

**REPORT**  
**of the**  
**OFFICERS AND COMMITTEES**  
**of the**  
**TOWN OF LINCOLN**  
**FOR THE YEAR 2023**



**LINCOLN, MASSACHUSETTS**

---



## TABLE OF CONTENTS

	<u>Page</u>
TOWN INFORMATION	1
GENERAL GOVERNMENT	
Select Board	4
Select Board's Inclusion, Diversity, Equity, and Anti-Racism (IDEA) Committee	11
Officers and Committees	13
Town Clerk	25
Vital Statistics	28
Annual Town Meeting	29
Annual Town Election	54
Special Town Meeting - December	58
FINANCE	
Finance Director/Town Accountant	62
Collector	64
Treasurer	65
Commissioners of Trust Funds	71
Board of Assessors	74
Capital Planning Committee	76
Community Preservation Committee	79
Ogden Codman Trust	82
INFORMATION TECHNOLOGY	83
FACILITIES	85
PUBLIC SAFETY	
Police Department	87
Fire Department	90
Building Department	92
Sealer of Weights and Measures	94
HUMAN SERVICES	
Board of Health	95
Dog Officer	98
Community Center Building Committee	99
Council on Aging & Human Services	101
Bemis Trust	103
Veterans Services	105

<b>PUBLIC WORKS</b>	
Public Works and Highway Department	106
Cemetery Commission	108
Roadway and Traffic Committee	109
Bicycle & Pedestrian Advisory Committee (BPAC)	110
Water Commission and Department	112
<b>LAND USE BOARDS AND DEPARTMENTS</b>	
Planning Board	115
Zoning Board of Appeals	120
Historic District Commission / Lincoln Historic Commission / Brown's Woods Historic District Commission / Twin Pond Historic District Commission	123
Housing Commission	126
Conservation Commission	130
Agriculture Commission	133
<b>LIBRARY, RECREATION, AND SCHOOLS</b>	
Lincoln Public Library Trustees	136
Lincoln Town Archives	139
Parks and Recreation Committee	142
Pierce Property Committee	145
Lincoln Cultural Council	147
Lincoln School Committee – Lincoln Public Schools	149
Lincoln-Sudbury Regional High School Superintendent	151

## TOWN INFORMATION

<i>First Settled</i>	1650-1680
<i>Town Incorporated</i>	1754
<i>Town Area</i>	14.56 square miles
<i>Population</i>	6,553 (including Hanscom AFB)
<i>Registered Voters</i>	4,985 (including Hanscom AFB)
<i>Type of Government</i>	Town Meeting
<i>2023 Annual Town Meeting</i>	March 25, 2023
<i>2023 Annual Election of Officers</i>	March 27, 2023
<i>FY 2023 Tax Rate =</i>	<i>Residential</i> \$13.92 <i>Commercial</i> \$20.43
<i>FY 2024 Tax Rate =</i>	<i>Residential</i> \$12.90 <i>Commercial</i> \$19.71

## MUNICIPAL AND SCHOOL OFFICES

<b>DEPARTMENT</b>	<b>OFFICE HOURS</b>	<b>PHONE</b>
<b>TOWN OFFICES</b> 16 Lincoln Road	Mon-Fri 8:30 AM – 4:30 PM	781-259-2600
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 & Historic District Comm.		781-259-2614
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

General Business

911

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 (staffed 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 at  
[www.lincolntown.org](http://www.lincolntown.org).

## **GENERAL GOVERNMENT**

### **SELECT BOARD**

We saw significant progress this past year on four priority initiatives: Community Center planning, Housing Choice Act compliance, Climate Action Planning, and Diversity & Inclusion. We are grateful for the wonderful professional staff/volunteer partnerships that make this work possible, and for the engagement and input that we receive from our residents.

#### *Community Center Planning*

We have reached an exciting stage in the Community Center Planning process. Having completed essential due diligence (i.e., confirming programmatic needs, site analysis and planning, and interior space plans) the CCBC was able to move forward and develop early-stage architectural building design concepts. The Town's vision for a warm and inviting place that fosters sharing and fellowship among all ages and provides spaces that are conducive to the delivery of high-quality services has now come more clearly into focus. We look forward to presenting the funding request in March. The proposed project budget will be within the price limits established by the November 30, 2022, Special Town Meeting vote, and the December 2, 2024, Special Town Meeting vote favoring the 100% budget price point. We are optimistic that the impact to property taxes will be mitigated through a combination of private donations (Friends of the Council on Aging & Human Services has pledged \$1 million, and the Ogden-Codman Trust \$500,000, with additional private donations expected) and a transfer of several millions of dollars from the Town's financial reserves. Our Board believes the concept developed by CCBC has incorporated the best thinking of Town officials, professional staff, and residents alike. It provides a solution that will meet our needs for decades to come. It also represents good financial value, particularly when weighed against the cost of renovating the Hartwell Pods and Bemis Hall. We are especially grateful to the members of the CCBC for their willingness to consider and engage all points of view, painstaking attention to detail, creativity, and concern for the taxpayers' interests. Should the voters see fit to approve the project funding in March, we will turn to CCBC to lead the final design, bidding, and construction supervision phases of the project in excited anticipation of a building dedication ceremony in 2026.

#### *Housing Choice Act Compliance*

The Housing Choice Act Working Group (HCAWG), which was appointed by the Select Board in October of 2022, worked throughout 2023 to develop rezoning options that would comply with the state's Housing Choice Act. The Act requires Lincoln, as a community with a Commuter Rail stop, to zone a minimum of 42 acres to allow multi-family housing by right. The compliant zoning must allow a

density of at least 15 units/acre and a minimum of 635 units. Note: The law requires municipalities to create a zoning district, it is not a housing production requirement.

The HCAWG used the following principles to develop a series of options.

- Rezone near public transportation and town amenities; consider codifying near-by multi-family development
- Lay groundwork for housing options for young adults, families, local workforce, those ready to downsize
- Support our small commercial center
- Promote decarbonization and climate change adaptation
- Keep Lincoln eligible for grants to achieve town goals and mitigate impact on property taxes (Compliance with the law ensures Lincoln remains eligible for significant state grant funding sources)
- Proactively tailor zoning to fit Lincoln's unique character

The HCAWG was assisted by an outside consultant in the development and modeling of a number of different options. The group engaged the community in a series of community forums and neighborhood meetings and presented several options at the September State of the Town. After extensive feedback from the community, the HCAWG and Select Board decided to bring five options to Lincoln voters at the December Special Town Meeting. The district that proposed doing all of the rezoning around the MBTA train station received the majority of the vote at the STM. The zoning bylaw to implement this option will be brought forward to the March 23, 2024, Annual Town Meeting for final approval.

### *Climate Action Planning (CAP) & Other Green Initiatives*

CAP - The Town's Green Energy Committee formed a Climate Action Working Group to oversee the completion of a Climate Action Plan that was undertaken this past year with the goal of providing a living framework to help guide the town and its community members towards reducing greenhouse gas emissions while also advancing community resilience in equitable and sustainable ways. The Working Group completed its work toward the end of the year. In collaboration with other stakeholder groups, the Working Group has identified short term priorities of (1) creating and launching a "Green Energy Coaching group" that would help residents navigate the maze of available green programs and incentives, and (2) satisfying the requirements for the Town to qualify for continuing participation in the Municipal Vulnerability Program (progressing into the 2.0 phase) which provides ongoing access to a variety of climate vulnerability and adaptation grants. We look forward to continuing progress on a variety of carbon reduction and climate vulnerability adaptation strategies.

