.30
2017 Personal Property	1,752.96			593.79	1,159.17
2018 Personal Property	-	614,099.52		612,936.34	1,163.18
<b>TOTAL PERSONAL PROPERTY</b>	<b>\$ 3,779.80</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 602.55</b>	<b>\$ 4,340.43</b>
<b>MOTOR VEHICLE AND TRAILER EXCISE</b>					
2008 Excise	4,157.82			266.25	3,891.57
2009 Excise	4,123.98				4,123.98
2010 Excise	4,288.96				4,288.96
2011 Excise	4,571.90			48.13	4,523.77
2012 Excise	6,632.82			568.75	6,064.07
2013 Excise	5,800.81			378.75	5,422.06
2014 Excise	6,548.54			426.88	6,121.66
2015 Excise	6,857.03		696.37	882.19	5,278.47
2016 Excise	18,655.29		1,550.11	7,568.76	9,536.42
2017 Excise	70,391.73	191,361.51	17,078.72	223,967.21	20,707.31
2018 Excise	-	947,576.02	23,411.61	859,982.28	64,182.13
<b>TOTAL EXCISE</b>	<b>\$ 132,028.88</b>	<b>\$ -</b>	<b>\$ 19,325.20</b>	<b>\$ 10,139.71</b>	<b>\$ 134,140.40</b>
<b>WATER USAGE CHARGES</b>					
Total Water Commitments	43,878.76	1,013,449.27	40,234.51	993,120.67	23,972.85
Water Liens Added to Tax	1,567.21	21,766.26		15,096.29	8,237.18
Water Liens Added to Tax Title	80.20	847.07		80.20	847.07
<b>TOTAL WATER</b>	<b>\$ 45,526.17</b>	<b>\$ 1,036,062.60</b>	<b>\$ 40,234.51</b>	<b>\$ 1,008,297.16</b>	<b>\$ 33,057.10</b>
<b>COMMUNITY PRESERVATION ACT</b>					
2013 CPA	-				-
2014 CPA	-				-
2015 CPA	207.60			207.60	-
2016 CPA	420.56			420.56	-
2017 CPA	-			0.64	(0.64)
2018 CPA	-	771,559.78	936.85	764,951.84	5,671.09
Tax Title CPA	806.44	769.43		526.86	1,049.01
<b>TOTAL CPA</b>	<b>\$ 1,434.60</b>	<b>\$ 772,329.21</b>	<b>\$ 936.85</b>	<b>\$ 766,107.50</b>	<b>\$ 6,719.46</b>
<b>GRAND TOTALS:</b>	<b>\$ 908,374.21</b>	<b>\$ 30,403,909.45</b>	<b>\$ 89,659.76</b>	<b>\$ 30,346,326.64</b>	<b>\$ 909,036.87</b>
<b>MISC. OTHER COLLECTIONS</b>				<u>Receipts</u>	
Interest on R.E. Taxes				\$ 47,974.50	
Interest on P.P. Taxes				102.04	
Interest on Mot. Veh. Excise				6,444.24	
Interest on CPA Surcharge				1,175.80	
Late Charge on Water				2,660.00	
Interest on Water				5,069.77	
Demand & Warrant Fees				8,625.00	
License Marking Fees				1,680.00	
Municipal Lien Cert. Fees				3,575.00	
<b>TOTAL</b>				<b>\$ 77,306.35</b>	

**FINANCE  
TREASURER'S REPORT  
KRYSTAL ELDER, TOWN TREASURER  
CASH BALANCES AS OF JUNE 30, 2018**

<b>General Town Funds</b>	<b>Cash on Deposit</b>
<b><u>Citizen's Bank</u></b>	
Depository Account	3,324,026.86
Vendor Account	(965.55)
Payroll Account	728.27
Hanscom Account	2,947,363.98
Justice Drug Fund	157.78
State Drug Fund	854.58
Recreation Revolving Account	267,594.18
Student Activity Agency Funds	71,271.68
Escrow Account	89,758.22
Cultural Council	6,199.26
<b><u>Eastern Bank</u></b>	
Depository Account	3,521,987.63
Vendor Account	0.00
Payroll Account	0.00
<b><u>Century Bank</u></b>	
Money Market	1,000,942.63
Conservation	64,666.03
<b><u>Harbor One</u></b>	
Depository Account	2,015,069.65
CPA	801,361.96
Water	1,823,822.48
<b><u>UniBank</u></b>	
Remote Capture	1,261,012.28
Online Collections	1,133,922.52
ACH Transfers	367,973.93
Stabilization	1,880.92
Certificate of Deposit	1,021,198.77
School Unipay	86,756.00
Town Offices	1,320.91
<b><u>Rockland Trust</u></b>	
Depository Account	763,413.40
School Lunch Revolving Fund	71,225.95
Police Narcotics Fund	1,294.84
Minuteman	1,617.52
Minuteman Monitor	23,831.11
<b><u>Commonwealth Financial</u></b>	
Library Funds	791.70
<b><u>State Retiree Benefits Trust Fund</u></b>	
OPEB	7,669,736.33
<b><u>Needham Bank</u></b>	
Stabilization	4,909,554.40
<b><u>Mass. Municipal Depository Trust</u> (pooled investment)</b>	
General Town Account	373,570.01
Community Preservation Act Fund	704,513.56
Affordable Housing	1,596,016.00
<b><u>Belmont Savings Bank</u></b>	
Depository Account	53,285.66
Hanscom Account	4,723,274.91
Petty Cash (located in various offices)	1,845.00
<b>General Town Funds - Total</b>	<b>\$40,702,875.36</b>
<b>Trust Funds</b>	
<b><u>Commonwealth Financial Network</u></b>	
Various Investments	
Cash/Cash Equivalents	17,009.74
Equities	1,108,454.28
Fixed Income	533,326.13
<b>Trust Funds - Totals</b>	<b>\$1,658,790.15</b>
<b>TOTAL CASH BALANCE (06/30/18)</b>	<b>\$42,361,665.51</b>
<b>(General Town Funds Total + Trust Funds Total)</b>	<b>\$42,361,665.51</b>

**STATEMENT OF OUTSTANDING DEBT  
AS OF JUNE 30, 2018**

General Obligation Bond (2.206555%) - For road improvements  
Issued May 1, 2010 under Ch. 44 Section 7(5) and as amended  
and voted at annual town meeting on March 29, 20008 and March 31, 2008  
Article 21, Question 1

**OUTSTANDING PRINCIPAL                    \$740,000.00**

<b>REMAINING REPAYMENT SCHEDULE</b>		<b>PRINCIPAL DUE</b>	<b>INTEREST DUE</b>
<b>DUE DATE</b>			
11/1/2018			11,100.00
5/1/2019		590,000.00	11,100.00
11/1/2019			2,250.00
5/1/2020		150,000.00	2,250.00
<b>TOTAL</b>		<b>740,000.00</b>	<b>26,700.00</b>

General Obligation Bond (2.0497%)- For Land Acquisition  
Dated May 10, 2011 under GL Ch 44 Section 7(3) and a vote  
of the Town passed on March 27, 2010 (Article 11) and March 29, 2010 (Question 1)

**OUTSTANDING PRINCIPAL                    \$230,000.00**

<b>REMAINING REPAYMENT SCHEDULE</b>		<b>PRINCIPAL DUE</b>	<b>INTEREST DUE</b>
<b>DUE DATE</b>			
11/1/2018			3,637.50
5/1/2019		80,000.00	3,637.50
11/1/2019			2,437.50
5/1/2020		75,000.00	2,437.50
11/1/2020			1,218.75
5/1/2021		75,000.00	1,218.75
<b>TOTAL</b>		<b>230,000.00</b>	<b>14,587.50</b>

General Obligation Bond (1.710%)- For Computer Hardware and Software  
Dated May 10, 2011 under GL Ch 44 Section 7(28) and 7(29) and a vote  
of the Town passed on March 27, 2010 (Article 11) and March 29, 2010 (Question 1)

**OUTSTANDING PRINCIPAL                    \$100,000.00**

<b>REMAINING REPAYMENT SCHEDULE</b>		<b>PRINCIPAL DUE</b>	<b>INTEREST DUE</b>
<b>DUE DATE</b>			
11/1/2018			1,562.50
5/1/2019		50,000.00	1,562.50
11/1/2019			812.50
5/1/2020		50,000.00	812.50
<b>TOTAL</b>		<b>100,000.00</b>	<b>4,750.00</b>

General Obligation Bond (3.886%)- For Town Hall Remodeling  
Dated May 10, 2011 under GL Ch 44 Section 7(3A) and a vote  
of the Town passed on March 26, 2011 (Article 9) and March 28, 2011 (Question 1)

**OUTSTANDING PRINCIPAL                    \$4,765,000.00**

<b>REMAINING REPAYMENT SCHEDULE</b>		<b>PRINCIPAL DUE</b>	<b>INTEREST DUE</b>
<b>DUE DATE</b>			
11/1/2018			91,287.50
5/1/2019		210,000.00	91,287.50
11/1/2019			88,137.50
5/1/2020		210,000.00	88,137.50
11/1/2020			84,725.00
5/1/2021		210,000.00	84,725.00
11/1/2021			81,312.50
5/1/2022		210,000.00	81,312.50
11/1/2022			78,162.50
5/1/2023		210,000.00	78,162.50
11/1/2023			75,012.50
5/1/2024		210,000.00	75,012.50
11/1/2024			71,600.00
5/1/2025		210,000.00	71,600.00
11/1/2025			67,925.00
5/1/2026		210,000.00	67,925.00
11/1/2026			64,250.00
5/1/2027		210,000.00	64,250.00
11/1/2027			60,312.50
5/1/2028		210,000.00	60,312.50
11/1/2028			56,375.00
5/1/2029		205,000.00	56,375.00
11/1/2029			52,275.00
5/1/2030		205,000.00	52,275.00
11/1/2030			48,175.00
5/1/2031		205,000.00	48,175.00
11/1/2031			44,075.00
5/1/2032		205,000.00	44,075.00
11/1/2032			39,975.00
5/1/2033		205,000.00	39,975.00
11/1/2033			35,618.75
5/1/2034		205,000.00	35,618.75

General Obligation Bond (3.886%)- For Town Hall Remodeling  
Dated May 10, 2011 under GL Ch 44 Section 7(3A) and a vote  
of the Town passed on March 26, 2011 (Article 9) and March 28, 2011 (Question 1)

**REMAINING REPAYMENT SCHEDULE (continued)**

<b>DUE DATE</b>	<b>PRINCIPAL DUE</b>	<b>INTEREST DUE</b>
11/1/2034		31,262.50
5/1/2035	205,000.00	31,262.50
11/1/2035		26,906.25
5/1/2036	205,000.00	26,906.25
11/1/2036		22,421.88
5/1/2037	205,000.00	22,421.88
11/1/2037		17,937.50
5/1/2038	205,000.00	17,937.50
11/1/2038		13,453.13
5/1/2039	205,000.00	13,453.13
11/1/2039		8,968.75
5/1/2040	205,000.00	8,968.75
11/1/2040		4,484.38
5/1/2041	205,000.00	4,484.38
<b>TOTAL</b>	<b>4,765,000.00</b>	<b>2,329,306.28</b>

General Obligation Bond (2.000%)- Library Fire Suppression System (IE)  
Dated May 8, 2014 under GL Ch 44, Section 7(3A) and a vote  
of the Town passed on March 23, 2013 (Article 11)

**OUTSTANDING PRINCIPAL      \$170,000.00****REMAINING REPAYMENT SCHEDULE**

<b>DUE DATE</b>	<b>PRINCIPAL DUE</b>	<b>INTEREST DUE</b>
11/1/2018		1,700.00
5/1/2019	170,000.00	1,700.00
<b>TOTAL</b>	<b>170,000.00</b>	<b>3,400.00</b>

General Obligation Bond (3.935%)- Land Acquisition  
Dated June 15, 2017 under GL Ch 44, Section 7(1) or 44B and a vote  
of the Town passed on March 25, 2017 (Article 11)

**OUTSTANDING PRINCIPAL      \$1,105,000.00****REMAINING REPAYMENT SCHEDULE**

<b>DUE DATE</b>	<b>PRINCIPAL DUE</b>	<b>INTEREST DUE</b>
12/1/2018		23,775.00
6/1/2019	80,000.00	23,775.00
12/1/2019		21,775.00
6/1/2020	80,000.00	21,775.00
12/1/2020		19,775.00
6/1/2021	80,000.00	19,775.00
12/1/2021		17,775.00
6/1/2022	80,000.00	17,775.00
12/1/2022		15,775.00
6/1/2023	80,000.00	15,775.00
12/1/2023		13,775.00
6/1/2024	80,000.00	13,775.00
12/1/2024		11,775.00
6/1/2025	80,000.00	11,775.00
12/1/2025		9,775.00
6/1/2026	80,000.00	9,775.00
12/1/2026		7,775.00
6/1/2027	80,000.00	7,775.00
12/1/2027		5,775.00
6/1/2028	80,000.00	5,775.00
12/1/2028		4,575.00
6/1/2029	80,000.00	4,575.00
12/1/2029		3,375.00
6/1/2030	75,000.00	3,375.00
12/1/2030		2,250.00
6/1/2031	75,000.00	2,250.00
12/1/2031		1,125.00
6/1/2032	75,000.00	1,125.00
<b>TOTAL</b>	<b>1,105,000.00</b>	<b>318,150.00</b>

## COMMISSION OF TRUST FUNDS

Krystal Elder, Treasurer  
Paul Fitzgerald  
Doug Harding  
Donald Collins, Chair

The fiscal year ending June 30<sup>th</sup> 2018 was a remarkably tranquil period for the US financial markets. The combination of a strong and growing US economy and surging corporate profits, aided by the Tax Cut and Jobs Act, fueled a steady rally in US equities.

Fixed Income Investments had modestly negative returns as the Federal Reserve continued to pursue a restrictive monetary policy primarily through steady increases in the fed funds rate.

International Equities generally underperformed US Equities as Economies in Europe, Japan and China decelerated.

The Trust funds investments performed as expected during this period. The portfolio's conservative asset allocation and broad diversification restrained returns somewhat during the run up in US equities. But will provide stability during periods of greater market volatility. Fixed income investments outperformed their respective benchmarks due to the short duration of the portfolio. And Alternative Investments contributed a modest positive return.

## FY 2018 TRUST FUND COMMISSIONERS' REPORT

	6/30/2017 BALANCE	REVENUE	EXPENSES	6/30/2018 BALANCE	PRINCIPAL*
<b>Library Funds</b>					
Abbie J. Stearns Fund	3,984.36	219.11		\$ 4,203.47	1,500.00
Alice D. Hart & Olive B. Floyd Fund	1,958.48	107.68		\$ 2,066.16	1,000.00
C. Edgar & Elizabeth S. Wheeler Fund	2,556.90	140.62		\$ 2,697.52	1,000.00
Codman Fund	2,005.88	110.33		\$ 2,116.21	1,000.00
Dorothy Moore Fund	13,024.76	716.25		\$ 13,741.01	5,000.00
Edith Winter Sperber Fund	0.01	-		\$ 0.01	-
George C. & Eleanor F. Tarbell Fund	21,105.14	1,160.57		\$ 22,265.71	11,875.62
George G. Tarbell Fund	10,334.30	568.28		\$ 10,902.58	4,000.00
George Russell Fund	2,189.68	120.38		\$ 2,310.06	1,000.00
Gleason Fund	36,497.78	1,679.01	(3,715.19)	\$ 34,461.60	30,000.00
Herschbach Fund	11,758.36	646.60		\$ 12,404.96	5,025.00
John H. Pierce Fund	1,530.69	84.15		\$ 1,614.84	1,000.00
John W. & Eleanor Tarbell Carman Fund	66,794.73	3,550.83	(995.75)	\$ 69,349.81	30,652.50
Joseph & Henri-Ann Sussman Fund	18,234.14	1,002.73		\$ 19,236.87	9,400.00
Katherine S. Bolt Fund	4.00	0.24		\$ 4.24	-
Lincoln Library Fund	1,878.83	103.30		\$ 1,982.13	1,000.00
Lucretia J. Hoover Fund	4,689.25	257.86		\$ 4,947.11	2,206.26
Mary Jane & Murray P. Farnsworth Fund	1,809.88	99.54		\$ 1,909.42	1,000.00
Virginia S. Dillman Fund	10,837.66	595.94		\$ 11,433.60	5,000.00
West Abrashkin Fund	1,988.50	109.35		\$ 2,097.85	1,000.00
<b>Library Funds - TOTAL</b>	<b>\$ 213,183.33</b>	<b>\$ 11,272.77</b>	<b>\$ (4,710.94)</b>	<b>\$ 219,745.16</b>	<b>\$ 112,659.38</b>
<b>Miscellaneous Funds</b>					
Abbie J. Stearns Fund for the Silent Poor	4,990.59	274.44		\$ 5,265.03	1,225.05
Alfred Callahan Fund	4,991.86	274.50		\$ 5,266.36	3,015.93
Bemis Lecture Fund	33,713.13	1,853.93		\$ 35,567.06	30,000.00
Betty Bjork Prof Dev Fund	33,793.97	1,858.37		\$ 35,652.34	22,740.00
Christine Patterson Fund	19,476.34	1,071.00		\$ 20,547.34	11,425.05
Codman Scholarship Fund	293,343.94	15,503.71	(1,260.00)	\$ 307,587.65	262,500.00
DeCordova School Equipment Fund	52,729.17	2,899.59		\$ 55,628.76	48,592.07
Donald Gordon Recreation Fund	18,253.41	1,003.78		\$ 19,257.19	5,256.07
Jane Hamilton Poor Scholarship Fund	11,272.88	619.90		\$ 11,892.78	1,235.00
John H. Pierce Legacy Fund	127,297.08	116,395.33		\$ 243,692.41	115,000.00
John Todd Fund	43,671.77	2,187.25	(1,715.00)	\$ 44,144.02	30,000.00
Joseph Brooks Grammar School Fund	2,577.55	141.75		\$ 2,719.30	1,217.27
Lawrence H. Green Fund	6,479.85	356.30		\$ 6,836.15	1,307.65
Lincoln Scholarship Fund	344,857.39	20,278.08	(37,062.00)	\$ 328,073.47	228,353.50
Norman Hapgood Fund	696.03	141.57		\$ 837.60	546.39
Tricentennial Fund	16,212.63	2,773.00	(71.88)	\$ 18,913.75	12,918.55
<b>Miscellaneous Funds - TOTAL</b>	<b>\$ 1,014,357.59</b>	<b>\$ 167,632.50</b>	<b>\$ (40,108.88)</b>	<b>\$ 1,141,881.21</b>	<b>\$ 775,332.53</b>
<b>Special Funds</b>					
Cemetery Perpetual Care Fund	\$ 274,909.53	27,254.86	(5,000.00)	297,164.39	214,287.95
<b>Special Funds - TOTAL</b>	<b>274,909.53</b>	<b>27,254.86</b>	<b>(5,000.00)</b>	<b>297,164.39</b>	<b>214,287.95</b>
<b>All Funds - TOTAL</b>	<b>\$ 1,502,450.45</b>	<b>\$ 206,160.13</b>	<b>\$ (49,819.82)</b>	<b>\$ 1,658,790.76</b>	<b>\$ 1,102,279.86</b>