Landfill Solar Project – In March 2023, the Select Board awarded a contract to develop a 1.4-megawatt solar project on the town landfill located adjacent to the transfer station at the corner of Rte. 2A/Mill Street. Early-stage due diligence was completed this year including site testing and design, and the filing of applications with the Commonwealth’s Department of Environmental Protection and with Eversource. The current schedule anticipates that all necessary approvals will be granted no later than the fall of 2024, so that construction can commence no later than the spring of 2025. If the current schedule holds, the facility will be generating electricity by the fall of 2025.

Lincoln Green Energy Choice Program – Prices for Lincoln’s electricity aggregation program decreased by more than 6 cents/kWh for all program participants in January 2024, while program participants receive a higher fraction of their electricity from renewable sources at a price that is lower than Eversource’s current winter residential Basic Service price. In addition, Lincoln Green Energy Choice has saved participants more than \$1.4 million since the program’s 2021 launch through September 2023, and has helped the community to avoid more than 12 million pounds of CO2 emissions, equivalent to the emissions associated with more than 1,211 gasoline-powered passenger vehicles for a year. Lincoln’s program pricing will remain constant for a 24-month period, through the end of 2025. Since Eversource’s future pricing is not known, future savings compared with Eversource cannot be guaranteed.

Ten Town Fossil Fuel Free Pilot Program – In 2022 the Massachusetts Department of Energy Resources (DOER) established a demonstration project in which cities and towns may adopt and amend general or zoning ordinances or by-laws that require new building construction or major renovation projects to be fossil fuel-free. At Lincoln’s March 2023 Annual Town Meeting, we voted to enact General Bylaws Article XI, Section 17.2 for the purpose of participating in this pilot program, and in December 2023, DOER approved our application into the program. As a result, beginning in June 2024, new construction and major renovation projects in Lincoln are required to be fossil fuel free.

We thank the Green Energy Committee for their help with and leadership on all of the above climate related projects, and we applaud residents for their dedication to combating climate change.

### *Diversity & Inclusion*

At the end of 2022, the IDEA Committee used Federal American Rescue Plan Act (ARPA) funds to hire the Racial Equity Group and Elite Research (REG/ER) to work with the Town to develop short- and long-term action plans to help ensure that all residents, employees, students, and visitors feel welcome and respected in our community. In 2023, REG/ER and the Committee ran

foundational training sessions and collected and analyzed data through a series of surveys and focus groups for a gap analysis. The analysis was delivered late 2023, and the resulting action plan is to be delivered in early 2024. For more information, please refer to IDEA's report and visit the web page, <http://www.lincolntown.org/1221/IDEA>

And, although much of our attention and energy was focused on the above-referenced initiatives, there was other work to be done.

### *Financial Planning*

The Town's financial position remains strong. Conservative forecasting and budget management has allowed the Town to continue to meet its financial planning objectives, which include maintaining reasonable service levels, managing within the limits of Proposition 2 ½ without the need for an operating override for the past two decades, increasing reserves to help offset future tax increases and to maintain a favorable bond rating, making prudent capital investments, and continuing to pay down long-term liabilities, all despite a challenging inflationary environment. When considering new spending proposals, the Finance Committee, Select Board, and other members of the financial management team think about the "affordability question" on two levels: Can the costs of the project or proposal be absorbed within the overall financial plan without compromising other key objectives? Is the projected tax impact reasonable? We respect that each resident must decide for themselves whether the investment is worthwhile and whether the tax impact is acceptable. As town officials, our job is to prudently manage the Town's finances and to provide good information so residents can make informed decisions.

### *Traffic & Roadways*

The Roadside and Traffic Committee (RTC) continues to work closely with Public Safety and Public Works to plan and evaluate road design, care, and maintenance. In addition to projects identified by RTC or Public Works, the committee also continues to receive helpful feedback from residents about concerns on their neighborhood roads and roadside paths. This constructive engagement helps to identify additional opportunities to improve the safety and maintenance of roads and roadside paths for our Lincoln community.

The Bicycle Pedestrian Advisory Committee (BPAC) meets monthly and continues their progress on many fronts including advocacy, signage, and education for vulnerable road users. A few of their many successful projects have been the multi-year Walk, Bike, Roll to School program, the Farrar Road Shoulder Pilot and and the collaboration with RTC on the placement of new "Motorists Give 4 Ft. to Pass" signs.

The collaboration between BPAC and RTC has culminated in a recently formed Transportation Coalition which includes staff representation from Public Safety, Public Works and the Planning Department, an engineering consultant as well as committee members from BPAC and RTC. The transportation coalition meets monthly to discuss possible short and long-term roadway plans, ensuring coordination and an agreed upon prioritization of projects. The Coalition provides a unique multi-faceted lens in which to review roadway and traffic design for both drivers as well as vulnerable road users. The Transportation Coalition, through their diverse backgrounds and skill sets, has an enhanced ability to balance road design while considering safety for pedestrians and bicyclists and increased connectivity for all who use the roads and crosswalks. In addition to roadway projects and traffic calming measures (i.e., speed humps, bumps, and tables), the committee members also regularly discuss the condition and effectiveness of crosswalks, roadway shoulders, signage, and pathway connections. It has been a productive eight months of collaboration.

### *Planning for the 2025 Commemoration of the 250<sup>th</sup> Anniversary of the American Revolution*

It is with great excitement that the Select Board established a Lincoln 250<sup>th</sup> Planning Committee in early 2023. This committee was charged to 1) develop and execute a plan that included a wide range of activities and events for residents of all ages that commemorate Lincoln's participation in the events of April 19, 1775 2) collaborate with 250<sup>th</sup> planning committees in our neighboring towns and National Park Service as well as at the local, state and federal level 3) ensure that activities and programs planned for Lincoln represent a commitment to diversity and inclusion and create opportunities for greater resident participation. The Lincoln250 Planning Committee consists of twelve volunteers that represent various Town departments, boards and committees including Public Safety, Public Works, Lincoln Library, Historical Society, the Parks and Recreation Department, Lincoln Public Schools, Bemis Lecture Series, and the Lincoln Minute Men. With the 250<sup>th</sup> anniversary in April 2025, the Lincoln Planning Committee meets regularly to discuss a calendar of activities and events for 2025 and 2026 that helps to educate our community on the lives of our Lincoln residents in 1775 but also the historical role they played in the founding of our country. Among other things, this depiction will capture Lincoln's place in the momentous events of April 19, 1775, including the contributions of our native and Black Lincolniters and the role of women in the early days of the American Revolution.

### *Means-tested Senior Property Tax Circuit-breaker Program*

In 2019 the Select Board appointed a working group to study options for mitigating the impact of property taxes on financially vulnerable residents. The working group developed a list of programs that are generally available under

state law, and several others that were initiated by individual communities after having received special legislative authorization. Our research led us to a program that was implemented a decade ago by the Town of Sudbury. They developed a means-tested extension of the state's Senior Property Tax Circuit-breaker Program which took into account the higher property values of the town by raising the maximum property value allowed for eligibility. A version of this program has been adopted by a number of communities.

The overall goal of the program is to reduce property taxes for eligible homeowners to no more than 10% of their income. The maximum tax bill reduction is 50%. Residents must own the home they live in, be over the age of 65, have lived in their home at least 5 years, and meet state income limits. In addition, the maximum assessed value of the home cannot exceed the average + 10% of all single-family homes in Lincoln. The program is funded by adding up the benefits given to all those who apply and are eligible (this sum can be no more than 1% of the Town's total tax levy) and then spreading that amount across all other properties. No additional taxes are raised, but there is a slight burden shift.

The working group recommended that the Select Board ask Town Meeting to authorize the submission of special legislation to authorize the Town to implement the program, and at the 2021 Annual Town Meeting voters approved the home rule petition. The petition has made its way through the state Legislature, and we anticipate receiving Legislative authorization prior to our March 2024 Annual Town Meeting so that we can ask Town Meeting for the final authorization needed to implement the program. Assuming that all approvals are granted, we will implement the program as part of the FY 25 property tax billing cycle, in the fall of 2025.

We marvel at the ability of our staff and volunteers to tend to their respective day-to-day responsibilities while also responding thoughtfully and creatively to an ever-changing set of community challenges and needs. Thank you, everyone, for your important contributions and for the mutually supportive environment you have helped create. Two key members of our team retired in 2023. Police Chief Kevin Kennedy retired after 31 years of service to Lincoln, the last ten as our Chief. Kevin led with competence, character, and compassion, and leaves behind a high-functioning, service-oriented Police Department. Barbara Myles, our Library Director, also retired this past year after 20 years of dedicated service. The Library thrived under Barbara's leadership, expanding programs to serve residents of all ages, and keeping the Library a vital part of the intellectual, artistic, and social fabric of Lincoln.

*We welcomed the following professional staff in 2023:*

Benalfew, Victoria	Admin Asst to the Building Department and Board of Health
Cronin, Andrea	Assistant Library Director
Francher, Kelsey	Police Officer
Gordon, Seth	Police Officer
Lopez, Angel	Library Custodian
Mattus, Daniel	Water Department Operator
Oliveri, Vincent	Police Officer
Pagounes, Joanne	Library Bookkeeper
Parnell, Leo	Public Safety Dispatcher
Sullivan, Monica	Accounting Clerk
Thom, Jenae	Staff Accountant
Westlund, Jennifer	Pierce House Director

Kim Bodnar  
Jennifer Glass  
Jim Hutchinson, Chair  
**Select Board**

Timothy Higgins  
Town Administrator

## **SELECT BOARD'S INCLUSION, DIVERSITY, EQUITY, AND ANTI-RACISM (IDEA) COMMITTEE**

Gray Birchby: LSRHS Representative  
Abigail Butt: Director, Council on Aging & Human Services  
Becca Fasciano: liaison, Conservation Commission  
Neil Feinberg: liaison, Housing Commission  
Kristen Ferris: METCO Coordinating Committee  
Tim Higgins: Town Administrator  
Ken Hurd: At-large  
Russell Kramp: At-large  
Becky McFall: Superintendent, Lincoln Public Schools (retired August 2023)  
Margaret McLaughlin: At-large  
Melissa Roderick: Director, Lincoln Public Library  
Abbey Salon: liaison, Welcome, Inclusion, Diversity, & Equity (WIDE)  
Detective Ian Spencer: liaison, Public Safety  
Susan Taylor: School Committee  
Albert Uriah Turner: At-large  
Jennifer Glass: co-Chair, Select Board  
Rob Stringer, co-Chair: At-large

Last year we reported on the 2022 choice by the IDEA Committee to hire the Racial Equity Group and Elite Research (REG/ER) to work with the Town to develop short- and long-term action plans to help ensure that all residents, employees, students, and visitors feel welcome and respected in our community. In 2023, REG/ER and the Committee have been busy running foundational training sessions and collecting and analyzing data through a series of surveys and focus groups for a gap analysis. This analysis was delivered late 2023, and the resulting action plan is to be delivered in early 2024.

The foundational training sessions were targeted at Town employees and members of Lincoln's volunteer government. REG held a total of 8 training sessions covering topics from "Bias and Blindspots" to "Data-Driven Metrics for Measuring, Monitoring & Managing IDEA." Twenty-five members of the staff and town boards attended.

In the spring of 2023, there were also two surveys distributed to different constituents in town. One was to employees and other members of our volunteer government. The other survey was sent out to residents, visitors, and those that work in Lincoln. To view the survey results, please follow these links.

Employee Survey:

<https://www.lincolntown.org/DocumentCenter/View/79287/Lincoln-Racial-Equity-Assessment-Final-Report>

Community Survey:

<https://www.lincolntown.org/DocumentCenter/View/79289/2023-09-05-Lincoln-Community-Survey-Report-With-Responses>

In addition to the surveys, REG also ran a series of six, in-person, focus groups to get more qualitative data to round out the survey data. These focus groups were centered on three sets of constituents: employees, Lincoln Town board members and residents. Every effort was made to make the participants of the focus groups as diverse as possible to include multiple lived experiences in the data set. This data collection was intended to give REG/ER a baseline for how Lincoln is supporting the town vision of being an inclusive place. To view the results of the focus groups, follow this link: <https://www.lincolntown.org/DocumentCenter/View/79290/Lincoln-Focus-Groups-Report-073123>

The results of the surveys and focus groups were delivered at the annual State of the Town meeting along with some potential action items identified from the initial gap analysis. The presentation can be found here:

<https://www.lincolntown.org/DocumentCenter/View/85117/2023-State-of-the-Town-IDEA?bidId=>

In the Fall, the IDEA Committee shared these results with other Town boards and committees, and reviewed the preliminary gap analysis comparing where Lincoln was at the time of gathering the data and where REG/ER has identified, from their experience with other municipalities and clients, where we should be to close the equity gap. The final draft of the gap analysis and the action plan will be published in 2024.

The Folks interested in learning more about this initiative are encouraged to visit the Town's website: <http://www.lincolntown.org/1221/IDEA>.

## OFFICERS AND COMMITTEES

	Term Expires
<b>ELECTED</b>	
<u>Moderator</u>	
Sarah Cannon Holden	2026
<u>Town Clerk</u>	
Valerie Fox	2025
<u>Select Board</u>	
Kimberly Bodnar	2026
Jonathan Dwyer (through 3/27/2023)	2026
Jennifer Glass	2024
Jim Hutchinson	2025
<u>Board of Assessors</u>	
Bruce Campbell	2025
Ellen Meadors	2026
Edward Morgan	2024
<u>School Committee</u>	
Jacob Lehrhoff	2026
Adam M. Hogue (through 3/27/2023)	2026
John Maclachlan	2024
Matina Madrick	2026
Tara Lynn Mitchell (through 3/27/2023)	2026
Kimberly Rajdev	2025
Susan H. Taylor	2024
<u>Water Commission</u>	
Matthew Bio	2026
Michelle Barnes (through 3/27/2023)	2026
Steve Gladstone	2025
Ruth Ann Hendrickson (through 1/4/2023)	2024
Patrick J. Lawler	2024
<u>Board of Health</u>	
Steven R. Kanner	2025
Frederick L. Mansfield	2026
Patricia Miller	2024
<u>Cemetery Commission</u>	
Manley Boyce	2026

Douglas Harding	2024
Conrad Todd	2025

<u>Lincoln-Sudbury Regional District School Committee</u>	<b>Term Expires</b>
Catherine Sousa Bitter (interim appointment)	2024
Heather-Jeanne Cowap Salemme (through 8/14/2023)	2024
Cara Endyke-Doran	2025
Kevin J. Matthews	2025
Lucy Maulsby	2026
Harold Engstrom (through 3/27/2023)	2026
Ravi Simon	2026
Candace Miller (through 3/27/2023)	2026
Mary Warzynski	2024