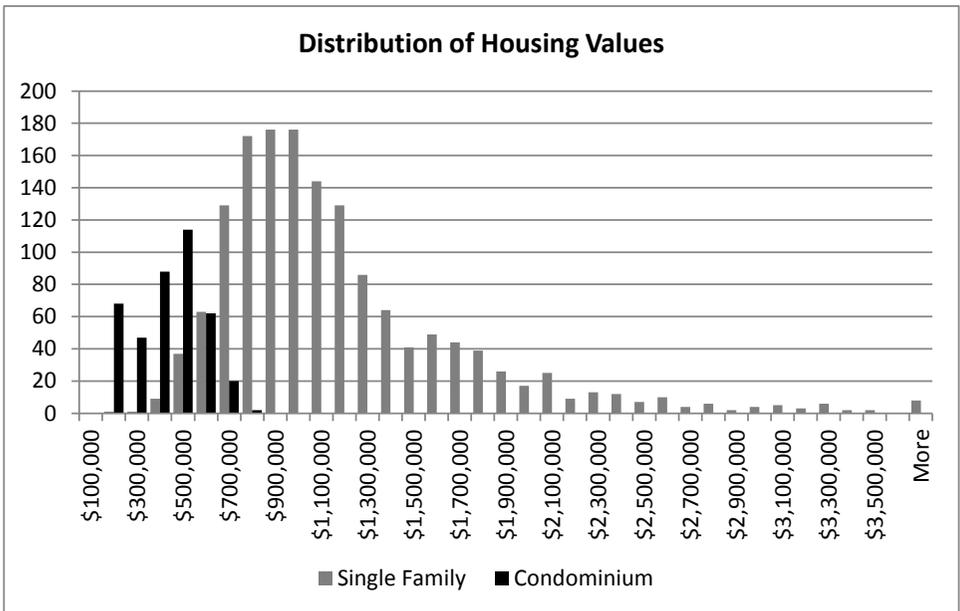
\*NOTE: Principal represents the portion of the Fund Balance which cannot be spent.

## BOARD OF ASSESSORS

Ellen Meadors, Member  
Edward Morgan, Member  
Laura Sander, Chair

**Staff** – Our full time staff person is Dorothy Blakeley. To provide additional assessing services we contract with Regional Resources Group, Inc. Nate Cramer, an employee of RRG is in the office one day a week (usually Thursdays) and Harald Scheid, President of RRG, is in the office one morning a week (usually Monday).

**Housing Values** – Sales in calendar year 2017 (the basis for the FY 2019 values) showed that prices increased about 1 percent on average from the previous year. Assessments were based on 43 single-family home sales and 18 condominium sales. The average value of a single-family home for fiscal year 2019 was \$1,149,169 resulting in an average tax bill of \$16,564 including the CPA tax. Single-family home values ranged from \$189,700 to \$6,567,100 with the median at \$999,800. The average value of a condominium was \$384,884. Condominium values ranged from \$126,100 to \$705,300 with the median at \$398,200.



**Abatements** – For fiscal year 2019, 14 abatement applications were filed. Each property was measured and inspected, and then compared with similar properties that sold in 2017. Of the total, seven abatements were granted and seven were denied. Abatement decisions may be appealed to the Appellate Tax

Board. In fiscal year 2019 there have been two appeals filed with the ATB. Taxpayers who believe their assessment is too high are encouraged to file an abatement with the Assessor's Office within one month of getting their fall tax bill.

**Split Tax Rate** – The Selectmen approved a split tax rate that increases the proportion of taxes paid by the owners of commercial properties. For fiscal year 2019, the tax rate was set at \$14.03 per \$1,000 for residential property and at \$18.44 per \$1,000 for commercial property.

**Top Ten Taxpayers**

<b>Assessment</b>	<b>Name</b>	<b>Location</b>
\$73,413,000	THE COMMONS IN LINCOLN *	1 HARVEST CIRCLE
\$18,521,900	LINCOLN NORTH **	55 OLD BEDFORD RD
\$12,225,400	NSTAR	VARIOUS
\$7,532,800	LINCOLN WOODS	1-95 WELLS RD
\$6,567,100	PRIVATE CITIZEN	
\$6,540,900	LINCOLN RIDGE ESTATES	RIDGE RD AND GREENRIDGE LN
\$5,714,500	PRIVATE CITIZEN	
\$5,249,500	PRIVATE CITIZEN	
\$5,130,600	PRIVATE CITIZEN	
\$5,129,700	THE MALL AT LINCOLN STATION**	

\* Taxed partially at the higher commercial rate

\*\* Taxed at the higher commercial rate

**Property Tax Deferrals and Exemptions** – Lincoln's property tax deferral program allows seniors 60 years or older with income below annually established levels to defer all or part of their annual property taxes. Presently incomes may not exceed \$57,000 for a single person, or \$86,000 for a married couple. Deferred property taxes and interest at 4% are repaid to the Town when the owner dies or sells the home. Six property owners took advantage of the property tax deferral in fiscal year 2019. Please call the office at any time of the year to receive an application or consult with office staff about the various exemption and deferral programs.

**Re-inspections** – Each year the Assessors conduct re-inspections of about one-fifth of Lincoln properties. The re-inspection consists of measurement of the outside of the house and a quick walk-through of the inside to verify that the data on the Property Record Card is correct. This process helps keep valuations accurate and up to date. You will receive notification in the mail if your property is planned for re-inspection.

**Assessments** – The fiscal year 2019 assessed values, Assessors' maps, and Property Record Cards are available from the Assessors page of the Town website at [www.lincolntown.org](http://www.lincolntown.org) or by calling our office at 781-259-2611.

## **CAPITAL PLANNING COMMITTEE**

Audrey Kalmus, Chair and At-large Citizen Representative  
Jacqueline Apsler, Library Trustee Representative  
Jonathan Dwyer, Selectmen Representative  
Jim Henderson, Conservation Commission Representative  
Maria Hylton, At-large Citizen Representative  
Pete Hussey, At-large Citizen Representative  
Peter Montero, At-large Citizen Representative  
Robyn Dunbar, At-large Citizen Representative  
Al Schmertzler, School Committee Representative  
Mary Day, Assistant Town Administrator – Member Ex-officio

Since the establishment of the modified Capital Planning Bylaw, the Capital Planning Committee (CapCom) is charged with evaluating capital requests as well as maintenance funding requests. The CapCom is tasked with evaluating each proposal for need, viability and the effect on operating budgets.

In 2018, the CapCom reviewed departments' requests for FY19 (totaling \$2,235,079) and recommended funding as shown in the following table.

In addition, to inform the town building projects process the CapCom conducted detailed interviews with town departments regarding expected/planned capital needs over the next ten years. The information gathered in these interviews was summarized and presented at the January 9, 2018 multi-board meeting.

FY19 Capital						
Department	Cash Capital Request	Disapproved Items	Approved Cash Capital Items	Approved Maint. Items	CPC Funded	Possible Bonding or other funding
<b>DEPT OF PUBLIC WORKS (DPW)</b>						
Medium Dump Truck	\$ 80,000.00		\$ 80,000.00			
New Transfer Station Attendant's Shed	\$ 57,000.00	\$ 57,000.00				
Repair Existing Guardrail	\$ 25,000.00		\$ 25,000.00			
<b>DPW Sub-total</b>	<b>\$ 162,000.00</b>					
<b>FIRE DEPARTMENT/EMS</b>						
Replacement Fire Hose	\$ 15,200.00		\$ 15,200.00			
Replace Fire Command Vehicle	\$ 51,000.00	\$ 51,000.00				
Purchase New Fire Engine 3	\$ 600,000.00					\$ 600,000.00
Refurbish/Remount Ambulance 1	\$ 175,000.00					\$ 175,000.00
<b>Fire Sub-total</b>	<b>\$ 841,200.00</b>					
<b>IT</b>						
Firewall Replacement	\$ 16,000.00		\$ 16,000.00			
EMAIL Migration to the Cloud	\$ 26,000.00		\$ 26,000.00			
<b>IT Sub-total</b>	<b>\$ 42,000.00</b>					
<b>LIBRARY</b>						
Replace 3 Air Conditioners	\$ 305,000.00		\$ 305,000.00			
Parapet Repairs	\$ 20,100.00				\$ 20,100.00	
Maintenance	\$ 44,500.00			\$ 44,500.00		
<b>Library Sub-total</b>	<b>\$ 369,600.00</b>					
<b>LINCOLN PUBLIC SCHOOLS (LPS)</b>						
District-wide Safety/Security Radio System	\$ 39,104.00		\$ 39,104.00			
Instructional Technology-Displays & Audio Phase	\$ 36,361.00		\$ 36,361.00			
Design Roof Replacement-Hartwell Building	\$ 49,000.00	\$ 49,000.00				
Building	\$ 65,000.00	\$ 65,000.00				
Maintenance	\$ 75,000.00			\$ 75,000.00		
<b>LPS Sub-total</b>	<b>\$ 264,465.00</b>					
<b>LSRHS</b>						
CCTV Security Cameras	\$ 7,717.00		\$ 7,717.00			
Water Heater	\$ 7,504.00		\$ 7,504.00			
Replace Phone System	\$ 11,224.00		\$ 11,224.00			
<b>LSRHS Sub-total</b>	<b>\$ 26,445.00</b>					
<b>PIERCE HOUSE</b>						
Engineering Assessment of Culverts	\$ 15,000.00		\$ 15,000.00			
Driveway Paving	\$ 45,000.00	\$ 45,000.00				
Pierce House Generator	\$ 16,480.00				\$ 16,480.00	
<b>Pierce House Sub-total</b>	<b>\$ 76,480.00</b>					
<b>POLICE DEPARTMENT/COMMUNICATIONS</b>						
Replacement of Marked Police Vehicle	\$ 40,575.00		\$ 40,575.00			
Replacement of Unmarked Police Vehicle	\$ 34,600.00		\$ 34,600.00			
Replacement of Speed Display Trailer	\$ 7,864.00	\$ 7,864.00				
Replacement of five (5) Portable Radios	\$ 27,570.00	\$ 13,785.00	\$ 13,785.00			
Radio Communications Consultant	\$ 14,000.00		\$ 14,000.00			
Enlargement of the Police Locker Room inc Women's & Creation of a Kitchenette Area	\$ 210,000.00	\$ 210,000.00				
<b>Police Sub-total</b>	<b>\$ 334,609.00</b>					
<b>TOWN FACILITIES</b>						
Maintenance	\$ 118,280.00			\$ 118,280.00		
<b>ANNUAL TOTALS</b>	<b>\$ 2,235,079.00</b>	<b>\$ 498,649.00</b>	<b>\$ 687,070.00</b>	<b>\$ 237,780.00</b>	<b>\$ 36,580.00</b>	<b>\$ 775,000.00</b>
			\$924,850.00			

## COMMUNITY PRESERVATION COMMITTEE

Craig Donaldson  
 Lucretia Giese  
 Evan Gorman  
 John MacLachlan  
 Margaret Olson  
 Andrew Payne  
 Richard Selden  
 John Valpey  
 Eric Zimmerman, Chair

The Community Preservation Committee's (CPC's) mandate is to study the needs of the Town in four areas of community interest: open space, preservation of historic structures, community housing (defined as low and moderate income housing), and recreation. It solicits inputs from citizens and other town boards and committees and makes funding recommendations to the Town in these areas. The goals of the Community Preservation Act (CPA) coincide closely with Lincoln's Vision Statement on open space, historical legacy, economic diversity, and citizens' convenience. To address these goals, the CPC meets with town boards and other organizations to develop a thorough understanding of the town's present and future needs, priorities, and objectives in the areas of CPA concern. It solicits proposals and evaluates them in light of these priorities.

At Town Meeting in March, 2018, the CPC proposed and the Town approved the following CPA fund appropriations:

Debt service on town office renovation	\$ 392,575
Generator for the Pierce House	\$ 16,480
Decking and carpentry repairs at the Pierce House	\$ 25,000
Replacement study wood gutters Pierce House	\$ 1,000
Chimney repair Pierce House	\$ 12,000
Replace fire detection system Codman Barn	\$ 1,500
Wayfinding Battle Road Byway	\$ 1,000
241 & 247 Old Concord Rd Conservation Restriction	\$ 100,000
Housing Trust Transfer-purchase of property and/or land	\$ 278,329
Plan of the Town 1830	\$ 895
Plan of Concord Road to Cambridge	\$ 3,445
Assessors valuation lists 1861 and 1865	\$ 5,746
Plan of New County Road from Lincoln Meetinghouse to Watertown	\$ 3,785
Lincoln Library 1884 entrance	\$ 6,500
Wang Property Land Acquisition & athletic field	\$ 127,550
Administrative Expenses	\$ 3,000
10% Community Housing	\$ 92,235
<b>Total</b>	<b>\$ 1,071,040</b>

The table below summarizes total appropriations and expenditures by the Town for projects funded using CPA funds from 2008 through 2018.

<b>Town of Lincoln</b>				
<b>CPA Appropriations &amp; Project Status</b>				
<b>2008-2018</b>				
Project	Appropriation	Paid to Date	Balance	Status of Project
75 Tower Rd Renovation	150,000	150,000	-	Complete
Admin Expenses	38,500	35,500	3,000	In progress
Arborvitae Cemetery Stonewall	50,000	47,300	2,700	In progress
Bemis Hall Basement Reconstruction	290,000	107,946	182,054	In progress
Bemis Hall Repairs	639,985	531,297	108,688	In progress
Codman Farm Repairs	133,500	133,500	-	Complete
Codman Tot Pool Renovation	182,000	151,475	30,525	In progress
Conservation stonewall restoration	20,000	20,000	-	Complete
Construction of archival vault at the Library	489,097	489,097	-	Complete
Consultant to update Consolidated Housing Plan	20,230	20,230	-	Complete
Control invasive species on conservation land	51,300	51,300	-	Complete
Flint Homestead Survey	8,000	7,860	140	Complete
FoMA Area Studies	6,000	6,000	-	Complete
Fund debt service on borrowing for CPC project	1,370,916	1,370,916	-	Complete
Fund debt service on borrowing for Town Offices	2,509,975	2,509,975	-	Complete
Funding debt service on borrowing for Wang Proper	135,500	129,545	5,955	In progress
Funding of Affordable Housing Trust	3,317,829	3,317,829	-	Complete
Funding of Conservation Fund	198,359	198,359	-	Complete
Historic records archive and preservation	265,379	228,224	37,155	In progress
Historic Town buildings needs assessment	160,000	160,000	-	Complete
Inventory of historic properties	55,250	36,534	18,716	In progress
LSRHS Softball Fields	50,000	-	-	Withdrawn
Multisport Court	146,000	146,000	-	Complete
Pierce House repairs	302,976	225,583	77,393	In progress
Purchase of conservation land	1,875,000	1,875,000	-	Complete
Repairs & Improvements to Lincoln Library	171,908	161,433	10,475	In progress
Repairs to historic cemetery monument	42,300	42,300	-	Complete
School Wetland Trail & Observation Platform	137,355	114,543	22,812	In progress
Smith School Playground	50,000	50,000	-	Complete
Tennis Court Rehabilitation	20,000	20,000	-	Complete
Town Office Renovation	1,000,000	1,000,000	-	Complete
Wang Property Acquisition & Athletic Field	1,800,000	1,800,000	-	Complete
Wayfinding Battle Road Byway	1,000	-	1,000	In progress
<b>GRAND TOTAL</b>	<b>15,688,359</b>	<b>15,137,747</b>	<b>500,612</b>	

CPA funding has helped Lincoln considerably to create affordable housing, purchase conservation land, preserve key historic properties and create and rehabilitate recreation assets. Funds have been obtained through a 3% surcharge on our property taxes, which was supplemented by a 100% state match until 2008 and reduced levels of matching since, including a 22% match in FY2018. Even at current level of matching, savings to the Town are substantial.