<u>Planning Board</u>	
Andrew Bennet, Associate	2026
Lynn DeLisi	2026
Ephraim B. Flint	2025
Craig Nicholson	2026
Robert Domnitz (through 3/27/2023)	2026
Margaret Olson	2025
Gerald Taylor	2024

<u>Commissioners of Trust Funds</u>	
Donald Collins	2024
D. Paul Fitzgerald	2026
Douglas Harding	2025

<u>Trustees of Bemis Fund</u>	
Miriam Borden	2024
Sara Mattes	2025
Heather Ring (through 3/27/2023)	2026
Rachel Marie Schachter	2026

<u>Trustees of Lincoln Library</u>	
Jacquelin Apsler (Select Board Appointee)	2026
Ron Chester (Library Trustees Appointee)	
Indrani Kharbanda (Library Trustees Appointee)	
Lucy Maulsby (School Committee Appointee)	2025
Ray Shepard (Elected)	2025
Peter Sugar (Library Trustees Appointee)	

## Term Expires

### Housing Commission

Julie Brogan (Elected)	2025
Rakesh Karmacharya (through 1/6/2023)	2025
Rachel Drew (Select Board Appointee)	2024
Victoria Benalfew (through 3/27/2023)	2026
Neil Feinberg (Elected)	2026
Evan Gorman (Elected)	2024
Allen Vander Meulen (Select Board Appointee)	2025

### Parks and Recreation Committee

Sarah Chester (Select Board Appointee)	2024
Brianna Doo (Elected)	2024
David Onigman (Select Board Appointee)	2026
Margit Griffith (through 5/9/2023)	2026
Thornton Ring (Elected)	2025
Anita Spieth (Select Board Appointee)	2025
Robert Stringer, III (Elected)	2026

## **APPOINTED BY THE SELECT BOARD**

### Town Administrator

Timothy Higgins

### Assistant Town Administrator

Daniel Pereira

### Accountant/Finance Director

Colleen Wilkins

### Treasurer/Collector

Krystal Elder

### Town Counsel

Joel Bard

### Superintendent of Public Works

Christian Bibbo

### Superintendent of Water Department

Darin Lafalam

### Chief of Police

Sean Kennedy

Kevin Kennedy (through 12/15/2023)

### Pierce House Event Manager

Jennifer Westlund

Victoria Otis (through 5/31/2023)

Constables

Robert Paul Millian

Joseph Topol

2024

2024

Animal Control Officer

Jennifer Boardman

Sealer of Weights & Measures

Joseph Mulvey

## Term Expires

### Building Inspector

Mark Robidoux

### Wiring Inspector

Robert Norton

### Assistant Wiring Inspector

Gus Silva

### Plumbing and Gas Inspector

Welter Rasmussen

### Assistant Plumbing and Gas Inspector

George Dixon

Russell Dixon

### Emergency Management

Brian Young

### Hazardous Waste Coordinator

Victoria Benalfew

### Veterans' Services Officer

Peter R. Harvell

2024

### Veterans' Programming Officer

Peter R. Harvell

continuing

### Tree Warden

Kenneth Bassett

2024

### Town Historian

John MacLean

### Registrars of Voters

Christopher Bursaw

2025

Margaret Flint

2026

Valerie Fox, Ex Officio (Town Clerk)

Laura Glynn

2024

### Conservation Commission

Becca Fasciano

2024

Ari Kurtz

2024

Amber Carr (through 5/22/2023)

2025

Mark Masterson

2025

Richard Selden (through 9/21/2023)

2026

Joseph Miller

2026

Susan Hall Mygatt

2025

Laura Regrut

2026

	<b>Term Expires</b>
Kathleen Shepard	2025
<u>Zoning Board of Appeals</u>	
Tobias Brambrink	2028
William Churchill	2026
David Elmes, Associate	2025
Eric Snyder	2024
David Stifter	2025
David Summer	2027
Reanna Wu, Associate	2024
<u>Council On Aging and Human Services</u>	
Laura Crosby	2024
Sarah Kindleberger	2025
Wendy Kusik	2024
Don Milan	2024
Jane O'Rourke	2024
Terry Perlmutter	2024
Kathryn Ramon	2024
Donna Rizzo	2024
Thomas Casey (through 12/31/2023)	2025
Mark Sandman	2025
Dilla Tingley	2024
Peter von Mertens	2025
Hope White	2025
<u>Lincoln Historical Commission</u>	
Douglas Adams	continuing
Gary Anderson	2024
Christopher Boit	continuing
Frank Clark, Alternate	continuing
Andrew Glass	2024
Judith Lawler, Alternate	2024
Andrew Ory	2025
Allen Vander Meulen, Alternate	2024
<u>Historic District Commission</u>	
Douglas Adams (Architect)	2026
Gary Anderson (Historical Society)	2024
Christopher Boit	2026
Frank Clark, Alternate	2026
Lynn DeLisi (Planning Board)	2024
Ephraim B. Flint (Planning Board)	2026
Robert Domnitz (through 5/8/2023)	2026
Andrew Glass (Real Estate Agent)	2024
Judith Lawler, Alternate	2024
Andrew Ory (Historic District Resident)	continuing

Allen Vander Meulen, Alternate

2024

**Term Expires**

Lincoln Cultural Council

Catherine Coleman	2024
Philana Gnatowski	continuing
Wendy Hubbard	2024
Christopher Loschen	2024
Deborah Page	2024
Margaret Ramsey	2025
Barbara O'Neil (through 2/3/2023)	2026
Richard L. Rundell	2026
Jennifer Saffron	2024

Pierce House Property Committee

Peter Braun	2026
Margaret Byrnes	2025
Anne Crosby	2026
Terry Green	2024
Barbara Peskin	2025
Giles Browne (through 6/25/2023)	2026
Collette Sizer	2026

Emergency Assistance Fund Committee

Abigail Butt, Ex Officio (Town Staff/COA Director)	
Jennifer Coon (Church/Grange/COA)	2026
Lorraine Fiore (Church/Grange/COA)	2025
Timothy Higgins (Town Staff)	
Wendy Kusik (Church/Grange/COA)	continuing
Mary Stechsulte (Church/Grange/COA)	2025
Garrett Yates (Church/Grange/COA)	2026

Green Energy Committee

Roy Harvey	2024
Ed Kern	2024
Sue Klem	2024
Edmund Lang	2024
Daniel Pereira (Assistant Town Administrator)	
Paul Shorb	2024
CJ Volpone	2024

Cable Advisory Committee

Michael Dolan	continuing
Rob Ford	continuing
Harold McAleer	continuing
David Trant	continuing

<u>Agricultural Commission</u>	
Nancy Bergen	2026
Louise Bergeron	2024
Linda Emmanuel, Non-voting	2026
	<b>Term Expires</b>
Sherry Haydock, Alternate	2025
Ari Kurtz (Conservation Commission)	2024
Corey Nimmer, Alternate	continuing
Ellen Raja	2024
Karen Seo, Alternate	2025
<u>Hanscom Field Advisory Commission (HFAC)</u>	
Christopher Eliot	2024
<u>Hanscom Area Towns Study Committee (HATS)</u>	
Peter Braun, Non-voting (At Large)	continuing
Christopher Eliot, Non-voting (At Large)	continuing
Jim Hutchinson (Select Board)	2024
Jonathan Dwyer (through 5/9/2023)	2024
Gerald Taylor, Non-voting (Planning Board)	2024
Ephraim B. Flint (through 5/9/2023)	2024
<u>MBTA Advisory Board</u>	
Andrew Glass	continuing
<u>Metropolitan Area Planning Council (MAPC)</u>	
Paula Vaughn	continuing
<u>Minuteman Adv. Group on Interlocal Coordination (MAGIC)</u>	
Jennifer Glass	2024
Paula Vaughn	2024
<u>Suasco Wild and Scenic River Stewardship Council</u>	
Amber Carr	continuing
James Meadors, Alternate	continuing
<u>Minuteman Senior Services</u>	
Wendy Kusik (Council on Aging)	continuing
<u>Affordable Housing Trust</u>	
George Georges	2025
Jennifer Glass (Select Board)	2025
James Craig (through 5/8/2023)	2025
Evan Gorman	2025
Fuat Koro	2025
Terri Morgan	2025
Betty-Jane Scheff	2025