The committee is currently reviewing proposals for the 2019 Town Meeting. In evaluating these proposals, it is considering:

- consistency with Lincoln’s vision
- support by relevant town committees or organizations
- the extent to which the project helps to preserve threatened resources or town-owned assets;
- the extent to which the project serves multiple needs and populations, including the underserved;
- whether the project can realistically be accomplished within the proposed time frame and budget;
- the impact of delays in initiating the project; and
- the breadth of support for the project as indicated by fundraising through grants or private donations.

We welcome community inputs during all stages of our process – requesting, examining, and decision-making.

## OGDEN CODMAN TRUST

Susan T. Monahan, Trustee  
 Maura E. Murphy, Trustee  
 Michael F. O'Connell, Trustee

The Ogden Codman Trust provides support to organizations that benefit residents of the Town of Lincoln. Information about the trust, including its history and grant guidelines may be found at [www.codmantrust.org](http://www.codmantrust.org). Inquiries may be directed to Susan Monahan by email at [smonahan@rackemann.com](mailto:smonahan@rackemann.com) or by calling 617-951-1108.

### The following is a list of all the grants that the trustees made in 2018:

Organization	Project Title	Grant Amount
Codman Community Farms	Critical 2018 Capital Purchases	\$20,000
DeCordova Sculpture Park and Museum	Learning and Engagement Program Support	\$25,000
Domestic Violence Services Network	RESIST: Realistic Escape Strategies & Instinct-based Self-Defense Training for Lincoln Girls, Women and Town Employees	\$5,000
Food Project	Tractor for Baker Bridge Farm	\$15,000
Foundation for MetroWest	Youth in Philanthropy (3 of 3)	\$15,000
Historic New England	Codman Estate Septic Project (2 of 3)	\$50,000
Lincoln Land Conservation Trust	Wild About Lincoln: A Pocket Guide to Familiar Species	\$3,000
Massachusetts Audubon Society	Drumlin Farm's Environmental Learning Center (1 of 2)	\$25,000
St. Vincent de Paul Society St. Joseph Conference	New Food Pantry	\$15,000
Town of Lincoln	Dorothy S.F.M. Codman Scholarship Program	\$15,000
Town of Lincoln Parks and Recreation Department	Summer 2018 camp scholarships	\$8,000
	<b>TOTAL</b>	<b>\$196,000</b>

## **INFORMATION TECHNOLOGY**

Michael Dolan, Director

### **Status of Projects from Last Year**

#### **Backup System**

The old backup system for Town Hall was outdated and no longer supported. As of June 2017, we are now using a Unitrends backup appliance. Featuring multiple daily backups and off site redundancy, the new system is easier to manage and is less expensive to maintain.

#### **Web Site Refresh**

Our Website look has changed to a more modern, visually appealing format. Now that the site has a new look, we continue to modify the site in an effort to remove stale content and present more relevant information, which is commonly searched.

#### **Library Public Access Computers**

The outdated public access computers have been replaced at the library with a system that is easier to manage. The new system also has lower annual support costs. Unfortunately the new system has revealed inefficiencies in the library's network cabling. These cables will be evaluated and replaced as the operating budget allows over the course of the next year.

#### **Public Safety Dispatch System**

We are up and running a new dispatch system. The old system data has been transferred over and the new system does not require time consuming and system crippling updates which would cause hours of downtime. The system also provides easier access from the vehicles.

#### **Server Software Upgrade**

We have begun the process of reducing the physical hardware and number of virtual servers in the environment. Long term this will reduce maintenance costs and labor associated with managing multiple servers.

## **New Projects**

### **Permit Tracking Software**

The Town has obtained a grant that allows us to implement an online building permit tracking system. The new system will allow residents and contractors to view the status of permits using a browser. The system will also allow residents and departments to attach relevant documents electronically. In addition, residents and contractors can be notified automatically when their permit status has changed. The new system should be up and running by June of this year.

### **EMAIL Migration**

Our current in house email software is at the end of life. In the new fiscal year, we will be changing over to a cloud based system that will reduce the load on our backups and reduce the environment by three servers. Although there is an increased cost to the operating budget, reduction in other areas should balance out this increase.

### **WiFi Upgrade**

Most of the WiFi network across Town building sites has been replaced. The new system does not require users to sign in with a splash screen. Users will also be able to sign in on one network, and their connection will automatically pick up when they arrive at another town location. The sites that have been upgraded are Town Hall, Council on Aging, Library, and Public Safety. In addition, a WiFi network has been installed at the Pierce House with hardware robust enough to handle events with a large number of devices.

### **Assessor's Database Upgrade**

The Assessor's database will require an update as part of our infrastructure consolidation. While the upgrade is more of a technical necessity as opposed to a feature driven demand, the new database make maintenance and administration easier.

### **Printer Contract**

After evaluating our print costs for the previous year, we have put most of our printers for the Town Hall, Council on Aging, Library, and Public Safety under a maintenance contract. Treating all of the devices under one contract will reduce the printer budget by at least \$3,000 per year. This figure also takes into account new replacement printers for devices that fail or are unable to meet our current needs.

## **Budget Impact**

With the current changes in contracts and infrastructure, the Information Technology Department has been able reduce the overall operating budget by a small amount for the past year and for the upcoming year. As we move forward, other cost cutting measures will need to be implemented as many of our tech resources will migrate to subscription based services that actually increase operating costs. I will do what I can to try to minimize the impact of moving to solutions that require annual fees.

## PUBLIC SAFETY

### POLICE DEPARTMENT

**Chief:** A. Kevin Kennedy  
**Lieutenant:** Sean E. Kennedy

**Sergeants:** Anthony Moran  
Richard McCarty  
Jon Wentworth  
Paul Westlund

**Detective:** Ian Spencer

**Admin. Assistant:** Catherine Dubeshter

**Officers:** Matthew Armata  
Matthew Forance  
Joseph Pellegrini  
David Regan  
Peter Roach  
Laura Stewart

**Dispatchers:** Antonio Clemente  
Michael Harriman  
Spencer Hughes  
Michael Keough  
Melissa Marabella

In July of 2018, Officer Andrew Davis resigned from the department in order to take a position with the Groton Police Department. As a result, Special Officer Peter Roach was hired as his replacement.

**Crisis Intervention Training:** A number of officers and dispatchers attended forty (40) hours of Crisis Intervention Training offered by Eliot Community Human Services. The training provides officers and dispatchers with a better understanding of people living with: Mental Health & Cognitive Disorders, Personality Disorders, Childhood and Adolescent Mental Disorders and Treatment, Aging and Dementia, Suicide Intervention and Risk Assessment, Veteran Readjustment and Services, Traumatic Brain Injury and Cultural Awareness. Our goal is to have all officers and dispatchers attend this training by the end of 2019.

**Domestic Violence Services Network (DVSN):** In partnership with DVSN, selected officers attended a forty (40) hour advocate training on domestic violence, dating violence and stalking. The training, which brings together various service providers, highlights the resources available from each provider and the manner in which a victim can access such services. Officers were also training on risk assessment and safety planning for the victims and their families.

**Police Intervention:** We continue to partner with both the Middlesex District Attorney's Office and Communities for Restorative Justice by offering diversion to juveniles and young adults for non-violent offenses rather than exposing them to the criminal justice system. Research has shown that diversion and other

restorative justice programs more effectively prevent future crimes than initiating formal court proceedings.

Our partnership with Eliot Community Human Services has allowed families and individuals dealing with mental health and/or substance abuse to connect with services within the community and through their health insurance. Our mental health/substances abuse coordinator has connected a number of residents with services.

**Impaired Driving Training:** A number of officers attended a specialized training on recognizing the modern forms of cannabis as well as detecting the unique impairment clues presented by cannabis users. The training provided officers with an overview of cannabis physiology, administration routes, durations of effects, and modernization including synthetics. The training prepared officers to better detect and investigate impairment due to cannabis usage along with proper documenting for prosecution.

**E-911 Cellular Calls:** In November, the department began taking cellular E-911 calls directly. Previously, all of our E-911 cellular calls went directly to the Essex Regional Dispatch Center and then eventually transferred to the department. By receiving the E-911 cellular calls directly, we are able to provide a better service to our callers while reducing our response time to emergency calls.

**Roadway Safety:** The department continues to be an active participant with both the Roadway Traffic Committee and Cycling Safety Committee. We completed our eighth year of the Traffic Monitoring Program which deploys traffic counters at sixty-one (61) different locations throughout the town. By combining this traffic data with accident data, the department is able to identify specific areas for enforcement and monitoring to ensure the roadways are safe for motorists, pedestrians and bicyclists.

**Community Outreach:** The department continues to provide community outreach and education on various topics which impact our community.

**Protection Of Persons & Property:** The following is a summary of activity by the Lincoln Police Department for the 2016 calendar year.

Calls for Service	7,473
Crimes against Person	28
Crimes against Property	71
Larceny/Fraud	51
Arrests	84
Criminal Complaints	139
Traffic Stops	3,977
Traffic Citations	2,125
Operating Under the Influence	38
Accident Investigations	95

**A. Kevin Kennedy, Chief of Police**

## LINCOLN FIRE DEPARTMENT

**Chief:** Stephen E. Carter

**Lieutenants/Shift Commanders:**

Scott Christensen	Mark Mola
Ben Juhola	Tim Neufell

**Firefighters:**

Joseph Cavanaugh	Mike O'Donnell
Brian Young	David Appleton
Mike Ott	Mike Gassiraro
Caleb Hagarty	Kevin Kirmelewicz
Joseph Lenox IV	

**Call Fighters:**

David Whalen	Jeff Lyons
Steve Boudrow	Tom Routhier
Lindsey Byrne	Zach Clements
Justin Aubert	Dan Gould

The Lincoln Fire Department strives to achieve absolute confidence from the community by providing residents and neighboring communities with professional emergency medical services, fire suppression and fire prevention programs.

In 2018, there were several personnel changes that occurred. The call/part-time program continues to be a strong support to the career firefighters by providing essential staff on nights and weekends. This staff was impacted by recruitment from neighboring communities as full-time firefighters, resulting in 5 firefighters transitioning to full-time positions in area dept.'s.

**Regional Impacts:** Lincoln responded 13 times to the MassPort Hanscom airfield for "ALERT calls". This program continues to emphasize the need for regional services in order to provide key services in a timely efficient manner. Lincoln continues to support the District teams with members on the district Dive Team, Fire Investigation Unit and Incident Management Team. These teams as well as response from fire apparatus to regional incidents such as large brush fires and the Lawrence gas leaks are a few examples of how all communities rely upon each other for support during large scale events.

**Grants:** The Fire Dept. was awarded an Assistance to Firefighters federal Grant (AFG) for \$ 187,000 Lincoln for new self-contained breathing apparatus (SCBA). This grant saved over \$225,000 (AFG costs significantly less than current bid costs) from FY'21 capital plan. Lincoln has again been awarded a

grant for the S.A.F.E. "Student Awareness of Fire Education" Program which provides valuable classroom experience for our elementary age school children and an additional program for elderly safety education was also given to the department conjunction with the Council on Aging for enhanced safety of our elderly populations. These programs include education and a smoke and carbon monoxide detector programs.

**Emergency Medical Services:** This year the EMS run volume has leveled at 903 responses for the ambulances for medical assistance and 689 transports, this is an 8.2% increase in transports from 2017. The "Commons" staff has become more stable with their new assisted living and Rehab unit patients in day to day operations. The Lincoln Fire Department has once again ranked in the top 10 Emergency Medical Services on a National customer service performance survey for the 7<sup>th</sup> year in a row.

**Summary:** The department remains busy with a steady call volume averaging over 1498 emergency calls which included over 400 fire calls (3 of the 5 building fires were multiple alarm fires, another 5 were mutual aid fires), 2 large brush fires exceeding 2 acres, 48 mutual aid calls and 903 were EMS/ambulance calls (an 8% increase from 2017 in both Fire and EMS). The remainder were a variety of automatic alarms and several types of "hazardous condition" calls. Routine inspections and drills were performed at schools and other various institutions around town along with "plan reviews" to insure proper placement of detection systems in properties. Training for all members is always a focus to insure that the staff is properly prepared for all types of incidents both routine and major. Once again this year Ice Rescue, MCI management and core firefighting and EMS skill reviews were the focus topics.

On behalf of the Lincoln Fire Department, I would like to thank all the Lincoln residents, organizations, and societies for your much appreciated support and valued donations. The foundation for the department continues to strengthen because of the teamwork between the town departments and the citizens supporting our efforts to safeguard the community.

At this time I would like to continue my acknowledgement to the positive enthusiasm and professionalism performed by the fire officers and firefighters during both routine and extreme missions they are assigned.

Respectively Submitted,



Stephen E. Carter, Fire Chief and Emergency Management Director

## BUILDING DEPARTMENT

Daniel Walsh, Building Commissioner (January-August)  
Mark Robidoux, Building Commissioner  
Elaine Carroll, Administrative Assistant  
Robert Norton, Wiring Inspector  
Russell Dixon, Jr., Plumbing & Gas Inspector

The Building Department is responsible for administering the General laws of the Commonwealth of Massachusetts and the Town of Lincoln bylaws as they relate to land Use and the construction and occupancy of buildings and structures.

In August of 2018 after six years of service to the Town, Commissioner Walsh resigned his position to head the State's Modular Building program. The Town welcomed Mark Robidoux as the new Building Commissioner in November. We again thank Richard Colantuoni for filling in as Interim Building Inspector.

The Building Department's goal is to deliver a high level of customer service as we safeguard the public health, safety, and general welfare through structural strength, means of egress, stability, adequate light and ventilation, energy conservation, and safety to life and property from fire and other hazards attributed to the build environment. The Building Department supports the Planning, Conservation and Zoning functions of the land use departments and supports the needs of the existing departments, and is committed to improve operational efficiency, and to enhance service delivery.

Values of construction permits for work during the past year as submitted by applicants in 2018:

Building (Residential and Commercial)	\$69,389,814.00
Plumbing (Residential and Commercial)	5,772,947.00
Electrical (Residential and Commercial)	<u>11,315,849.00</u>
	\$86,478,610.00

### Permit Fees Collected in 2018 – Residential and Commercial

Building	\$578,389.00
Plumbing/Gas	118,162.00
Electrical	447,140.00
Re-certification Fees	<u>600.00</u>
Total	\$1,144,291.00

Building permits issued in 2018:

New Residential	4
Additions and Remodeling	171
Garages and barns	6
Decks and porches	6
Sheds	3
Steel Metal Permits	21
Demolitions (house)	3
Demolitions (accessory structures)	3
Re-roofing	42
Tents (temporary)	26
Wood Burning Stoves	8
Cell Tower – addition to existing	6
Solar Panels	36
Pools	3
Minuteman School	1
Oriole Landing Building A&B	2
Mass. Audubon Pavilion	1
Building permits issued	342
Plumbing permits issued	288
Electrical permits issued	304

2019 looks to be another busy year with the permitting of Oriole Landing, a 60 unit apartment complex constructed in two buildings and ongoing renovations to the Minuteman School along with the various residential inspections to be conducted. Additionally, we plan on launching an online permitting system that will reduce paper and improve efficiency. The Building Department is located on the second floor of the Town house at 16 Lincoln Road, Lincoln MA 01773. We can be reached at 781-259-2613.

## SEALER OF WEIGHTS AND MEASURES

Joseph Mulvey

The Sealer of Weights and Measures for the Town of Lincoln is Joseph Mulvey replacing Courtney Atkinson who has retired.

In August of 2018, Mr. Mulvey inspected 3 service stations, Drumlin Farm, Linden Tree Farm and Donelan's Supermarket in Town as required by the Commonwealth of Massachusetts.

Service Stations	3
Supermarkets	1
Farm Stands	2
Sealing fees collected:	\$872.00

Any questions regarding weights and measures for the Town of Lincoln should still be directed to the Office of the Building Inspector, Telephone No. 781 – 259-2613.

## **BOARD OF HEALTH**

Steven Kanner, M.D.  
Patricia Miller.  
Frederick L. Mansfield, M.D., Chair

The Board of Health meets the first Wednesday of each month at 7:30 p.m., and all meetings are open to the public. Citizens wishing to be placed on the agenda should contact the Board of Health Office at least two weeks before the scheduled meeting date. The Board's office manager is Elaine Carroll, who is also the Administrative Assistant for the Building Department. Inspectional services are provided through an inter-municipal agreement with the Town of Concord with Stan Sosnicki acting as our Health Inspector. Maureen Richichi, School Nurse, and Town Nurse worked on such topics as flu vaccines, school immunizations, tick borne illnesses and communicable diseases. Maureen retired this year, and we wish to thank Maureen for her valuable service to the Board and the Town over the years. At the 2018 Town Meeting, the Town voted to approve a yearly salary for Patricia McGean as the new Town Nurse. The Board looks forward to working with Trish in the future.

The Board of Health is responsible for a variety of issues related to water protection, solid and hazardous waste disposal, communicable diseases, and public health hazards in the environment. The Board is charged with overseeing the onsite wastewater (septic) system program; enforcing the State Sanitary Code for food establishments; summer camps, swimming pools, beaches, private water wells, overseeing mosquito control programs; supporting mental health services for Lincoln residents through Eliot Community Human Services; and works closely with the Town appointed dog officers.