## Term Expires

### Bicycle and Pedestrian Advisory Committee

Jonathan Dwyer (through 5/8/2023)	2024
Kim Bodnar (Select Board)	2024
Doug Carson	2024
John Mendelson	continuing
Megan Kate Nelson (through 4/30/2023)	2025
Chris Murphy	2025
Margaret Olson	2024
Virginia Reiner	2024
Robert Wolf	2024

### Community Center Building Committee

Sarah Chester (At Large)	2024
Timothy Christenfeld (At Large)	2024
Jonathan Dwyer (Select Board Member)	2024
Margit Griffith (Parks & Recreation Representative)	
Timothy Higgins, Ex Officio (Town Administrator)	
Ellen Meyer Shorb (Finance Committee)	
Alison Taunton- Rigby (At Large)	2024
Adam M. Hogue (through 1/6/2023)	2024
Susan H. Taylor (School Committee or Designee)	2024
Dilla Tingley (Council on Aging Representative)	2024
Krystal Wood (At Large)	2024

### Inclusion, Diversity, Equity, & Anti-Racism (IDEA)

Gray Birchby (Lincoln-Sudbury Regional Highschool Student)	2024
Abigail Butt	continuing
Jennifer Glass (Select Board Member)	2024
Timothy Higgins	continuing
Kenneth Hurd	2024
Russell Kramp	2024
Parry Graham	continuing
Margaret McLaughlin	2024
Robert Stringer, III	2024
Susan H. Taylor (Lincoln Public School Committee Nominee)	2024
Albert Turner	

### Property Tax Study Committee

Abigail Butt, Ex Officio (COA Director)	continuing
Brendan Coughlin (At Large)	continuing
Jennifer Glass (Select Board)	continuing
Regina Halsted (Finance Committee)	continuing
Timothy Higgins, Ex Officio (Town Administrator)	continuing
David Levington (At Large)	continuing
Sara Mattes (At Large)	continuing
Ellen Meadors (Board of Assessors)	continuing

Kenneth Mitchell (At Large)

continuing

**Term Expires**

Roadway and Traffic Committee

Kenneth Bassett (Tree Warden) 2024

Christian Bibbo (Superintendent of Public Works/Town

Jonathan Dwyer (through 5/8/2023) 2024

Kimberly Bodnar (Select Board) 2024

Jane Herlacher (Garden Club) 2024

Deborah Howe (At Large) continuing

Margaret Olson (Planning Board) 2024

Housing Choice Working Group

Jennifer Glass (Select Board)

Michelle Barnes (Rural Land Foundation)

Rachel Drew (Housing Commission)

Craig Nicholson (Planning Board)

Gary Taylor (Planning Board)

Andrew Glass (Historical Commission)

Darin LaFalam (Water Commission)

Terry Perlmutter (Council on Aging & Human Services)

William Churchill (Zoning Board of Appeals)

John MacLachlan (School Board)

Geoff McGean (LLCT/Rural Land Foundation)

Katheleen Shepard (Conservation)

Paula Vaughn-MacKenzie (Director of Planning & Land Use)

Tim Higgins (Town Administrator)

Abigail Butt (Director of Council on Aging & Human Services)

**APPOINTED BY THE TOWN CLERK**

Deputy Town Clerk

Cara Maroney

Assistant Town Clerk

Lisa Castro

Assistant Town Clerk for the Town Archives

Melissa Roderick

Barbara Myles (through 4/30/2023)

**APPOINTED BY THE BOARD OF HEALTH**

Burial Agent

Valerie Fox

## APPOINTED BY THE CEMETERY COMMISSION

Cemetery Agent  
Valerie Fox

## APPOINTED BY THE MODERATOR

Personnel Board

Rosamond Delori

continuing

Julia R. Dobrow

continuing

Finance Committee

**Term Expires**

Merrill Berkery

2026

Nancy Marshall (through 6/19/2023)

2026

Paul Blanchfield

2025

Fuat Koro

continuing

Nancy Marshall

2024

Regina Halsted (through 6/20/2023)

2024

Andrew Payne

2025

Richard Rosenbaum

continuing

Ellen Meyer Shorb

2024

## APPOINTED BY THE PLANNING BOARD

Battle Road Scenic Byway Committee

Paula Vaughn (through 5/8/2023)

2025

Jennifer Curtin (Planning Director)

2025

Andrew Glass (Planning Board)

2024

Craig Nicholson (Planning Board)

2024

Robert Domnitz (through 5/9/2023)

2024

## APPOINTED BY THE SELECT BOARD 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 (Select Board)

continuing

Regina Halsted (Finance Committee)

continuing

Sharon Hobbs (Lincoln School Principal)

continuing

Brandon Kelly (Facilities Manager)

continuing

Becky McFall (Superintendent of Public Schools)

continuing

Tara Lynn Mitchell (School Committee)

continuing

Craig Nicholson (Lincoln Resident)

continuing

Peter Sugar (Lincoln Resident)

continuing

## APPOINTED BY VARIOUS BOARDS AND COMMITTEES

### Community Preservation Committee

Craig Donaldson (Select Board Appointee)	2024
Evan Gorman (Housing Commission Appointee)	2024
Fuat Koro (Select Board Appointee) (FinCom)	2024
Margaret Olson (Planning Board Appointee)	2024
John Ottenberg (Select Board Appointee)	2025
Thornton Ring (Parks and Recreation Committee Appointee)	2024
Kathleen Shepard (Conservation Commission Appointee)	continuing
Allen Vander Meulen (Historical Commission Appointee)	2024
Eric Zimmerman (Select Board Appointee)	2025

### Capital Planning Committee

Jacquelin Apsler (Library Trustees Appointee)	2026
Chris Burns (Select Board Appointee)	2024
Debra Daugherty (Select Board Appointee)	2026
Adam M. Hogue (School Committee Appointee)	2024
Jim Hutchinson (Select Board Appointee) (Select Board)	2026
Jonathan Dwyer (through 1/17/2023)	2026
Audrey Kalmus (Select Board Appointee)	continuing
Norman Levey (Moderator Appointee)	continuing
Richard Selden (Conservation Commission Appointee)	2025

### Scholarship Fund Committee

Carol Carmody (School Committee Appointee)	2025
Carolyn Dwyer (Moderator Appointee)	continuing
Aldis Russell (Select Board Appointee)	2026

## **OFFICE OF THE TOWN CLERK**

Valerie Fox, Town Clerk  
Cara Maroney, Deputy Town Clerk  
Lisa Castro, Assistant Town Clerk

The Office of the Town Clerk consists of three full-time employees, and we are proud to call ourselves public servants. Our goal is to serve the residents of Lincoln with integrity, efficiency, and professionalism. Our responsibilities include managing the entire election cycle, registering, and issuing vital records, coordinating, and responding to Public Records Requests and managing Lincoln cemeteries. There is a host of other functions we perform from coordinating Conflict of Interest statutory obligations all the way down to dog licenses and more.

Cara Maroney has completed her first year as the Deputy Town Clerk and has become a vital addition to our team. Lisa Castro has stepped into Cara's prior role as the Assistant Town Clerk. Lisa is familiar with the workings of the Town as she has already worked in the Finance Department, and we are delighted to welcome her to the Office of the Town Clerk. Lisa is our primary customer service person. Nathalie Rice has been assisting with the Lincoln Cemeteries and working on mapping projects and general cemetery support. She is doing a thorough job surveying mapping boundaries and supporting the DPW. We are very grateful to Margaret Flint for her weekly commitment to registering voters and keeping our voter list up to date. We would also like to recognize Peggy Bozak for her support. Peggy's mastery of the office functions continues to be a tremendous benefit to us. We are also indebted to a number of volunteers who support the office: Gus Browne, Carolyn Krusinski, and the many other committed volunteers who are invaluable during elections and Town Meetings, and all year long.

We were delighted to offer Early Voting in Person for the first time ever during the Local Town Election in 2023. New election legislation introduced in June of 2022 expanded early voting services for voting in-person and by mail. This allowed towns to offer both for municipal elections for the first time. Our office prides itself on its commitment to providing excellent service and will strive to provide voting by mail and in person at every opportunity.

**Cemeteries:** The Town Clerk acts as the cemetery agent for the town. Our office tends to the day-to-day operations of the Lincoln cemeteries, supporting the elected Cemetery Commissioners. This includes the selling of lots, arranging for interments, interacting with bereaved families, dealing with monument companies, arranging for Veteran's markers, and managing landscaping issues.

We coordinate with the DPW, who do an outstanding job. For further information on the cemeteries, see the Cemetery Commission Report in this book.

**Archives:** The Town Clerk is Co-Director of the archives, with Melissa Roderick, Director of the library. The Archivist works in both the library and Town Office Building and is responsible for the custodianship of Town Records which date from the mid-1600s. We are deeply saddened to report that our Archivist, Virginia Quinn Rundell passed away on January 10, 2024. Virginia was a wonderful Archivist and co-worker and was dearly loved and respected. We are very grateful for the time we had with her, which was far too short.

**Vital Records:** The Town Clerk's Office bears responsibility for registering all the vital records for the town. The number of deaths recorded at Care Dimensions Hospice House has continued to impact the office. We work effectively with the hospice to minimize any inconvenience to families in their time of grief.

**Town Meeting:** We held the Annual Town Meeting on March 25, 2023, in the Donaldson Auditorium. A total of 301 voters showed up to express their opinions and support local democracy. See the minutes of the Annual Town Meeting elsewhere in this report.

Lincoln held a Special Town Meeting on December 2, 2023. A total of 877 voters attended and actively participated. See the minutes of the Special Town Meeting on December 2, 2023, elsewhere in this report.

**Elections:** Lincoln had one Local Town Election this year, which was held in the Reed Gym. Once again, Lincoln's finest volunteers managed the process seamlessly. The post office went above and beyond to deliver ballots every day without delay. I know many ballots were delivered to households on the same day that they were mailed from this office. Donelan's provided complimentary coffee and refreshments for our poll workers, and the day went very well.

**Records Access Officer:** The Town Clerk serves as the Chief Records Access Officer for Lincoln and as such, bears the responsibility of ensuring that timelines and statutory obligations are met when public request records are received for the Town Office, School, and Public Safety departments. The Town Clerk's Office received 48 of 85 requests through our online request portal. The majority of the requests pertain to election voter lists. Public Safety received 12 requests, and the building department received 9.

We continue to manage our responsibilities with pleasure and thank you to all who assist us. The Town Clerk's Office is fortunate to have a fantastic crew of Senior Tax Work-off residents as well as residents who have yet to achieve

“senior status.” We are grateful to have such a deep talent pool from which to draw upon, but we would gladly welcome additional volunteers.

We all look forward to serving you again this year.

Respectfully submitted,

Valerie Fox

## Vital Statistics

The Registry of Vital Records and Statistics, part of the Massachusetts Department of Public Health, is the state agency responsible for managing a comprehensive state-wide system of vital records; all vital records are locally created. Birth and death records are filed in both the town of occurrence and the town of residence, for convenience.

The number of deaths registered has increased since last year, from 453 in 2022 to 577 in 2023. Of these, 78 were Lincoln residents, of which 18 were veterans. Death records are initiated by funeral homes who input most of the data. This information is not always accurate, and significant time is spent on amendments and corrections to death records. The creation of vital records requires complete accuracy, as they are legal documents and will be used by generations to follow. Features of Lincoln's Vital Records include:

- There was a decrease in the number of births from 82 in 2022 to 64 in 2023. There were 35 female births and 29 male births. Most births were to Hanscom parents; 36 were HAFB births, and 28 were outside of the base. One baby was born at home.
- There were 29 marriage intentions filed in the Town Clerk's Office. Nineteen of these were either current residents or people who grew up in Lincoln. It is always lovely to see couples come back to file intentions.
- There were 577 deaths registered in Lincoln. Eighty-five were veterans, 10 served in World War II, 23 served in Korea, and 31 served in Vietnam. Two veterans served in the Gulf War and 15 in peacetime.

Online payment options continue to increase in popularity with residents. There were 3,405 death certificates issued this year, of which 2151 were requested through our online portal. There were 136 birth certificates of which 37 were requested online, there were 150 marriage certificates requested of which 28 were requested online. In total, 3,691 vital records were issued during 2023.

Another interesting fact is that we registered 658 dogs and two kennels. Thank you to all the devoted dog owners who license their dogs promptly. We would love to meet you and your dogs.

**TOWN OF LINCOLN, MASSACHUSETTS  
ANNUAL TOWN MEETING  
Saturday, March 25, 2023**

Pursuant to a Warrant duly served, the Meeting was called to order, in the Donaldson Auditorium by the Moderator, Ms. Sarah Cannon Holden, at 9:30 a.m. The Return of Service for the Warrant was read, and a quorum being present (301 voters throughout the day), the following business was transacted:

*Before introducing the Consent Calendar, the Moderator offers thanks to the many volunteers and staff who offer support on the day of and lead up to Town Meeting, 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 announced that Article 1 refers to the Annual Town Election and 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. The motion was carried unanimously.

**Note:** Motions under articles 3, 4, 5, 6, 11, 12, 14, 16, 17, 18, 19, 20, and 33 are to be found on the green Consent Calendar. Due to the nature of their relatively non-controversial or routine subject matter, Consent Calendar items are voted together in one motion to expedite the business of town meeting.

**ARTICLE 2     Proposed by the Select Board  
Voted:             Unanimously**

That Gina Halsted, Tara Mitchell, Michele Barnes, Harald Engstrom, Heather Ring, Victoria Benalfew, Ruth Ann Hendrickson, Margit Griffith, Florence Montgomery, Gus Brown, Bob Domnitz, Rakesh Karmacharya, and Melinda Webster Loof be elected Fence Viewers, and that Jonathan Dwyer be elected Measurer of Wood and Bark, for the ensuing year.