### **PERMIT ACTIVITY**

In 2018, the Board of Health issued: 40 permits to construct/alter onsite wastewater (septic) systems, 5 Recreational Camp permits, 2 pools, 22 Food Establishment Permits, 29 catering permits, 4 temporary events permits, 4 permits to trap beaver and 8 private wells. This year, the Board of Health Agent witnessed over 23 deep test holes and percolation tests for the siting of onsite wastewater (septic) systems, conducted 20 Title 5 building reviews, 78 septic installation inspections, and 31 food service inspections. Trails End Lincoln and Lincoln Kitchen closed this year but Twisted Tree Café opened up in September of 2018 and a new restaurant is proposed to take the place of Lincoln Kitchen in early 2019.

## HEARINGS

The Board voted to grant 13 variances to local septic regulations in 2018 during its regular meetings.

The Board established new Well Regulation for the Town in 2018. Although the Town issues well permits during the year, we have never had a formal Well Regulation in place. At the 2018 Town Meeting, the Town passed a plastic bag ban and single serve plastic water bottle ban, which the Board supported. The Health Inspector will be in charge of inspecting that the various stores are following the ban, which starts on January 1, 2019. The Board supports the Town's decision not to be involved in the sale or distribution of recreational cannabis products. The Board feels it is best to minimize the exposure of minors to the adverse effects of recreational marijuana.

## OTHER ACTIVITIES

	Disease Reports	2016	2017	2018
<i>Communicable disease control:</i> Communicable disease reports regarding Lincoln residents are now forwarded to Trish McGean, Town Nurse, for review and possible follow-up. Case reports investigated for the Board of Health since 2016 are summarized on the following table. The numbers indicate cases which may be confirmed, suspect, or probable and may also indicate residents who are considered contacts of individuals (residents and non-residents) with communicable diseases.	Lyme Disease	30	33	20
	Human Granulocytic Anaplasmosis	2	3	2
	Campylobacteriosis	2	0	0
	Salmonellosis	0	2	2
	Influenza	8	11	15
	Giardiasis	2	1	0
	Borrelia miyamotoi infection	0	0	1
	Hepatitis B	0	0	1
	Hepatitis C (chronic)	1	1	0
	Babesiosis	2	2	4
	Ehrlichiosis	0	1	1
	Group A Streptococcus	0	1	2
	Group B Streptococcus	0	1	2
	Tuberculosis	0	1	10
	Measles	0	0	1
Streptococcus pneumoniae	0	0	1	
Rocky Mountain spotted fever	0	0	1	

## HAZARDOUS WASTE COLLECTIONS:

This year 124 residents signed up to bring their hazardous waste to the facility in Lexington. The Town is one of eight towns that participate in the Minuteman Hazardous Waste Facility located on Hartwell Avenue in Lexington. The facility holds eight collection days a year beginning in April and ending in November.

### 2019 Dates:

April 20  
May 18  
June 15  
July 20  
August 17  
Sunday, September 15  
October 19  
November 2

## ANIMAL CENSUS:

The following table lists the population of farm animals since 2011.

Type	2011	2012	2013	2014	2015	2016	2017	2018
Cattle	5	7	0	0	52	48	31	36
Cattle, beef	54	79	53	39	13	0	5	0
Cattle, steer/oxen	0	0	0	0	0	0	0	0
Cattle, yearlings	9	1	14	1	6	0	0	0
Goats	24	22	20	14	14	8	4	14
Sheep	88	142	126	137	132	133	127	103
Swine	23	13	45	39	26	13	22	22
Horses/Ponies	77	74	78	68	59	60	59	49
Llamas/Alpacas	7	7	5	10	7	8	7	8
Donkeys	1	1	1	2	2	1	1	0
Chickens	566	417	418	505	563	1196	1383	1052
Turkeys	4	3	48	4	0	0	0	0
Waterfowl	18	9	12	14	14	12	10	13
Geese	0	3	7	0	9	1	1	0
Guinea Hens	0	0	0	1	0	0	0	6
Water Buffalo	1	0	1	0	0	0	0	0
Pigeons	10	0	0	0	0	6	0	0
Rabbits	5	2	0	1	4	0	0	0

**DOG OFFICER**

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<b>TOTAL NUMBER CALLS HANDLED - 2018</b>	<b>190</b>
# Complaint Calls	10
# Lost Dog Calls	4
# Lost Cat Calls	3
# Other Cat related calls	5
# Animal / Wildlife Calls	12
# Miscellaneous Calls	90
<b>TOTAL # ANIMALS PICKED UP</b>	<b>2</b>
Total # not licensed	
Total # dogs not claimed	
# still in dog officer custody	
#surrendered to Humane Shelter	
<b>TOTAL # HUMAN BITE CALLS</b>	<b>8</b>
<b>TOTAL # ANIMAL - ANIMAL BITE</b>	
10 Day Quarantine Order -Human Bite	<b>ISSUED 28 /</b>
10 Day Quarantine Order -Animal Bite	<b>RELEASED 28</b>
45 Day/6 Month Quarantine Orders	<b>ISSUED / RELEASED</b>
<b>TOTAL # CITATIONS ISSUED</b>	<b>ISSUED / RELEASED</b>
# No license citations	
# Leash Law/Dog not under owner control	
<b>#Animal Specimens submitted to State Lab</b>	1-Squirrel Prep only, 3 Bats
<b>BARN INSPECTIONS COMPLETED - 23 barns</b>	
<b>KENNEL INSPECTIONS DONE - 1</b>	

## LINCOLN COUNCIL ON AGING

Dan Boynton  
Laura Crosby  
Ben Horne, Vice-Chair  
Sally Kindleberger  
Wendy Kusik  
Don Milan  
Florence Montgomery  
Kathy Ramon  
Donna Rizzo  
Dilla Tingley, Recorder  
Rob Todd  
Dorothy Taylor, Chair

**Mission Statement:** The Council on Aging strives to enrich the lives of Lincoln's 2100 residents 60 years of age or older (32% of the population) and assist older residents to remain safely and independently in our community. In addition, the COA provides services to Lincoln residents of all ages who are in a serious financial crisis or who need help in caring for elders. We also develop new social services resources for residents of all ages in collaboration with other Town departments and organizations. The majority of our educational, social, and recreational activities are open to residents of all ages.

A facility that is safe, adequate, accessible, and designed especially for older residents is essential to our ability to provide programs and services now and in the future as Lincoln's senior population continues to grow. Thus, we worked with the Community Center Preliminary Planning and Design Committee towards the eventual construction of a community center on Ballfield Road.

Much of our effort over the past year has been focused on responding to the significant increase in human services needs across all populations that has been noted by many Town departments and organizations. Over the past year we have:

- Hired a 6-hour per week Public Health Nurse with funds appropriated at the 2018 Annual Town Meeting to provide state-mandated functions, home visits and counseling, education, and clinics, including a flu clinic.
- Received grant funding for two years from the Ogden Codman Trust for a 12-hour per week Town Social Worker for residents under 60.
- Obtained grant funding from Benchmark Senior Living, The Commons in Lincoln, for homelessness prevention.
- Prepared and submitted a grant for mental health clinics.
- Worked with the Housing Commission to create solutions for residents who are at risk of eviction due to an inability to afford their rent.

- Created a Human Services page on the Town website to document the increased human services need in Lincoln and give information about the Town departments and organizations working together to meet it.
- Significantly increased our outreach to residents of all ages who are eligible for Fuel Assistance and other benefits and programs.

We have also enhanced our ability to serve older residents in great need by:

- Collaborating with Benchmark Senior Living, The Commons in Lincoln and Right at Home In Home Care to launch a Memory Café for elders with dementia and caregivers
- Joining with the 5<sup>th</sup> Grade Girl Scouts in a highly successful drive to collect necessary items for older adults who receive SNAP Food Stamps.
- Providing over 600 rides to doctor's appointments and other necessary destinations through volunteers and taxis funded by the Friends of the COA. This is an increase of about 50% from last year.
- Welcoming a BU Social Work intern who is also a Lincoln resident.

In addition, we strive to offer a slate of programs that meets the needs of a wide diversity of Lincoln residents, including seniors and "near seniors" ranging in age from their 40s to their 90s, caregivers and family members, and children and young people who participate in intergenerational activities. Among this year's highlights:

- Lincoln Academy and other presentations on the Roosevelts and the Supreme Court (both in collaboration with the Library), Medicare, Social Security, computer and technology literacy, worldwide travelogues, staying safe from scams, and life without driving, among many others.
- Aging in Place programs including a forum on neighborhood initiatives, informational programs on home design and adaptation and in-home services, and discussion groups on how to successfully age in place.
- A number of new groups focusing on LGBT elders, smartphones, genealogy, chess, Russian conversation, and challenges of loss.
- Health programs including a Balance Fair with the Fire Dept., Healing Motion, Mindfulness Walks, and programs on dementia, foot care, more.
- Many programs on local issues such as the School Building Project, the Community Center, Oriole Landing, the Green Energy Committee, and a Coffee with the Candidates.
- Art events including a collaboration with the Library for a South Sudanese exhibit, blues concert, folk concert, cabaret concert, piano classes, pastel and watercolor classes, and an a capella concert.
- Trips to the Boston Pops, Holiday Pops, Boston Harbor Cruise, Trinity Church, Stoneham Theater, WW II Museum, and Fruitlands,

Special thanks go to our almost 150 volunteers, the Friends of the COA, and the many businesses and organizations who contribute to the COA with collaborative programming and donations, all of whom make our work possible.

## BEMIS TRUST

Mimi Borden, Trustee  
John MacLachlan, Trustee  
Sara Mattes, Trustee

In 1890, Lincoln benefactor George Bemis gifted the town a sum of money to build a new Town Offices (Bemis Hall) with a Lecture Hall above. He then endowed a fund, the Bemis Free Lectures, "to provide free lectures of an instructive and elevating character to the citizens of Lincoln."

In 1982, the John Todd estate created a trust to be administered by the Bemis Trustees. This new trust doubled the principle of the Bemis Free Lectures and expanded the mandate of the Bemis Trustees to include "entertainment and recreation."

The first Bemis lecture was given on June 8, 1892. Over the years, the Bemis Free Lecture Series has included presentations by a wide range of luminaries including: poet Robert Frost, economist John Kenneth Galbraith, anthropologist Margaret Mead, historian Arthur Schlesinger, Senator Patrick Moynihan, Dr. Helen Caldicott, Tufts University president Dr. Jean Mayer, historian Doris Kearns Goodwin, and Broadway director Julie Taymor. Arts performances have included modern dance, mime, choral singing, puppetry, poetry, classical and contemporary music, steel bands and one-person monologues.

The three elected Bemis Trustees manage all aspects of the Bemis Free Lecture Series, including selecting the event, reserving the venues and coordinating all logistics.

Although both trusts are managed by the town of Lincoln, the Bemis Free Lecture Series does not derive any of its funding directly from the town.

In May 2018, The Bemis Trustees partnered with the Lincoln School Foundation to co-sponsor a lecture by Harvard Graduate School of Education professor Jal Mehta entitled ***Learning Deeply at Scale: The Challenge of our Times***.

In this lively and well-attended talk, which included a number of teachers and administrators from the Lincoln Public Schools, Professor Mehta shared findings from his forthcoming book, *In Search of Deeper Learning: Inside the Effort to Remake the American High School*. Drawing on research in 30 schools across the nation, he explored with the audience what it means to understand something deeply, why such learning is rare in American public schools, and how some teachers and schools manage to transcend these realities and create powerful, intellectually-enlivening education. The event was especially relevant

and resonant given Lincoln's current School Building Project and ongoing discussions around educational vision and how to fulfil it.

In the spring of 2018, Melinda Abraham completed her second term as a Bemis Trustee. Over the years, she made an invaluable contribution to the lecture series and the life of the town. For this, the current trustees express their sincere and ongoing thanks.

Also in the spring, Mimi Borden was elected to a three-year term and is excited to join fellow trustees John MacLachlan and Sara Mattes in continuing the series' long tradition of thoughtful discourse, intellectual inspiration and public engagement.

In the coming year, the trustees hope to bring more programming that focuses on entertainment and recreation. To that end, the trustees encourage anyone with suggestions for future speakers, performers or events to please contact them.

## VETERANS SERVICES

Peter Harvell, Veterans Services Officer  
James Hogan, Veterans Programming Officer

The mission of the Lincoln Veterans Services Officer (VSO) is to advocate on behalf of all of Lincoln's veterans and provide them with quality support services and to direct an emergency financial assistance program for those qualifying veterans and their dependents who are in need. Since the Civil War the primary focus of the VSO is to identify and assist any qualifying veteran or their dependent and to provide financial and medical assistance through the Commonwealth's Chapter 115 program.

The Veterans Services Officer also serves as a resource for veterans' benefits and entitlements. The Office assists veterans and qualifying dependents in applying for benefits such as these federal programs: Compensation, Pension, Dependent Indemnity Compensation, VA Health Care, Burials and GI Bill. On the State and local level we assist with Annuity, Property Tax abatement and "Work Off" programs, War bonuses, and burials in State Veterans Cemeteries as well as Chapter 115.

In July, a new Veterans Services Officer, Peter Harvell, was appointed. Peter has 17 years of experience as a VSO with service in Sudbury and Framingham. Prior to becoming a VSO Peter served on active duty for 23 years as a US Army Special Forces Officer.

Mr. Harvell thanks Priscilla Leach for leaving the VSO Office in such great shape and for providing Lincoln's veterans with over ten years' of dedicated service.

Veterans Day marked the centennial of the ending of the First World War. The VSO contributed to the Lincoln Historical Society's WWI Program by obtaining the Commonwealth of Massachusetts Medal of Liberty for Lincoln's WWI casualty: Corporal John F. Giles who was killed in action in France in 1918. The Medal was presented during the program by State Senator Michael Barrett on behalf of the Governor to Susan L. Travassos, Corporal Giles' great grandniece. The VSO also provided a display of WWI trench art and trench weapons.

The Veterans Programming Officer, James Hogan arranges and implements presentations and social events for Lincoln's veterans' community, their families, and others. Many have enjoyed his lunches at the COA. Thank you, Jim.

Veteran Services Office hours are from 9AM-12PM each Thursday at the COA in Bemis Hall.

The Office phone is the same as the COA: 781-259-8811. You may call on Thursdays mornings to speak to the VSO or you may call at any time to schedule an appointment.

Follow us on Facebook: Town of Lincoln Veteran Services.

## DEPARTMENT OF PUBLIC WORKS

In 2018 the Public Works Department again completed many projects and activities.

In 2018 road repair and repaving continued. Road paving included:

- Boyce Farm Road
- Morningside Lane
- Installed traffic islands on Route 117 at Lincoln Road
- Installed new sidewalks in various areas around Town

As compared to the record winters in the past, January and February of 2018 produced average snow fall in Lincoln. DPW Crews worked around the clock to maintain safe roadways and sidewalks. The Department also utilized its winter pre-treatment process. This process includes applying salt brine to the major Town roads in advance of a storm event. By applying this Brine the snow begins to melt immediately on the road. The snow and ice will not bind to the roadway, thereby reducing the overall amount of effort and materials that have to be used.

During the spring the Department also continued the process of removing tons of built up sand on the roadway shoulders. This sand built up during the winter and is the result of our heavy reliance on sand for snow and ice control. The sand interferes with the roadway drainage and is a major contribution to pavement damage.

This past summer, the Department performed roadside vegetative maintenance, performed roadway striping, cut dead roadside trees, planted trees, filled potholes, fixed road signs, performed cemetery burials and maintenance, and made repairs to several drainage structures.

The Public Works Department continued to use its equipment to trim back over grown roadside vegetation. By trimming back this vegetation the Town's residents have a safer, more aesthetically pleasing roadway. The beautiful farmer's stone walls that we have been repairing can now be seen and enjoyed.

During the fall, the Department cleaned leaves and fixed damaged catch basins. The Department also continued with its roadside program, trimming various roadsides and intersections.

During the course of the year, the Department was also tasked with the operation of the Town's Transfer Station. The entry shed continued to be staffed at the entrance of the Transfer Station to better monitor day to day activities and residential usage

The Department continued with the maintenance and operation of the Town's cemeteries.

New equipment for the DPW included a new Ford F550 Dump Truck.

Looking ahead to 2019, the Department anticipates continuation of the trail and path maintenance program, roadside improvements including stonewall repair, continued improvements to the Transfer Station, improved leaf removal program, and continued development of the Public Works yard and materials handling.

We thank Carol Withycombe, who retired after 13 years of service in January of 2019, for her dedication to the Town and the DPW.

**The 2018 Lincoln Department of Public Works Department Staff:**

- Chris Bibbo – Superintendent
- Carol Withycombe – Administrative Assistant
- Steve McDonald - Foreman
- Jim Durkin – Crew Chief
- Steve Frias
- Brian Kerrigan - Mechanic
- John Neri
- Dan Scirocco
- Ian Sears
- Brent Boudrot

In September, Brent Boudrot was hired as a Tree Person and Crew Member.

## **CEMETERY COMMISSION**

Manley Boyce  
Susan Harding  
Conrad Todd, Chairperson

Valerie Fox, Cemetery Agent for the Cemetery Commission

The Cemetery Commission continued its role of overseeing the activity and the enhancement of our Town's four cemeteries, in particular the bucolic cemetery on Lexington Road. Throughout 2018, thirty-four burials took place; nine were full burials and twenty-five were cremains. Eighteen deeds were signed for lots.