**ARTICLE 3     Proposed by the Select Board  
Voted:             Unanimously**

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 Select Board**

**Voted: Unanimously**

That the Town set the salaries of the elected officials of the Town at the following amounts for the fiscal year beginning July 1, 2023:

Select Board Chair	\$200
Select Board (Other members, each)	\$100
Town Clerk	\$112,741
Assessors (Chair)	\$200
Assessors (Other members, each)	\$175
Water Commissioners (Each)	\$75

**ARTICLE 5 Proposed by the Select Board**

**Voted: Unanimously**

That the Town raise and appropriate the sum of \$74,500 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 Select Board**

**Voted: Unanimously**

That the Town raise and appropriate the sum of \$5,500 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 vote to adopt as the FY24 budget appropriation the recommendations listed in the report of the Finance Committee, printed on pages 59-64 inclusive of the Financial Section and Warrant for the 2023 Annual Town Meeting, with the following exceptions:

Dept 1310	<b>Local School System</b> -Decrease by \$194,103 from \$13,355,422 to \$13,161,319 to reflect the final K-8 Lincoln School budget voted by the School Committee after printing of the Finance Committee's Financial Section & Warrant.
-----------	---

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-** \$21,000 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.
  
- Dept. 176-17754      **Debt Service- Principal & Interest-** \$947 to be transferred from various Premium on the Sale of Bonds accounts.
  
- Dept. 61451      **Water Department**
  - Personnel Services-** \$732,990 to be transferred from the Water Enterprise Fund
  - Expenses-** \$901,400 to be transferred from Water Enterprise Fund
  - Debt Service-** \$340,000 to be transferred from Water Enterprise Fund
  
- Dept. 614513      **Water Department- Emergency Reserve-** \$75,000 to be transferred from Water Enterprise Retained Earnings (Water Surplus).

**ARTICLE 8    Proposed by the Capital Planning Committee**

**Voted:            Unanimously**

That the Town vote to accept the report of the Capital Planning Committee and that the following amounts (Items A -S) be appropriated as stated in the table below for the following purposes, including, in each instance, all costs incidental and related thereto:

FY24 CAPITAL PROJECTS				
	ITEM	\$ AMT	SPONSOR	FUNDING SOURCE
A	To fund conceptual designs for certain cycling and pedestrian roadway improvements in support of the Bicycle and Pedestrian Advisory Committee's Master Plan.	\$36,000	Select Board	Raise and appropriate by taxation
B	To fund the purchase of a pickup truck with plow and liftgate, and any related equipment, for use by the Conservation Department, and to authorize the disposal of, by sale or otherwise, any related excess vehicles or equipment.	\$72,427	Select Board	Raise and appropriate by taxation
C	To fund the purchase of a power rake tractor attachment, and any related equipment, for use by the Conservation Department, and to authorize the disposal of, by sale or otherwise, any related excess equipment.	\$10,647	Select Board	Raise and appropriate by taxation
D	To fund the purchase of a pickup truck with utility body, and any related equipment, for use by the Department of Public Works, and to authorize the disposal of, by sale or otherwise, any related excess vehicles or equipment.	\$66,000	Select Board	Raise and appropriate by taxation
E	To fund the purchase of a hybrid sports utility vehicle, and any related equipment, for use by the Department of Public Works Superintendent, and to authorize the disposal of, by sale or otherwise, any related excess vehicles or equipment.	\$35,000	Select Board	Raise and appropriate by taxation
F	To fund the purchase of a new trash compactor, and any related equipment, for the Transfer Station, and to authorize the disposal of, by sale or otherwise, any related excess equipment.	\$47,000	Select Board	Raise and appropriate by taxation
G	To fund the purchase of a hook truck modular dump body, and any related equipment, for use by the Department of Public Works, and to authorize the disposal of, by sale or otherwise, any related excess equipment.	\$26,000	Select Board	Raise and appropriate by taxation
H	To fund the repair of the Ladder #1 "All-Steer" system, and any related equipment, for the Fire Department.	\$30,000	Select Board	Raise and appropriate by taxation
I	To fund the purchase and installation of a server upgrade, and any related equipment, by the Information Technology Department in support of Town Hall functions.	\$50,000	Select Board	Raise and appropriate by taxation

J	To fund the replacement of the damaged bluestone at the front entrance terrace of the Library with granite, and any related expenses.	\$47,300	Library Trustees	Raise and appropriate by taxation
K	To fund the purchase of a vertical lift, and any related equipment, at the Lincoln School, and to authorize the disposal of, by sale or otherwise, any related excess equipment.	\$30,000	Lincoln School Committee	Raise and appropriate by taxation
L	To fund the purchase of an energy efficient heat pump unit, and any related equipment, to replace a portable wall AC unit in the Business Office at the Lincoln School, and to authorize the disposal of, by sale or otherwise, any related excess equipment.	\$37,000	Lincoln School Committee	Raise and appropriate by taxation
M	To fund the purchase of additional two-way radios, and any related equipment, in support of the emergency communication plan at the Lincoln School.	\$51,644	Lincoln School Committee	Raise and appropriate by taxation
N	To fund Lincoln's share of a structural engineering study of an exterior concrete stairway at Lincoln-Sudbury Regional High School.	\$3,328	Lincoln - Sudbury Regional High School Committee	Raise and appropriate by taxation
O	To fund Lincoln's share of the replacement of the building security camera system, and any related equipment, at the Lincoln-Sudbury Regional High School, and to authorize the disposal of, by sale or otherwise, any related excess equipment.	\$29,684	Lincoln - Sudbury Regional High School Committee	Raise and appropriate by taxation
P	To fund Lincoln's share of the purchase of a 15-passenger van, and any related equipment, for the Lincoln-Sudbury Regional High School, and to authorize the disposal of, by sale or otherwise, any related excess vehicles or equipment.	\$2,412	Lincoln - Sudbury Regional High School Committee	Raise and appropriate by taxation
Q	To fund the purchase of a pool slide, and any related equipment, at the Codman Pool for the Parks and Recreation Department, and to authorize the disposal of, by sale or otherwise, any related excess equipment.	\$18,842	Select Board	Raise and appropriate by taxation
R	To fund the purchase and equipping of one replacement marked hybrid cruiser, and any related equipment,	\$59,092	Select Board	Raise and appropriate by taxation

	for the Police Department, and to authorize the disposal of, by sale or otherwise, any related excess vehicles or equipment.			
S	To fund the purchase of five electronic control devices (tasers) for the Police Department, and any related equipment, and to authorize the disposal of, by sale or otherwise, any related excess equipment.	\$9,000	Select Board	Raise and appropriate by taxation
	<b>Total Cash Capital Appropriations</b>	<b>\$661,376</b>		

**ARTICLE 9 Proposed by the Select Board**  
**Voted: Unanimously**

That the Town vote, in accordance with the provisions of MGL, c. 44, s. 53E ½ and Section 1. of Article XXVIII of the Lincoln General By-laws, to increase the annual expenditure limit for the Ambulance Revolving Fund to \$520,000.