Development of space for future lots at the Lexington Road Cemetery continues to be a priority for the Commission. A second section of Juniper Way overlooking the Wheeler Field has been surveyed to identify potential lots in that area. Lots in the Fern Way section adjacent to the garden shed will soon be available; some ferns have already been planted, and construction of a stone wall which will frame the back of the area has begun. To provide electricity for lighting and charging, solar panels have been installed on the second shed, adjacent to the Cemetery Pond.

Repairs have been completed for the Arbor Vitae Cemetery at the intersection of Trapelo and Lexington roads to restore a section of the wall on Old Lexington Road. A new coat of paint has been applied to the repaired fence rails along Lexington Road.

In response to the strong interest of Lincoln residents to make natural or "green" burial available, the Commission has initiated research into the issues involved, contacted appropriate town boards, and planned tentative areas where this form of interment can take place. The goal is to have this burial option available in the near future.

In September, a walking tour of the Lexington Road Cemetery was led by Susan Harding of the Commission and Tom Gumbart of the Conservation Commission to explain the habitat of the cemetery, its plantings, and its many trees. Most of the trees are native, and only native trees will be planted in the future.

The June meeting of the Commission was the last one for retired Town Clerk and Cemetery Agent Susan Brooks. The Commission thanks Susan for her years as Cemetery Agent and her role as the representative of cemetery affairs for the residents of the Town of Lincoln. She will be remembered for her tact and empathy in dealing with residents experiencing difficult times, and for an office that was run smoothly and efficiently.

Thanks also go to our dedicated caretaker Joseph Cotoni, who contributes to the many maintenance issues for our beautiful cemeteries. Finally, many thanks are in order for Steve McDonald and his DPW crew for their year-round dedication and responsiveness in the preparation of interments.

## ROADWAY AND TRAFFIC COMMITTEE

James Craig  
Ken Bassett, Chair  
Margaret Olson  
Jane Herlacher  
Alex MacLean  
Deborah Howe  
Tim Higgins  
Chris Bibbo  
Chief Kevin Kennedy

The Roadway and Traffic Committee (RTC) continues in its role as an advisory body to the Board of Selectmen on issues related to the Town's public roadway right-of-ways. The RTC's membership consisting of Town officials and citizen volunteers provides a forum for discussion of roadway related issues, including public safety, traffic management, and aesthetics.

During 2018 the RTC continued with both planning and implementation of projects associated with our Town roadway right-of-ways. Importantly this focus spans the multiple uses of these right-of-ways including not only vehicular movement but also non-motorized users such as pedestrians and cyclists. Projects and planning activities of the RTC included:

- Review of project design for improved pedestrian crosswalk at the Route 117/Lincoln Road intersection. Long a dangerous situation for pedestrians, the improvements were completed with the incorporation of high visibility signage, traffic calming islands that provide refuge for pedestrians, and relocation of existing fencing to improve sight lines. Neighborhood participation and cooperation was a key factor in implementing the improvements. Funds for the improvement were provided by the Commonwealth's Complete Streets Program.
- Study of safety issues related to the Route 117/Tower Road intersection. Similar to the Lincoln Road intersection, Tower Road is another problematic intersection relative to both pedestrian safety as well as motorists. With neighborhood input, interim measures for improvement were reviewed including clearing of brush for improved sight lines and pavement markings to better channelize turning movements. Future engineering studies will consider more extensive improvements.
- Implementation of the missing sidewalk segment connecting St. Joseph's Church and the former Cambridge Trust building. Long a planned improvement, the advent of Complete Streets funding facilitated the completion of the walkway.

- Guardrail repairs along Route 117 near Mr. Misery. Lincoln's extensive roadside guardrail installation presents challenges both in terms of funding of much needed repairs as well as feasible design options. The RTC completed its consideration of options and reaffirmed a policy of repairs based on the existing system recognizing the cost implications associated with a new design.
- Coordination with the Town's Cycling Safety Advisory Committee. Cycling safety has been an important discussion lead by the cycling community leading to specific recommendations for improvements within the public-right-of ways. Recognizing the narrowness of Town Roads as well as prevailing State statutes, the RTC endorsed the recommendation by the Committee to install "may use full lane" signs at key entry points to the Town.
- Spring paving projects. RTC reviewed the Town's Public Works Department's plan for repaving secondary roadways and reaffirmed the policy of maintaining existing secondary roadway widths when they fall within the range of 19 to 21 feet.

In other matters, the RTC noted that the trial period for the left turn restriction at the southern intersection of Winter Street/Old Winter Street was completed and the Selectmen endorsed its continuation as a permanent restriction.

## Water Department

Patrick Lawler, Chairman  
Ruth Ann Hendrickson, Commissioner  
Bob Antia, Commissioner  
MaryBeth Wiser, Superintendent

Established in 1872, Lincoln's Water Department (LWD) provides clean safe drinking water to its customers and fire flow protection throughout the Town. Lincoln's water comes from Flint's Pond (primary) and the Tower Road Well (secondary). Flint's Pond water is purified by an advanced microfiltration plant and then pumped into the distribution system, including the storage tank on top of Bedford Hill near the end of Hilliard Road.

Governed by three elected Commissioners, the Department is funded totally by user fees. We do receive certain accounting, insurance, and personnel services from the general Town government, for which we are billed. While LWD is self-funded, our budget and capital expenses are approved at Town Meeting and we maintain liaisons with various Town entities.

In FY2018 LWD collected approximately \$1,068,465 from water bills and expended approximately \$1,145,504 in operating expenses, resulting in a reduction of \$77,039 to retained earnings from operations; the current balance in this account is \$1,346,916. The average annual residential water bill is about \$520.

In 2018, the water level in Flint's Pond recovered by approximately five feet from its exceptionally low levels the previous two years.

The DEP (Department of Environmental Protection) issued the Town's current water withdrawal permit in 2013. There are two major permit provisions with respect to water consumption: that we achieve the state-wide goal of 65 gallons per person per day (gppd) residential use, and that our total annual withdrawal, including non-residential users and unaccounted for water (UAW), not exceed 182 million gallons per year. In 2018 our total annual withdrawal was 197,428,900 million gallons. Final calculations of UAW could not be completed in time for this report, but indications are that UAW has been reduced from past levels. We are pleased to report that our residential consumption in 2018, at 63 gppd, did meet our permit limit.

The Mass DEP issued an Administrative Consent Order (ACO) on May 24, 2018 to the Department to address slightly elevated levels of disinfection by-products, specifically TTHMs, in the distribution system. Under the agreement the Department was required to do the following: evaluate current operational conditions, conduct a chloramination study and evaluate future operations. The Department has met regulatory requirements included in the ACO and has been ordered to continue to monitor the distribution water quality for the next year. We

are currently in compliance; however, if the Department has a violation in the future the Mass DEP will impose mandatory chloramination.

A sanitary survey of our water system operations was conducted by the Mass DEP on August 21, 2018. A sanitary survey provides an on-site review of how a public water supply is maintained and operated. The survey is conducted by a trained surveyor, who reviews the system's water sources, equipment, treatment procedures, facilities and financial capabilities. The purpose of the survey is to ensure that the public water system's operational, monitoring, reporting, and recordkeeping practices are in compliance with drinking water regulations and to issue a report that identifies deficiencies. During the inspection the surveyor identified twenty-seven deficiencies and made 12 recommendations for improvements.

In order to begin to comply with these recommendations, the Department included items in its FY19 expenditures in excess of its approved budget. This increase is included in the Department's warrant articles for the 2019 Town meeting. In the same vein, the Department's FY2020 operating budget, and the FY2020 capital budget represent further efforts to comply with the Mass DEP recommendations. In addition, other items in both budgets are in response to recognition by the Department and Commissioners that there are functions such as emergency repairs and deferred maintenance that have required or will require expenditures not previously recognized or budgeted for. These are identified in the warrant articles prepared for the 2019 Town meeting. Funding of these initiatives will be provided by a combination of bonding, a reduction over the next four years in the level of retained earnings, and changes in the rate structure voted into place by the Commissioners in January 2019.

The Department continued its aggressive efforts to reduce leaks in the water mains and service lines in an effort to reach the DEP mandate of less than 10% unaccounted for or lost water. The Department retained an experienced leak detection company to survey the distribution system in late 2018. The Department continues to actively repair any leaks found in the system. The leak detection program will continue annually as we attempt to reduce our water use by minimizing lost water.

In 2018, the Commissioners hired MaryBeth Wiser as the new Superintendent as well as a new Administrative Assistant, Karen Finelli. The Commissioners are grateful for the support of our dedicated staff, MaryBeth Wiser, Heather Clary, Jeremy Bernard, William MacInnes and Karen Finelli.

## LAND USE BOARDS AND DEPARTMENTS

### PLANNING BOARD

Margaret Olson, Chair  
Lynn DeLisi, Vice Chair  
Richard Rundell  
Gary Taylor  
Stephen Gladstone  
Craig Nicholson – Associate Member

**Staff** – Jennifer Burney is the Director of Planning and Land Use and focuses on planning initiatives, grants, and short and long term goals and joined the staff in 2016. In 2017, Paula Vaughn-MacKenzie is the Assistant Director of Planning and Land Use and has been with the town since 2011.

**Permitting Activities** - The Planning Board's work is comprised of ongoing permitting activities, amendments to the Zoning Bylaw and Subdivision Rules, regional projects, grants, planning studies, and longer term planning to preserve the health and character of the town through the 21<sup>st</sup> century. Longer term planning has focused on South Lincoln over the past year and we expect that to continue over the next few years as we help the town adapt to changes in the transportation, retail, demographic, and cultural landscapes.

The Planning Board conducts Site Plan Review of applications for large institutional projects, the demolition and construction of single-family homes, modification requests to prior site plan approvals, as well as fence and sign applications, and ANR plan endorsements.

Major projects this year included:

- At the 2018 Annual Town Meeting the Town voted to approve Oriole Landing, is a 60-unit mixed-income rental community located at 1 Mary's Way, adjacent to The Commons and will offer a diversity of housing options including fifteen units (25%) reserved for those earning a maximum of 80% of the Area Median Income. All 60 units will count on the Town's Subsidized Housing Inventory (SHI). The Planning Board approved a site plan application and Special Permit. Construction began December 2018 and is expected to be completed by the spring of 2020.

The Planning Department continued to monitor construction for the following major projects:

- Minuteman Regional Vocational Technical School is currently under construction and consists of construction of a new building and associated parking lots, lighting, landscaping, and stormwater management.

- Birches School and Lincoln Parks and Recreation. The 16 acre site includes an athletic field for Parks and Recreation, a school building for the Birches School and conservation land. The project was completed in 2018. Birches welcomed new student in September 2018.
- Care Dimensions, a hospice facility, was initially permitted in 2015 and is now completed and opened in the spring of 2018.
- The Planning approved site plan for a new educational center with parking lot improvements for Drumlin Farm. This was completed early summer of 2018.

The Planning Board and Staff participate with various regional organizations, such as MAGIC (Minuteman Advisory Group on Interlocal Coordination), the Battle Road Byway Committee, and the MAPC (Metropolitan Area Planning Council and attends meetings on regional transportation projects.

### **Regulatory Activities**

The Town voted to approve an amendment to the Zoning Bylaw, Section 17.7.3 aimed at streamlining the site plan review process for residential projects. This amendment allows preliminary meetings to be conducted by staff, removed the requirement for publication in a newspaper, and added a sunset provision of five years for residential projects with less than 6500 square feet of calculated gross floor area.

The Town also voted for a temporary moratorium for all recreational marijuana establishments through June 30, 2019.

### **Initiatives, Studies and Grants**

Massachusetts Small MS4 General Permit: The Town is working with a consultant to comply with the new state stormwater requirements which became effective on July 1, 2018.

Age Friendly Community: The Town along with other MAGIC communities applied for an Age Friendly Community Regional Grant.

Complete Streets: The Town was awarded a \$400,000 Complete Streets grant for ten projects around Lincoln. The Town will apply for funding again in 2019.

### **Lincoln Station/South Lincoln**

In 2017 the Planning Board appointed a subcommittee The South Lincoln Planning Implementation Committee (SLPIC), to focus on specific planning projects in the South Lincoln/Lincoln Station area to create a vibrant, walkable village center.

A key issue identified in the Town's Comprehensive Long Range Plan is the economic sustainability of Lincoln's small commercial area. A Planning Board subcommittee was formed to study and make recommendations for Lincoln Station and was completed in 2014 documenting the advantages and challenges for Lincoln Station.

SLPIC has created four teams focusing on specific initiatives related to the goal of creating a vibrant village center:

MBTA Team - The MBTA Team is focusing on the needs of commuters including ADA accessibility and parking as well as amenities such as signage, shelter, and bicycle racks. The Team has visited other commuter rail stations in the area and has made recommendations to the MBTA. The Town was awarded funding of \$500,000 through a Capital Bond Bill for the planning and design of the commuter rail facilities at Lincoln Station however; funds have not been released by the State Executive Office for Administration and Finance. Improvements might include ADA improvements, a raised platform to allow entry without stairs, provision of pedestrian shelters and seating, and relocating the inbound stop to the westerly side of Lincoln Road so that both the inbound and outbound stops are on the same side of the road.

Wayfinding Team: The SLPIC Wayfinding Team worked on Branding and Wayfinding at Lincoln Station creating a wayfinding system with a central informational kiosk located at the new pocket park leading residents and visitors to Drumlin Farm with stops along the way to Codman Farm and the Codman Estate. Visitors to Drumlin Farm are lead back to Lincoln Station with stops at Codman Farm and Drumlin Farm with the hope to capture many of the 140,000 annual visitors to Drumlin Farm. It is anticipated that the Wayfinding system will be expanded to include other cultural centers and locations in Lincoln.

Planning and Zoning Team: The SLPIC Planning and Zoning Team is currently working on zoning changes to promote commercial activity and greater housing density in South Lincoln and design guidelines to assure preservation of Lincoln's character. The Team anticipates bringing this to the 2020 ATM.

Placemaking Team - The Placemaking Team is currently working on the revitalization of an underutilized green space located at the rear of Donelan's Market and adjacent to Lincoln Woods. The Team is exploring funding options.

### **Other SLPIC Initiatives**

Business Consulting Services: The Town was awarded a grant that will provide free consulting services to local businesses on business planning and marketing, floor and window displays and more. A well-attended workshop was held recently and currently the consultant is working with the individual businesses.

Environmental Bond Bill: The Town was awarded \$321,500 by an Environmental Bond Bill approved by the State for pedestrian connectivity, intersection improvements, crosswalks, and expansion of the wayfinding program, however funding has not been released by the State Executive Office for Administration and Finance.

DPW Study: A Needs Assessment and Feasibility Study was conducted of the DPW site located on Lewis Street to explore relocating or consolidating operations to potentially free up space for potential housing and/or commercial development.

Parking Study: Through a transportation grant, a parking study is currently underway by MAPC and Planning staff of the commercial parking lots and commuter lots to determine opportunities for shared parking and commuter lot capacity.

Parking Benefits District: The MBTA Team has been exploring neighboring town's parking programs as well as amenities as well as a new parking pay system. At the 2019 town meeting, residents will be asked to support the creation of a Parking Benefit District (Lincoln Station) and use a portion of parking fees for parking lot maintenance, beautification, lighting and roadway, public realm, and biking and walking improvements.

Cultural District: SLPIC is currently exploring the town becoming designated as a Cultural District, which recognizes the cultural and creative sector as one of the Lincoln's most powerful economic development assets. Over 2 million visitors visit local attractions! This designation also offers grant opportunities.

## ZONING BOARD OF APPEALS

William Churchill, Associate Member  
Vinit Patel, Associate Member  
Kathleen Shepard  
Eric Snyder  
David Summer  
Joel Freedman, Co-Chair  
David Henken, Co-Chair

The Zoning Board of Appeals (ZBA) is a land use Board that interprets and applies the Town's zoning bylaw. It decides on a case by case basis requests for variances, special permits and appeals of decisions of the Building Commissioner, considering the impact on the town and neighborhoods and the requirements of the bylaw and State law.

The Board is seeking 1 volunteer to bring it to a full complement of 8 members.

2017 was a typical year, in terms of number of matters appearing before the Board. The Board held 9 monthly meetings and heard 39 applications for special permits, variances and appeals. The list below represents applications that were considered by the Board in 2017, listed by the date of the initial public hearing.

### **January 5, 2017**

Rinne, Seppo, M/P 170-29-0, 93 Tower Rd., for transfer and renewal of a special permit for an accessory apartment. GRANTED  
Briggs, Randall, M/P 113-29-0, 31 Morningside Lane for modification of the original approved special permit for renovations to an existing home. GRANTED

### **February 2, 2017**

Domillici, Nunzio, M/P 124-4-0, 22 Deer Run Rd. for transfer and renewal of a special permit for an accessory apartment. GRANTED  
Hedlund, Holly, M/P 113-24-0, 21 Sunnyside Lane for an extension of time on the original special permit. WITHDRAWN

### **April 13, 2017**

Cummings, Brian, M/P 160-44-0, 188 Concord Rd. for renewal of a special permit for an accessory apartment. GRANTED  
England, Daniel, M/P 151-25-0, 22 Weston Rd., for renewal of a special permit for an accessory apartment. GRANTED  
Cooper, Lisette, M/P 177-13-0, 5 Longmeadow Rd., for a special permit to finish attic and add a hot tub. GRANTED  
Chapman, Paul, M/P 179-20-0, 30 Old Sudbury Rd., amendment to a previously granted special permit for interior renovations to carriage house. GRANTED

Oak Ridge Realty Trust/Hedlund,Holly, M/P 113-24-0, 21 Sunnyside Lane, appeal of the issuance of the building permit by abutter. DECISION UPHELD

**June 1, 2017**

St. Anne's in the Field, M/P 155-3-0, 149 Concord Rd., for a special permit to demolish and reconstruct two existing buildings. GRANTED  
Hurd, Kenneth, M/P 144-18-0, 21 Lexington Rd., for an accessory apartment special permit. GRANTED  
Builder's Club of Lincoln, M/P 172-33-0, 181 Lincoln Rd., for renewal of a special permit for fraternal club use. GRANTED  
Berland, Laura and Wyman, Jonathan, M/P 160-39-0, 15 Hillside Rd., for a special permit to construct a deck. GRANTED

**July 6, 2017** Alden, Gail, M/P 155-3-0, 240 Concord Rd., for a special permit to build a detached garage.

GRANTED

Dahmen, Lloyd, M/P 145-29-0, 10 Grasshopper Lane for a special permit to construct a garden shed. GRANTED  
Jeha, Daniello, M/P 172-27-0, 170 South Great Rd., for a special permit to sell used cars. WITHDRAWN  
Gladstone, Stephen, M/P 165-18-0, 67 Winter St. for a special permit for an accessory apartment. GRANTED  
Race, Deborah and LaPlante, James, M/P 159-19-0, 41 South Great Rd., for a special permit for an addition and two car garage. GRANTED

**August 3, 2017**

McCarthy, Chester, M/P 141-15-0, 102 Concord Rd. for a special permit for a storage shed. GRANTED  
Town of Lincoln, Housing Commission, M/P 163-26-0, 75 Tower Rd., for renewal of a special permit for an accessory apartment. GRANTED

**September 7, 2017**

Renewal of special permits for accessory apartments, GRANTED  
Kelly, Erin, and McPherson, Lionel, M/P 167-7-0, 2 Forrester Rd.  
Holden, Sarah Cannon, M/P 151-31-0, 60 Weston Rd.  
Pickett, Andrew, M/P 177-5-0, 12 Longmeadow Rd.  
Greenhill, Kelly, M/P 146-7-0, 12 Page Farm Rd.  
Churchill, William, M/P 120-35-0 6 Horses Crossing  
Von Mertens, Peter and Angiolillo, Dea, M/P 152-36-0, 16 Tower Rd.  
McCart Realty Trust, M/P 162-38-0, 161-3-0, 14-16 and 22-24 Lewis St., for extension of original special permit for expansion and residential use. GRANTED  
Pingeon, James and Graver, Elizabeth, M/P 178-5-0, 47 Old Sudbury Rd., for a special permit for alterations. GRANTED

**October 5, 2017**

Renewal of special permits for accessory apartments, GRANTED  
Miller, Natalie, M/P 149-16-0, 107 Old County Rd.  
Nohrden, Stephen, M/P 112-3-0, 14 Old Cambridge Turnpike

Bradlee, Sandra, M/P 156-4-0, 259 Old Concord Rd.  
DeCesare, Martha, M/P 173-26-0, 244 Concord Rd.  
Finnerty, Wendy and Richard, M/P 133-67-0, 7 Old Farm Rd. for a special permit to replace existing carport with garage. GRANTED  
Gidlewski, Joshua and Cailin, M/P 163-20-, 54 Tower Rd., for a special permit for an accessory structure/chicken coop. GRANTED  
DeNormandie Farm Realty Trust, M/P 150-59-0, 65 Trapelo Rd. for renewal and transfer of special permit for an accessory apartment. GRANTED

**November 2, 2017**

Donaldson, Jonathan, M/P 144-12-0, 7 Old Lexington Rd. for a special permit for an accessory apartment. WITHDRAWN  
Scott, Walter, M/P 119-56-0, 0 Juniper Ridge for a special permit to construct a single family house. WITHDRAWN  
Horwitz, Patricia, M/P 168-1-0, 68 Conant Rd., for renewal of a special permit for an accessory apartment. GRANTED  
Moritz, Kathy, M/P 132-7-0, 135 Lexington Rd., for renewal of a special permit for an accessory apartment. GRANTED

## **LINCOLN HISTORICAL COMMISSION (LHC) and HISTORIC DISTRICT COMMISSION (HDC)**

Douglas Adams  
Christopher Boit  
Frank Clark (Alternate – LHC/HDC)  
Judith Lawler (Alternate – LHC/HDC)  
Andrew Ory  
Richard Rundell (HDC only)  
Lynn DeLisi (HDC only)  
Lucretia Giese (Chair for LHC, Vice-Chair for HDC)  
Andrew Glass (Chair for HDC, Vice-Chair for LHC)

2018 was a sad year for the HDC/LHC with the passing of Lucretia Giese in October and the passing of Ruth Wales in December. Their contributions to the Town and the HDC/LHC in particular will be greatly missed. Both Lucretia and Ruth were leaders in assisting the Town to preserve important aspects of its built environment. Their leadership of the HDC/LHC combined respect for everyone appearing before them with carefully reasoned analysis of the issues presented.

The Lincoln Historical Commission is responsible for preservation of all buildings and structures outside the Historic District, reviews requests for demolition under the Demolition Delay By-law, and is responsible for overseeing two houses under Town-held Preservation Restriction Agreements. The Historic District Commission reviews applications for all exterior above-grade changes within the District visible from a public way.

### **Lincoln Historical Commission**

Applications approved without demolition plan review:

- 14 Old Cambridge Turnpike** – more than 25% of roof
- 225 Sandy Pond Road** – garage, screened porch and deck
- 124 Bedford Road** – attached garage damaged by tree
- 12 Huntley Lane** – more than 25% of roof and dwelling
- Lot 6 Millstone Lane** – Red pony barn

Applications approved after demolition plan review because buildings or structures are historically/architecturally/culturally significant:

- 1 Mary's Way** – Agreement reached with Civico, the developer of the Oriole Landing project, to preserve the historic 1873 house and farm stand and to incorporate the same into the Oriole Landing project; remaining ancillary structures to be demolished
- 12 Woodcock Lane** – Agreement reached with owners of property to extend one-year delay on demolition of house

**241 Old Concord Road** – Agreement reached with owners of property regarding replacement for historic house and detached studio

**233 Concord Road** – Approval of demolition of building formerly used as doctors' offices

**45 Weston Road** – Approval of proposed roof and exterior wall renovations encasing existing structure

#### LHC 2018 Initiatives and On-Going Activity

The LHC continued to work with the School Building Committee in identifying important architectural aspects and design principles of the buildings on the Lincoln School Campus for consideration in the schematic design process of the proposed School project. Town members chose the layout of the project at Special Town Meeting in June and approved funding for the project at Special Town Meeting and at the ballot box in December. The LHC will continue to work with the School Building Committee during the design development and construction drawing phases of the project.

The LHC made its annual inspection visits to the Flint Homestead and the Wheeler House under the Preservation Restriction Agreements governing each house in 2018.

#### Historic District Commission

##### Certificates of Appropriateness:

**8 Trapelo Road** – Addition of solar panels on front roof of house

**58 Codman Road** – Addition of 2 solar panels on house and 2 solar panels on Barn D roof

**11 Trapelo Road** – Creation of new L-shaped walls at driveway entry

**38 Codman Road** – Replacement of septic system; repairs to Grange House; ADA parking access; and landscape improvements to Carriage Barn

**3 Bedford Road** – Installation of stone bench on bluestone terrace at Library

**20 Trapelo Road** – Addition of reclaimed granite piers on driveway entry

**14 Bedford Road** – Replacement of window with access door; addition of chain link fence inside fenced in area for Magic Garden Pre-School

**42 Bedford Road** – Addition 2 solar panels for hot water

**61 Bedford Road** – Addition of air conditioning unit with condenser outside

**61 Bedford Road** – Window replacement

**10 Woods End Road** – Replacement of awning over the entry door and garage doors

##### Certificates of Non-Applicability:

**7 Old Lexington Road** – Immaterial change to location of dryer and stove vents and vent pipe

**16 Trapelo Road** – Replacement of roof shingles on the house and barn

**61 Bedford Road** – Repairs to the house with like materials

**58 Codman Road** – Replacement of windows in Barn D

**6 Canaan Drive** – Repairs to deck and railing; repair fencing around pool; and replacement of rubber roofing, all with like materials

**20 Stonehedge Road** – Replacement of roof shingles with like materials

**49 Bedford Road** – Replacement of roof shingles of a portion of the dwelling with like materials

**1 Old Lexington Road** – Replacement of roof shingles of dwelling and garage with like materials

**7 Old Lexington Road** – Replacement of roof shingles of barn and carport with like materials

**10 Woods End Road** – Replacement of roof shingles and siding of house; repair pergola and small deck, all with like materials

Preservation Restriction Agreement:

**61 Bedford Road** – Placement of condenser out and ductwork inside the house

HDC 2018 Initiatives

In conjunction with the Friends of Modern Architecture/Lincoln, the HDC added 17 Modern houses in various locations to the Historic District and 11 Modern houses in the Brown's Wood neighborhood to form a new Brown's Wood Historic District for those 11 houses. The Town voted to approve the proposals at Town Meeting in March 2018. There are now 35 Modern houses, and a total of 101 properties, in the Town's Historic Districts. At the request of two homeowners, the Brown's Wood HDC will propose the addition of two more Modern houses to the Brown's Wood Historic District at Town Meeting in March 2019.

## LINCOLN HOUSING COMMISSION

Allen Vander Meulen III  
Bijoy Misra  
Diana Chirita  
Evan Gorman, Vice Chair  
Keith Gilbert, Chair

### **The Housing Commission's Mission**

Our mission is to provide housing for people with low or moderate incomes and for others whose needs are not met by the regular housing market. The Lincoln Housing Commission (HC) is responsible for coordinating all facets of the Town's affordable housing program including planning, advocacy, and policymaking. The Housing Commission is also tasked with the administration of the Town's seven rental units.

### **The Affordable Housing Coalition**

Together, the Housing Commission, the Affordable Housing Trust, and the Lincoln Foundation form the Affordable Housing Coalition with a unified mission to facilitate the expansion of affordable housing while preserving the affordable units we currently have on our Subsidized Housing Inventory [SHI].

### **10% SHI Mandate Status, Risks, and Projections**

At this time last year Lincoln was at risk of falling below the Commonwealth's requirement to allocate 10% of its housing as affordable (i.e., counted as part of Lincoln's Subsidized Housing Inventory [SHI]). The SHI is a critical statistic: falling below 10% would allow developers under State Law (Chapter 40B) to build high density developments that include affordable housing, overruling local zoning laws with little recourse for the Town if a 40B developer chose to ignore our local concerns and goals.

Fortunately, with the approval of the Oriole Landing project at Town Meeting in March 2018, this concern has been resolved through the addition of 60 units to the Town's SHI. This will increase our SHI inventory from 238 to 298 units, and will likely keep our SHI above 10% for several decades.

Lincoln has included Affordable Housing in its planning and land use goals since the 1960's. Now that the Town is no longer in a position in which a 40B development can be thrust upon us, we as a Commission can turn our attention to a larger and longer-term issue: what is the right mix of not simply affordable housing in its legal and technical definition, but of housing that is affordable, and how can we as a Commission encourage the creation of more such housing that is affordable.

### **Update on the Affordable Accessory Apartment Bylaw.**

The Affordable Accessory Apartment (“AAA”) Bylaw was passed at Town Meeting in 2017. One of the provisions of the Bylaw was to afford a proportional property tax rebate to the homeowner who created an affordable apartment under this legislation. The proposed Bylaw was submitted to the State Legislature for approval as a home rule petition. The Housing Commission and town administration are working with our state legislators and with the legislative leadership to address a number of concerns that were raised while the Bill was under review by various legislative committees. Although our Bill was modeled on others that had received legislative approval, the current legislature has been insistent on including a sunset provision that would require Town Meeting to reauthorize the tax exemption every three years. While we appreciate the Legislature’s deference to Town Meeting, in this particular case we believe the contemplated sunset provision would deter owners from investing in their properties given the lack of long-term certainty. We believe that the overwhelming Town Meeting vote of support to approve the Bylaw and to initiate the legislative process should be sufficient. The Town, in conjunction with the Housing Commission, is in the process of meeting with State legislators to educate them as to the wisdom of the AAA bylaw, and to ultimately get their approval for the Bylaw, including the tax rebate provision which we believe is integral to the program’s success.

### **Joint Effort with the Council on Aging**

The Commission has entered into a joint effort with the Council on Aging in an attempt to provide housing stability for low income seniors, individuals and families. In partnership with the COA, the Commission has applied for a grant from the Community Preservation Committee to provide temporary rental assistance to allow these members of our town to weather temporary economic setbacks and stay in our community. Adverse life events such as sickness and temporary loss of employment can put people with little savings in danger of eviction. This temporary assistance is meant to forestall eviction and give these neighbors the opportunity to regroup and continue living in Lincoln.

### **Changes in Membership/Committees**

Keith Gilbert was elected in 2018 to a one-year term, as Rakesh Karmacharya decided not to run again, and will seek re-election to a three year term in 2019.

This fall, Allen Vander Meulen and Diana Chirita stepped down as HC Chair and Vice Chair, respectively. Keith Gilbert is now Chair, and Evan Gorman is Vice-Chair.

In 2018, Mary Sheldon, the COA’s liaison to the Housing Commission retired after many years of service. The COA suggested that the Housing Commission send a liaison to the COA and Diana Chirita was appointed for this liaison role. Allen Vander Meulen is the Housing Commission’s liaison to the South

Lincoln Planning Implementation Committee, (“SLPIC”). Bijoy Misra is the Commission's Representative to the Housing Option Working Group.

**Contributions of Town Employees and Consultants**

The Affordable Housing Commission could not manage without the administrative assistance of Elaine Carroll, the facilities management expertise and efforts of Gerald O’Doherty and Michael Haines, the housing consultant services of Pam Gallup, the guidance of Katherine M. O’Donnell on legal matters, and Mary Day’s assistance in navigating requests for proposals. They have all made valuable contributions this year, and their help is deeply appreciated.

## CONSERVATION COMMISSION

Larry Buell  
Ronald Chester  
Christine Dugan  
James Henderson  
Ari Kurtz  
Richard Selden  
Peter von Mertens, Chair

This year there were no changes in the Commission but one significant change for our staff. Jane Layton retired and we placed a bench above Farm Meadow to honor her for her great work. The plaque on the bench reads “Lincoln recognizes and thanks Jane Layton, Conservation Ranger, for her 29+ years of dedication to the protection of our land and wildlife.” She remains a Lincoln resident and is currently working part-time with the Lincoln Land Conservation Trust, our most important partner in local land preservation and stewardship.

Our newer staff has now completed more than a full year’s cycle of field work, permitting, and other activities. These three individuals all started in the fall of 2017 under the guidance of long-time Conservation Director, Tom Gumbart. Each has done an exemplary job of representing and fulfilling the conservation ethic and goals of Lincoln and we truly thank them and the many volunteers who helped us throughout the year.

Jennifer Curtin is our Conservation Assistant and she is the friendly face of the Commission who greets people at our counter and on the phone, guides them through permitting, or answers questions they may have. However, she is also willing to help out in the field with special projects and participates with many groups and meetings in Town. Jennifer graduated with a B.S. in Environmental Sustainability from Salem State University. Tim Beliveau is our Land Manager and he is dedicated to working outdoors year-round to keep our trails clear and keep our public open space well-tended. He is the one you are most likely to see on the tractor or wielding a chainsaw in the woods. Tim graduated with a B.A. in Biology from the College of Charleston. Stacy Carter is our Land Steward and she brings with her a wealth of field experience and natural history knowledge. She is responsible for a significant amount of our active land management efforts, especially in regard to invasive plant control. Stacy graduated with a B.S. in Biology/Environmental Studies from Brandeis University. Each of these staff members brings a pleasant and positive attitude on a daily basis and that is much appreciated. Feel free to say hello when you see them around Town.

One of the most important roles of the Commission and staff is to provide ecologically-sound stewardship of Lincoln’s trails, fields, and woodlands to accommodate an array of uses. Therefore we need to ensure that resources are

available to provide such appropriate land care. Fortunately some of the Commissioners generously donate their project management and technical skills, physical labor, and equipment to help complete many of our major projects. Recently this included significant field edge clearing and invasives removal at the Umbrello Field and the Codman Pasture behind the Public Safety Building.

Several large late-winter storms caused a tremendous number of trail blockages from downed trees and branches. The field crew worked extremely hard to clear these and the overall effort took much of their time over a period of a few months. After this effort work was able to resume on normal activities such as invasive plant control, repairing and constructing bog bridges, and stone wall clearing. The Complete Streets grant from the State helped complete many projects in Town, including two on conservation land. Roadside paths were extended from Lee's Bridge to the Overflow Parking Lot and at the Baker Bridge North field to Baker Farm, continuing the connection towards Walden Pond.

This was a year of change for our licensed agricultural lands. Ellery Kimball, who ran the Blue Heron Organic Farm, has gone to explore other opportunities. Kip Kumler, Turtle Creek Winery, is still running his business but without growing grapes on conservation land and Erik Jacobs is no longer operating the Plough & Stars Project at the Ricci Field. We appreciate their agricultural efforts and wish them the best with their future endeavors. Currently 12 farms renewed their 5-year licenses for conservation land, each with its own unique program: Breton Meadow Farm, Codman Community Farms, Cupp & Sons, The Food Project, Good Roots Farm, Lindentree Farm, Matlock (Flint's) Farm, Raja Farm, Red Rail Farm, Sweet Spirit Alpacas, Trim Orchard, and Verrill Farm. As we move ahead we will seek to bring new agricultural projects into Lincoln.

The Commission administers both state and local wetlands protection laws to ensure activities do not harm wetland and buffer zone resource areas. If you are contemplating work in or near wetlands, please check with the Conservation Department for guidance. Due to serious concerns with the human health impact of aquatic herbicide use, the Commission established "Guidelines for Comprehensive Pond Management Plans" to provide a process for evaluating pond management permit applications. To help avoid wetlands violations associated with vista clearing the Commission created a "Water-view Maintenance Policy" to help abutters to open water bodies know how to comply with wetlands law and regulations.

As always, Commissioners are involved with a variety of other committees and organizations. Deserving special recognition this year is Christine Dugan who is our representative to the School Building Committee. This has been a tremendous commitment of time and energy by all the Committee members but it is for what is probably the single most important Town project in recent memory. On another note, we are sponsoring the draft bylaw proposed by the

Leafblower Committee that will come before TM in 2019. This is an effort to reduce noise and air pollution caused primarily by the use of gas leafblowers.

## **AGRICULTURAL COMMISSION**

Nancy Bergen, voting  
Lynne Bower, voting  
Stacy Osur, alternate  
Ellen Raja, voting  
Karen Seo, alternate  
Ari Kurtz, Co-Chair, voting  
Louise Bergeron Co-Chair, voting  
Open position, non-voting  
Open position, alternate

### **Wildlands, Woodlands And Farmlands:**

On January 18, 2018, the Agricultural Commission presented Dr. Donahue's talk "Wildlands, Woodlands, and Farmlands: A Vision for the Future of New England" at Bemis Hall. Dr. Brian Donahue is an Associate Professor of American Environmental Studies at Brandeis University and Environmental Historian at Harvard Forest. The discussion was centered on the management of open land to support food production in New England.

### **Lincoln Agricultural Commission On Instagram:**

In November 2017, the Agricultural Commission launched an Instagram account, @FarmLincoln, to inform followers of agricultural events and opportunities in Lincoln, and to support local farms and farming organizations. The account was publicized at the March 2018 Town Meeting and has been updated throughout the year. On town meeting day, a basket of Lincoln-grown produce was given to a winner chosen at random among those who followed @FarmLincoln on Instagram on town meeting day.

### **Promoting Agriculture At The Town Meeting:**

The Agricultural Commission distributed printed information to promote agriculture in Lincoln including Lincoln's farming brochures and a card promoting the above-mentioned Instagram account.

### **Participation To A Historical Society's Meeting:**

In May, Agricultural Commission members attended a meeting sponsored by the Lincoln Historical Society where Janet Boynton's film featuring Lincoln farmers was shown and Ari Kurtz from the Agricultural Commission gave a presentation on Lincoln's agricultural history.

**Participation In The 4th Of July Parade:**

The Agricultural Commission participated in the Lincoln 4th of July parade with a display designed to promote farming.

**Presence At ZBA Meeting:**

The Agricultural Commission provided input concerning a dispute between neighbors about farming practices and laws in Lincoln. State of the town meeting: The Agricultural Commission presented its position supporting commercial cultivation of marijuana in Lincoln.

**Establishment Of A Farming Section In The Lincoln Library:**

The Lincoln library agreed to provide space for books on farming. Members of the agricultural commission selected and obtained town authorization to purchase books for the library.

**Lincoln's Right To Farm Bylaw:**

The Town of Lincoln passed a Right to Farm Bylaw at Town Meeting on March 26, 2011. The public notice for the Right to Farm Bylaw is published below for new residents. "It is the policy of the Town of Lincoln to conserve, protect and encourage the maintenance and improvement of agriculture land for the production of food and agricultural products, and also for its natural and ecological value. This disclosure notification is to inform buyers and occupants that the property they are about to acquire or occupy lies within a town where farming activities occur. Such farming activities may include, but are not limited to, activities that cause noise, dust, and odors. Buyers or occupants are also informed that the location of property within the Town maybe impacted by commercial agricultural operations.

## GREEN ENERGY COMMITTEE

Jim Hutchinson	Jonathan Soo
Sue Klem	CJ Volpone
Edmund Lang	Mary Day, Ex-officio
Ed Kern	John Snell
Ann Risso	Peter Watkinson, Chair

Established by the Selectmen in 2007, the Green Energy Committee (GEC) serves as the Town's primary resource to identify technologies, initiatives, and resources to reduce Lincoln's CO2 emissions. In addition to our committee members, there is a deep bench of GEC contributors advocating for, leading and supporting municipal and town-wide efforts.

Having served as Chair since the GEC's inception, John Snell has stepped down from his leadership role. It isn't possible to highlight all of his achievements here, but he has left a legacy of initiatives and significantly improved energy efficiency and reduced energy consumption at all of our municipal buildings.

We would like to highlight some of the key efforts underway and coming together:

- Work with the School Building Committee (SBC) on a high efficiency school building envelope powered completely by onsite Solar PV arrays through a Power Purchase Agreement (PPA) to achieve a Net Zero campus.
- Establish Community Choice Aggregation to boost the renewable content of Lincoln's electricity above the 15% currently mandated at Eversource.
- Encourage residents to realize significant CO2 emissions reductions through Electric Vehicle (EV) purchase/lease. We will make it easier and less expensive to obtain residential EV charging stations and investigate local municipal EV charging stations in Lincoln.
- Continue residential efforts including energy audits, Heat Smart program and Solarize Mass.
- Collect/Use data to show the Town where we are on the CO2 emissions reduction journey.
- Develop/Implement Solar PV projects at non-residential locations including the School Building Project, Codman Community Farms Barn, Lincoln Mall Parking Canopies, First Parish in Lincoln, Public Safety Building and Transfer Station.

In order to celebrate John's accomplishments, we will work this year to develop a plan to make Lincoln a carbon neutral community by 2030.

# LIBRARY, RECREATION AND SCHOOLS

## TRUSTEES OF THE LINCOLN PUBLIC LIBRARY

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		<u>Term Expires</u>
Jacquelin Apsler, Chair	Selectmen's Appointee	2020
Ron Chester	Self-Perpetuating	
Martin Dermady	School Committee's Appointee	2019
Jen James	Elected	2019
Kathleen P. Nichols	Self-Perpetuating	
Peter Sugar	Self-Perpetuating	

### New Strategic Plan

A new five-year strategic plan was developed this year. Our consultant, Nancy Rea, facilitated meetings with the community, Trustees and staff. Participants did a SOAR exercise during which they identified Strengths, Opportunities, Aspirations, and Results. Next, they created vision statements for the Town of Lincoln that look ahead for the next five to ten years. Finally, they created goals for the library. An online survey made it possible for all Lincoln and Hanscom Air Force Base residents to participate in setting the library's future direction. Library staff took all of this data and made a five-year plan for the Trustees' review.

### Statistics

Total circulation increased in FY2018. 87% of the items that were checked out were tangible items (eg. Books, DVDs, magazines, music CDs) and 13% were downloaded (eg. eBooks, eAudios, and eVideos). The number of patron visits, reference questions, programs offered, attendance at those programs decreased. There was a significant increase in downloading titles.

	<b>FY2017</b>	<b>FY2018</b>	<b>% Increase</b>
Tangible Circulation	157,220	155,795	-0.91%
Downloadable Circulation	12,694	22,636	78.32%
Total Circulation	169,914	178,431	5.01%
HAFB Circulation	3,375	3,773	%
Reference Questions	11,218	10,678	-4.81%
Programs	651	560	-13.98%
Program Attendance	12,170	11,458	-5.85%
Patron Visits	87,894	85,803	-2.38%
Website Visits	134,562*	101,917	-24.26%

\* New website launched in December 2016

## **Programming Highlights**

We had a variety of special programs including a field trip to the Peabody Essex Museum to see the Georgia O’Keeffe exhibit, Composting Dos and Don’ts, The Woolly Mammoth Revival Project, the six-part lecture series “FDR’s America,” and Evening Cabaret with Mary Crowe and Evelyn Harris, opera lectures about Giacomo Puccini and Maria Callas by Erika Reitshamer. Walter Bossert gave a timely lecture about the Supreme Court during the U.S. Senate’s Nomination Hearings for Associate Justice Brett Kavanaugh. Four Lincoln residents gave lectures about their new books. Ray Anthony Shepard, author of Now or Never: 54<sup>th</sup> Massachusetts Infantry’s War to End Slavery, Jenifer Burckett-Picker, author of Dad and Dunk in the Great War, Cai Emmons (former resident) author of Weather Woman, and Julie Dobrow, author of After Emily: Two Remarkable Women & the Legacy of America’s Greatest Poet. The library has three book groups for adults. There are also programs for people with diverse artistic talents (Photoshare, Classic Jazz, Traditional Jazz Jams, Lincoln Open Mike Acoustic, The Write Stuff, and a knitting group). A new coloring group is gaining popularity with people who want to relax. For people who enjoy movies the Lincoln Film Society meets monthly.

The Children’s Department offers three weekly preschool story times, and three book groups. Monthly events included: Sing-Along with Ed Morgan, Kids Lego Club, and Wednesday Afternoon Matinee. There were dance parties for ages six and younger, a six-week improv class for kids in grades 4-6, magic shows, an engineering workshop. Over 7500 children attended library programs throughout the year.

101 children completed the Summer Reading Challenge, 33 of these kids who were entering grades four through seven attended the Annual Great Summer Sleepover.

## **New Materials**

Funds from the Lincoln Public Library Large Print Endowment Fund have made it possible to purchase over 270 new large print books during 2018. We added a subscription to Kanopy, an on-demand streaming video service that has over 30,000 films. The Library continues to add devices to our “Library of Things” including a Toshiba VHS tape to DVD format convertor.

## **Staffing**

Jane Flanders, Head of the Children’s Department, retired in October after working at the library for over 31 years.

**Building and Grounds**

Community Preservation Act funds were used to restore the library's original 1884 entrance that faces the five-way intersection. Now the original entrance looks beautiful!

The library received funding to replace three air conditioners that were installed in 1989. Engineers are designing the new HVAC system and construction will begin in late spring 2019.

## LINCOLN TOWN ARCHIVES

Valerie Fox, Interim Town Clerk, Co-Director  
Barbara Myles, Library Director, Co-Director  
Lisa A. Welter, Archivist

### Staffing Changes

- Susan Brooks retired as Town Clerk at the end of June 2018. She brought the Town Offices Archive and the Library Archive together in 2008 as the Lincoln Town Archives, and she created the Town Archives Advisory Council, comprised of members of Lincoln organizations interested in preserving history along with experts in their fields.
- Marie Wasnock resigned her part-time position in March as Lincoln's Archivist to take a full-time job. Marie oversaw moving the Archives for both the renovation of the library's vault and the renovation of Town Offices. In her ten years working in the Archives, she did a terrific job with records retention at Town Offices and wrote finding aids to make it easy to find documents for public records requests. Lisa Welter was hired as Lincoln's new Archivist.

### Accomplishments

#### Reference and Research

- The Archivist and Reference Librarians answered 75 local history and genealogy inquiries in person, by phone, and by email, including retrieving archival material from the vault for researchers to study.
- We met with representatives of the Lincoln Minute Men to explore options for integrating our archival materials into their school programs.

#### Collections and Access

- Archivist Lisa Welter processed accruals to existing collections and updated associated finding aids. She is processing recent donations, including a large collection of photographs, negatives, publications, and ephemera from the estate of Sareen Gerson, editor of Lincoln's *Fence Viewer*, with the goal of creating public access in the summer of 2019.
- At the Town Offices Vault, the Archivist has been updating the inventory of the permanent public records.
- Personal correspondence from the Isabelle Peirce Collection that were conserved and digitized through Community Preservation funding, are now available to researchers through the Digital Commonwealth repository, accessible from the Lincoln Library's website.

#### Preservation

- The Community Preservation Committee approved funding for the conservation treatment and scanning of some of our most valuable,

fragile, and frequently accessed items. Conservation and preservation treatment has been completed by the Northeast Document Conservation Center (NEDCC). Among the collections treated this year were:

- Assessor's Valuation Lists, 1861
  - Assessor's Valuation Lists, 1865
  - Plan of the Town of Lincoln by John G. Hales, 1830
  - Plan of New County Road from Lincoln Meeting House to Watertown, n.d.
  - A Plan of the Road from Concord to Cambridge by Peter Tufts, 1801.
- The Sophia Adams needlepoint family register sampler is currently being conserved by Deirdre Windsor of Windsor Conservation. Donated by Lincoln resident Cynthia Williams, the sampler's restoration is supported through Community Preservation funds.
  - We participated in a disaster preparedness workshop hosted by the Massachusetts Board of Library Commissioners in conjunction with statewide cultural heritage emergency network partners. The program included a controlled live burn and simulated disaster response.
  - In November, the Town successfully repaired a building leak at Town Offices that presented concerns for the Town Offices Vault.

### **Donations**

The Lincoln Town Archives would like to thank our kind 2018 donors:

- Ruth Ann Hendrickson – Documents associated with the Lincoln League of Women Voters.
- Martha Lufkin – Documents, photographs, film negatives, and ephemera from the estate of Sareen Ruth Gerson relating to the Lincoln *Fence Viewer* newspaper.
- Jonathan and Carolyn Dwyer – Four bound volumes of various town reports collected and bound by Charles Francis Adams, 1892-1911.
- Donald Hafner – Research articles on local history, predominantly on Lincoln residents and events of the Revolutionary War period.
- Dan Fedock – Framed print of the Lincoln Public Library.
- Katherine Hall Page – DeCordova artifacts and ephemera.

## PARKS AND RECREATION COMMITTEE

Douglas Carson  
Patty Donahue  
Chris Fasciano, Chair  
Margit Griffith  
Ginger Reiner  
John MacLachlan

**OUR MISSION** - The Lincoln Parks and Recreation Committee supports the Parks and Recreation Department (PRD) in providing affordable and diverse leisure opportunities, community-based special events and safe recreational facilities to enhance the quality of life for Lincoln residents of all ages. The Committee sets policy and oversees all facets of the department including: community programs and special events, athletic fields, tennis courts, playgrounds, public parks, the Codman Pool, and the Lincoln Summer Camp; as well as strategic facility planning and development.

**PROGRAMMING INFORMATION** - During the school year we offer a wide variety of children's programs, special events, trips, sports and adult education classes. All Lincoln residents are encouraged to participate. A full list of program and facility information, as well as online registration is available at [www.LincolnRec.com](http://www.LincolnRec.com).

In 2017 PRD provided over 125 programs to 1,388 different individuals ranging in age from 14 months to 88 years and enrolled over 3,859 participants in our activities with many additional residents being served through our public events. Preschool age programming accounted for 8% of enrollment, school age programming accounted for 60% of enrollment, adult programming accounted for 25% of enrollment, and programs for all ages accounted for 7% of enrollment, excluding our large public events. We'd like to acknowledge the hard work of our staff and instructors who make these programs so successful.

Under the umbrella of our Events Subcommittee, we oversee annual town-wide events including Patriots Day, Memorial Day, July 4<sup>th</sup>, the Summer Concert Series, and Winter Carnival. These large events could not happen without the support of the Lincoln Minute Men, the Girl and Boy Scouts, Public Safety, Public Works and our sponsoring businesses. And a special thank you to all our volunteers for a job very well-done!

In addition to this work, we participate in a number of town committees including the Community Center Preliminary Planning and Design Committee, the School Building Committee, Community Preservation Committee, the Cycling Safety Advisory Committee, the Leaf Blower Study Committee, the PMC Kids Ride, the School Health Advisory Council and the Lincoln School Safety Committee.

**OFFICE INFORMATION** - The Parks and Recreation Office is located in the Hartwell A Pod on Ballfield Road. We would like to thank the Lincoln Public Schools for their continued support by providing office and programming space. The office is generally open 8:30am - 4:30pm, but we recommend calling (781-259-0784) before you come by as our staff may be out supporting programs.

**FACILITY INFORMATION** - PRD maintains the town's athletic fields and baseball diamonds for the benefit of the public schools, sports leagues and community programs. Lincoln fields suffer because they do not have a season of rest, are not irrigated or treated for pests. We rely on annual cycles of slice seeding, aerating, and lime/natural fertilizer applications. We would like to thank Lincoln Youth Soccer and Lincoln/Sudbury Youth Baseball, for their contributions to this work.

**COMMITTEE MEMBERSHIP** – The Parks and Recreation Committee was fortunate to have a very stable membership throughout 2017. This allowed the committee to develop smooth operating procedures and provided time for members to dig into issues such as program pricing and financial assistance policies, which should help improve program quality in the future.

**OTHER INITIATIVES** – *This year the department has created two significant recreational amenities to the town:*

The WANG ATHLETIC FIELD at 100 Bedford Road was installed in fall 2017, and will spend the next 12 months growing grass for use in spring 2019! This is the Town's first new parcel of recreational land in over 50 years! We are very grateful for the support of the Rural Land Foundation/Lincoln Land Conservation Trust, Birches School (who are our new neighbors on the property), the Community Preservation Committee, the Conservation Commission, Lincoln Youth Soccer, the many private donors and the voters at Town Meeting 2017!

The MULTISPORT COURT on the Ballfield Road Campus was installed in summer 2017. It is a lighted, full-sized court that is able to host a variety of activities including basketball, tennis, volleyball, floor hockey, pickle ball, and badminton. It is available year round until 10pm at night!

For the second year in a row, the LINCOLN SUMMER CAMP benefitted greatly from the inclusion of over 35 Boston families. This opportunity was provided with the assistance of the METCO Coordinating Committee, METCO, Inc., the Lincoln Public Schools and the Ogden Codman Trust.

Lastly, the committee is excited to support the work being done by both the COMMUNITY CENTER PRELIMINARY PLANNING AND DESIGN COMMITTEE and the SCHOOL BUILDING COMMITTEE as they develop projects to enhance the core values of our community here on Ballfield Road.

*Parks and Recreation programming is a wonderful component of the Lincoln community and we thank you for your support. We are always looking for new ways to meet the changing needs and interests of the community and welcome any suggestions and ideas.*

## PIERCE PROPERTY COMMITTEE

Margi Brynes  
Anne Crosby  
Terry Green, Chair  
Jean Horne  
Lucia MacMahon  
Pam Weismann

Nancy Beach, Pierce House Manager

*“Our mission is to be stewards of this historic property so that residents of Lincoln, neighbors and guests may continue to use the Pierce House as a venue to gather and celebrate in keeping with the spirit of John H. Pierce’s gift to the Town of Lincoln.”*

In 2018, Pierce House continued to provide a memorable setting for Lincolniters to celebrate milestones in their lives: weddings, anniversaries, retirements, reunions, and memorial services to name just a few.

There were forty-two Town Events held at the Pierce House in 2018, in addition to the forty-five fully paid functions. These included weddings, memorials, meetings, corporate outings, birthday parties and a ‘pop-up’ linen store sale. Six of the fully paid events were Lincoln resident events. As in years past, our Saturday night bookings were solid from May through early November. Three new community events were introduced in 2018 which included a wonderful Mother’s Day Breakfast under the tent, and a well received and highly appreciated Fall Photo Day for families, and some dogs and horses, to have portraits taken by a professional photographer. In addition, for the first time, the Pierce House participated in the town’s Trunk or Treat event for Halloween.

A custom-made miniature replica of the Pierce House was donated to Pierce House in 2018. It was raffled off to benefit Pierce House renovations. Many people enjoyed seeing the doll house as it was on display around town, and we are thrilled to report that it was won by a six-year old neighbor, who lives “two fields” away from the Pierce House, has a hobby of fixing doll houses, and whose Mother was married at the Pierce House. The Pierce House Committee would like to thank the donor as well as all who participated in the raffle.

Our rented tent collapsed during an early November wind and snow storm. The house did not sustain any damage but the tent was a complete loss and will need to be replaced. The tent vendor’s insurance will cover most of that cost so we will have a new tent up and ready for the 2019 season.

Nancy Beach, the manager of the Pierce House, had another successful year marketing and managing the bookings, while updating and tracking the budget

including financial planning, updating monthly and yearly budget reports, creating a five-year capital plan as well as monitoring expenditures. Nancy attended and oversaw the logistics of each event including measuring and recording the sound decibel readings from the music. She worked with the DJs and bands to ensure they responded appropriately to the noise readings. Nancy's care and stewardship for this historic house has brought many improvements to the house as well as opportunities for Lincoln residents to enjoy it.

The year was so successful that a part-time assistant, Laura Kangas, was hired to work in the office with Nancy to handle the sales, tours, bookings and paperwork associated with managing a successful event. Laura also worked weddings during the season. The staff addition has provided the ability to respond to inquiries sooner, which is a critical factor in booking weddings and other events.

Pierce House operates on a tight budget and relies on the revenue that is generated primarily from the summer wedding events. This revenue allows us to host Lincoln residents and organizations in the house. With our competitive rental rate increase in 2018, we saw an increase in revenues which supported needed upgrades to the house. Lincoln residents as well as active military personnel continued to receive a discounted rental rate.

In other business, the Committee welcomed Margie Brynes as a committee member in the spring. Margie was appointed by the Board of Selectman to fill an empty seat on the committee. The Pierce House Committee has one additional vacant seat if you are interested in volunteering.

Much of the work of the Pierce House Committee involves the routine matters regarding house maintenance as well as the issues associated with operating a historic venue. In addition, the Committee has been working diligently with our neighbors and town officials to quantify and manage the sound that comes from our venue. The town commissioned a sound study in late spring to begin that work. The Committee, working with town officials and our neighbors, have begun instituting the recommendations outlined in the report including moving the end time of events back one hour on Friday and Saturday nights from 11pm to 10pm, lowering the allowed decibel limit, limiting the size of weddings and bands, purchasing and installing sound muffling curtains inside the tent and researching different types of sound systems. Sound measurement readings are now being taken and recorded during all events held outside, under the tent. A professional sound meter was purchased and new measuring protocols for recording these readings have been instituted. The Committee is also looking into the possibility of purchasing a new speaker system next year that focuses on keeping sound contained within the tent.

Over the past year, we completed needed refurbishments to the House, including renovations to the second-floor bathrooms, replacement of the entry hall chandelier and other light fixtures, and repair and painting of the second-floor business office. The Committee would like to thank Michael Haines, the Town Facilities Manager, for all his work in maintaining the historic house and his help in securing CPA funding for many of our projects this year. The house is really shining due to his thoughtful overseeing of needed maintenance. The Committee would also like to thank Tim Higgins, Town Administrator, and Mary Day, Assistant Town Administrator, for their invaluable guidance and support of Pierce House.

The 2019 New Year's Day Open House at the Pierce House was a success with nearly 300 people in attendance. It was the 19th continuous year the town party has been held. The Committee would like to thank our generous donors, Park and Recreation's Celebrations Committee, Rural Land Foundation, Police Association, the Lincoln Family Association, private donors and town officials, and the volunteers who made the party such a success. We could not have done it without them.

## LINCOLN CULTURAL COUNCIL

Melinda Bruno-Smith  
Catherine Coleman  
Patrick Greene, Secretary  
Wendy Hubbard  
Chris Loschen  
Renata Pomponi, Treasurer  
Diana Rich-Sheahan  
Meg Ramsey, Chair

All members of the Lincoln Cultural Council (LCC) are volunteers and are appointed by the Selectmen. We currently do not receive funding from the Town of Lincoln. We are entrusted with distributing monies received from the Commonwealth of Massachusetts, in accordance with their guidelines and requirements, which include the support of the arts, interpretive sciences, and humanities.

For fiscal year 2019, (applications and decisions made in late 2018) the LCC received \$4500 from the Massachusetts Cultural Council (MCC). In addition to the annual allocation from the MCC, the LCC has a small gift account available for use in support of its mission.

Each year the LCC provides funding to support a variety of programs **which will benefit the residents of Lincoln and bases its decisions on community input and identified priorities of various constituents. Based on the last community input survey we conducted in 2018**, we determined our main areas of focus will be performances, art education, and the environment or natural world. Our audience focus based on the survey should be families, adults/seniors and intergenerational groups. **The LCC will be doing another community input survey in 2021.**

**For fiscal 2019** we received 17 applications and funded 10 projects. The funded projects were:

- Lincoln Council on Aging (Herman Melville Performance)
- Mass Audubon Drumlin Farm (Climate Action Day)
- Concord Women's Chorus ("Searching Love" concert)
- Discovery Museum (Open Door Connections program)

- John Root (Attracting Bees, Butterflies & Other Beneficials)
- Lincoln-Sudbury Civic Orchestra (funding toward visiting Performing Artist)
- Gregory Maichack (Pastel Painting hands-on class)
- Historic New England Codman Estate (two lecture/tours on history & art)
- The Sudbury Savoyards (“Yeoman of the Guards” performance)
- Concord Museum (Forum with authors)

Some of the projects received all of the funding they were seeking and some received partial funding. Often, LCC is just one of several funders of a project.

**We strongly encourage and look favorably upon projects that involve Lincoln organizations.**

We welcome those involved in the arts, interpretive sciences, and humanities to consider applying for funding through the MCC/LCC grant program. Additional information and schedule for the grant cycle which begins in the Fall of 2019 is available at [www.mass-culture.org/lcc\\_menu.aspx](http://www.mass-culture.org/lcc_menu.aspx). Please note that all applications must be submitted electronically.

We strongly encourage anyone interested in supporting and promoting cultural events in Lincoln to volunteer to serve as a member of the LCC. We also welcome your input and ideas!

## SCHOOL COMMITTEE, LINCOLN PUBLIC SCHOOLS

Peter Borden, Vice Chairperson  
Tim Christenfeld, Chairperson  
Trintje Gnazzo  
Adam Hogue  
Tara Mitchell  
Simone Johnson, METCO Representative  
Laurel Wironen, Hanscom School Liaison Specialist

### Strategic Objectives:

*Educator Growth and Innovation:* Educators demonstrate continual growth, professional collaboration, innovation, and risk-taking built on a shared vision of effective teaching and practices, and equity for all students

*Curriculum* – Curriculum is engaging, provides high cognitive demand, and supports the creative, social and emotional development, and academic growth of all students

*Instruction* – Instruction is student centered and focused on the engagement, achievement, and social and emotional development of all learners

*Equity and Culture:* Educators and students work together to build a school culture that values, respects and responds to students' identities, and develops the social and emotional well-being of all students

The complete District Strategic Plan can be accessed at, <http://www.lincnet.org/Page/3503>

To meet our Strategic Objectives, a variety of work is taking place in our schools. An intensive multi-year focus on literacy is underway in kindergarten through grade five. Faculty in the Lincoln School 5 – 8 are developing their understanding of culturally responsive teaching and creating instructional practices to match their learning. At Hanscom Middle School, there is a focus on supporting the needs of their military families and developing processes that match the needs of their current cohort of families.

### District Enrollment 2018 – 2019

As of October 1, 2018, the Lincoln Public Schools total enrollment pre-K – 8 was 1,229 students. Enrollment on the Lincoln campus was 605, including 49 pre-K students, 309 students in the Lincoln School grades K - 4, and 247 students in the Lincoln School grades 5 - 8. While our Lincoln School population has decreased slightly over the last eight years, this year's kindergarten class is the largest it has been, over the same time period, with a cohort of 72 students. Enrollment on the Hanscom campus was 624, including 41 pre-K students, 276 students at Hanscom Primary School grades K - 3, and 307 students at Hanscom Middle School grades 4 - 8. Included in these totals, the district has 30 students in Out-of-District placements and 3 students in our CASE classroom.

Out-of-District placements have been increasing over the last 5 years. In 2013, we had 12 Out-of-District placements. Most of these placements involve students residing at Hanscom Air Force Base; however, our placements of Lincoln resident students have also increased over this time period.

## **School Building Projects**

The School Committee and school administration wish to express our gratitude to the residents of Lincoln for their support and approval of the Lincoln School renovation project. In addition, we wish to acknowledge the dedication and support provided by the many committee members, town board members, and participating residents who provided invaluable input into the development of the Lincoln School design.

*At the Special Town Meeting on December 1, 2018, Town residents approved \$93.9 million in funding for the Lincoln School renovation project.*

The School Building Committee continues to develop the school design plans to ensure that the Lincoln School meets the needs of our student population and provides learning environments that support teaching and learning for the present and the future. In the fall of 2019, preparations for a temporary school building located on the ballfield will begin with anticipated moves in late June 2020. The construction/renovation of the Lincoln School will begin during the 2020 summer months and continue through anticipated completion in summer 2022.

### **Lincoln School Project Educational Program Guiding Principles**

- Create Engaging and Inspiring Learning Spaces
- Foster 21st Century Learning Skills
- Facilitate Communication and Collaboration
- Optimize connection to the Natural Environment
- Accommodate Historic Enrollment Range & Plan for Long-term Flexibility
- Integrate Pre-K into the Lincoln School

### **Lincoln School Project Community Guiding Principles:**

- Campus Feel – Maintain or enhance the connection with the outdoors and other parts of the campus.
- Community Spaces – Enhance and/or add spaces shared with the community such as the auditorium, a dining commons, and gymnasiums.
- Sustainability – Provide a sustainable, energy efficient, and healthy building.
- Financial Responsibility – Provide a long-term, financially responsible solution.

*Hanscom Primary School (HPS)* – The Hanscom Primary School construction project is nearing completion with an anticipated move in date of August 2019. When completed, the Hanscom Primary School and Hanscom Middle School will create a combined preK – 8 school building on the site of the former Hanscom schools. Hanscom Primary School faculty are currently working to develop instructional approaches for full utilization of their new building that includes grade level neighborhoods with shared hub spaces, small group instructional spaces, and smaller 1:1 instructional spaces providing a variety of learning spaces to allow for more personalized instruction.

## **Lincoln Sudbury Regional High School**

Radha Gargeya, Sudbury, Chair  
Patty Mostue, Lincoln, Vice-Chair  
Ellen Joachim, Sudbury  
Carole Kasper, Lincoln  
Kevin Matthews, Sudbury  
Craig Gruber, Sudbury  
Bella Wong, Superintendent/Principal

### **Superintendent's Report**

The High School's core values emphasize cooperative and caring relationships, respect for differences, pursuing academic excellence, and cultivating community. Our school culture strives to personalize education for all students in order to enhance achievement by building on individual talents and creating an educational environment where students want to learn and discover their passions. Our teachers develop engaging courses, foster strong connections with students, and produce well-rounded engaging courses to prepare graduates for the best colleges and other post-graduate endeavors. We are mindful of preparing students for entry into a fast-changing global environment.

In 2018, we welcomed Shelly Hinds to the administrative team as METCO Director, along with the hiring of 13 new faculty members. Our October 1, 2018, enrollment totaled 1,579 students overall with 1,528 enrolled in school and 51 students in out-of-district placements. Included in this total are 91 students from Boston attending via the METCO Program. Class size medians range from 20-22.

Along with our two "feeder" districts, the Lincoln and Sudbury Public Schools, the High School continues to receive students from Boston. The Metropolitan Council for Educational Opportunity, Inc. (METCO) program was established to provide the opportunity for children from racially imbalanced schools in Boston and children from relatively isolated suburban schools to learn together in an integrated public school setting.

This past summer was another busy one for the L-S Tech Team. In addition to the standard annual summer work, the team implemented a new school-wide phone system. The 14-year-old copper system has been replaced with a modern VoIP system and things are working as expected. Also of note has been a significant boost to the school's internet connection; up from 500mb to 1gb to better accommodate the growing use of technology throughout the district.

L-S will be changing to a new Student Information System (SIS) this winter and work has intensified to develop a thorough, thoughtful, and comfortable

implementation plan for all our users. A lot of time has been put in by Virginia Blake, Seth Weiss, Tracy Lyon, Donna Cakert, Dennis Phillips, and Jim Berry. We're looking forward to rolling out the final product. Ongoing Professional Development around the new system will be a focus throughout the year and beyond as needed.

The Solar Canopy Project, completed in May 2015, continues to lead to energy benefits for the district. Along with additional energy conservation projects such as replacing lamps with L.E.D. technology in the Auditorium, Black Box and other areas throughout the building, our energy consumption and maintenance costs continue to be reduced. We were able to level fund our utility budget once more for the current year.

The LS School Committee and the Teachers' Association reached agreement for the 2018-2021 Teachers' Contract which will commenced on July 1, 2018. Among other language changes in the contract, the following COLA increases over three years were agreed to for FY19, FY20, and FY21: 0.5% first half of FY19, 1.5% second half FY19; 0% first half of FY20, 3% second half of FY20; and 0.5% first half FY21, 2% second half FY21. An additional full professional day for staff training and development was added thus lengthening the school year for all faculty to 185 days.

The school participates in Minuteman Nashoba Health Group, a coalition of towns and school districts in Massachusetts that have joined together to more affordably purchase health benefits. Due in large part to this positive experience and membership, in the most recent OPEB evaluation performed by KMS Actuaries, LLC, Lincoln-Sudbury's projected accrued OPEB liability decreased from \$27,234,223 to \$24,669,372 effective July 1, 2015. This additional reduction is attributed to the establishment of an OPEB Trust, funding of the OPEB Trust and negotiation of a reduction in employer health care contribution for active employees and retirees. The OPEB liability valuation takes place every two years.

We added the following new courses to the educational program: The World Today, Russian History, and Physical Defense for Men. We were also able to reorganize our behavioral supports programs to improve student outcomes and retention in school. We continue to enhance our specialized supports for students on the autistic spectrum.

The Global Scholars Program has entered its fourth year with 45 students. We anticipate the presentation of 15 senior capstone projects during Spring 2019. The purpose of the program is to foster global competency among our students to improve their capacity to participate in and serve our global community. We appreciate especially grants received from the Sudbury Foundation and the Lincoln-Sudbury Parent Organization to support scholarships and financial assistance for student international travel.

We embarked on a full year of self-reflection in preparation for our decennial re-accreditation by the New England Association of Schools and Colleges. This process includes a focus on the development of a portrait of a graduate and a self-reflection report informed by surveys completed by staff, students and parent/guardians. This report will serve as a basis for the NEASC visiting team who will arrive in the 2020-2021 school year.

We have also committed to an in depth assessment of our school climate with a particular focus on race. We engaged two different sets of consultants utilizing grant funding to facilitate student and staff focus groups. Students, staff, and parent/guardians were also invited to complete surveys. We hope to have an action plan for improvement based on information and recommendations from these assessments.

We appreciate the continued support of the Towns of Lincoln and Sudbury for our annual operating costs. We also appreciate the supplemental support of the Sudbury Foundation, FELS and SERF that provide grants to fund teacher initiated projects to benefit teaching and learning in the school. We would also not be able to provide service at the current level of excellence without the financial support and hard work of our many parent organization groups.

Thank you.

Bella Wong  
Superintendent/Principal