**ARTICLE 10 Proposed by the Community Preservation Committee**  
**Voted: Majority**

That the Town vote to receive and act upon a report from the Community Preservation Committee and that the following amounts (items A-Q) be appropriated or reserved from Fiscal Year 2024 Community Preservation Fund Revenues, or transferred from prior year's revenues for Community Preservation purposes as specified:

FY24 COMMUNITY PRESERVATION PROJECTS			
Article	Project	Total Appropriation	Source of Appropriation
A	To fund, for historic preservation purposes, the FY24 debt service payment for the 2011 Town Offices renovation bond.	\$296,060	\$296,060 from FY24 CPA Projected Revenues
B	To fund, for affordable housing purposes, the replacement of heating systems in town owned affordable housing units.	\$137,800	\$137,800 from FY24 CPA Projected Revenues
C	To fund, for community housing purposes, year five of the Rental Assistance Program for residents at risk.	\$96,863	\$96,863 from CPA Housing Reserve

D	To fund, for affordable housing purposes, exterior repairs at 75 Tower Road.	\$70,700	\$70,700 from FY24 CPA Projected Revenues
E	To fund, for historic purposes, repairs to the Gund Chimney at the Lincoln Library.	\$35,640	\$35,640 from general CPA Fund Balance
F	To fund, for affordable housing purposes, site improvements including driveway repair and erosion issues at 75 Tower Road.	\$32,000	\$32,000 from CPA Housing Reserve
G	To fund, for community housing purposes, regional housing support services.	\$30,700	\$30,700 from CPA Housing Reserve
H	To fund, for historic preservation purposes, the conservation of historical documents donated by the Flint Family.	\$28,274	\$28,274 from FY24 CPA Projected Revenues
I	To fund, for open space purposes, improved trailhead, and wayfinding signage on Town conservation trails.	\$7,266	\$7,266 from FY24 CPA Projected Revenues
J	To fund, for historic preservation purposes, Massachusetts Historical Commission Surveys for historically and architecturally significant buildings	\$5,000	\$5,000 from CPA Historic Reserve
K	To fund, for affordable housing purposes, radon remediation at 65 & 75 Tower Road.	\$5,000	\$5,000 from CPA Housing Reserve
L	To fund FY24 debt service payments due on permanent borrowing for previously voted CPA projects.	\$107,550	\$107,550 from FY24 CPA Projected Revenues
M	To fund CPC administrative expenses.	\$3,500	\$3,500 from FY24 CPA Projected Revenues.
	<b>Project Appropriation Subtotal</b>	<b>\$856,353</b>	
	<b>Reserves:</b>		
N	Housing Reserve	\$0	From additional FY23 State Revenue and FY24 CPA Projected Revenues
O	Open Space/Land Acquisition Reserve	\$2,056	From additional FY23 State Revenue and FY24 CPA Projected Revenues
P	Historic Preservation Reserve	\$0	From additional FY23 State Revenue and FY24 CPA Projected Revenues

Q	Recreation Reserve	\$0	From additional FY23 State Revenue and FY24 CPA Projected Revenues
	<b>Reserves Subtotal</b>	<b>\$2,056</b>	
	Additional Appropriation:		
	<b>Grand Total of all CPA funded Appropriations</b>	<b>\$858,409</b>	

## Article 10 Explanations

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. And the Town Meeting has approved the Committee's recommendation to fund the project's annual debt service from CPA funds every year since. This year's debt service payment is \$296,660. The Committee is again recommending that the project's annual debt service be funded via CPA funds.
- B. **Affordable Housing Units Replacement of Heating Units-** Fossil fuel heating systems at all seven town-owned affordable housing units will be replaced with mini-split heat pumps/air handlers. Significant heating cost savings are anticipated for tenants, and lower overall electrical costs as a result of more efficient air conditioning, as most tenants currently use one or more window air conditioners for summer cooling.
- C. **Housing Rental Assistance Program-** At the March 2019 Annual Town Meeting, voters approved the first year of funding for this program. Program participation is limited to low-income Lincoln residents who are homeless or at risk of homelessness. Assistance is provided in the form of contributions to rent, or temporary emergency shelter while permanent housing is being arranged.
- D. **75 Tower Road Exterior Repairs-** Exterior repairs are needed at this property, including the replacement of windows and doors, roof shingles, rotted trim and fascia boards, rotted cedar shingles and front porch rot, and settling, and the replacement of gutters, downspouts, and downspout extensions to direct water away from the foundation of the house.
- E. **Lincoln Library Gund Chimney Repair-**A leak in the Gund Chimney has caused damage in the Children's Room ceiling. A water study was

performed to determine the location of the leak, and repairs to cover the cast stone cap are needed to prevent water from flowing into the building.

- F. **75 Tower Road Driveway & Erosion Repairs-**Repairs include the removal a problematic driveway curb and converting the “loop” driveway into two single driveways that will allow separate parking for each apartment, fixing drainage and erosion problems, restoring the lawn, and adding large stones to form a border along the driveway and roadside to discourage parking on the lawn.
- G. **Housing Regional Support Services-** At the recommendation of the Town’s three housing organizations (i.e., Housing Commission, Housing Trust, and Lincoln Foundation), the Select Board contracts with a regional housing support organization (the Regional Housing Services Organization - RHSO) for technical support and to help ensure regulatory compliance. The job of monitoring, reporting, and ensuring compliance with various federal and state housing requirements has become quite complex and is beyond the capabilities and capacities of our local housing organizations and staff. The RHSO provides support to Lincoln and eight of our neighboring towns.
- H. **Town Archives-Preservation of Flint Family Historical Documents-**Mr. Ephraim Flint donated over 70 family documents created between 1649 and 1851, including deeds, wills, land surveys and receipts. They are among the oldest documents in the Town’s possession and are invaluable primary sources documenting early transactions in Lincoln’s history. The condition of this collection has been evaluated by the Northeast Document Conservation Center. This funding represents The Lincoln Town Archives request to complete the preservation of 38 items from this collection, selected based on a combination of conservation treatment urgency and historical significance to Town records.
- I. **Conservation Trailhead & Wayfinding Signage-** In July 2022, the Conservation Commission adopted revised Trail Use Regulations and an implementation plan that included providing welcoming and clear messaging regarding expectations for trail users. The visions for trailhead signage are based upon (1) providing positive first and last impressions for all trailhead visitors; (2) establishing a positive visitor experience; (3) providing information about the entities that care for and manage the land, and (4) providing consistency among Lincoln’s trailhead messaging. In addition to trailhead signage, the Conservation Commission is working on creating wayfinding signage at prominent trail intersections based on public comments received during the Trail Forum, as well as recommendations for improved trail intersection signage from Public Safety to help trail visitors when they get turned around or lost.

- J. Massachusetts Historical Commission Surveys for Historically & Architecturally Significant Buildings-**The Historical Commission has embarked on a project to complete Massachusetts Historical Commission (MHC) survey forms on all historically or architecturally significant buildings in Lincoln. These surveys record the history of a building, including the important architectural elements, the background of the architect if possible, and the history of the owners of the building, who often have been important figures of the town. These surveys allow the Town to make informed decisions when a property owner proposes changes to the building either in the historic districts or under the demolition delay bylaw. The Town has surveyed hundreds of buildings already, through the support from the CPC. This request will allow the Historical Commission to work towards the completion of its inventory. The MHC has asked the Town to complete an inventory for one house in the Historic District that has not yet been inventoried. The Historical Commission has identified 5+ other houses that should be inventoried as well.
- K. Affordable Housing -65 & 75 Tower Road Radon Remediation-**Town-owned properties at 65 Tower Rd., and 75+75A Tower Rd. were recently identified as requiring radon remediation.
- L. FY24 Debt Service Payments-** Debt payment costs associated with the seventh 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.
- M. 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 FY24 will be returned to the CPA fund.
- N. Housing Reserve-** The CPA requires that a minimum of 10% of annual revenues be spent or set aside for affordable housing.
- O. 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.
- P. Historic Preservation Reserve-** The CPA requires that a minimum of 10% of annual revenues be spent or set aside for historic preservation.
- Q. 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.

**ARTICLE 11 Proposed by the Select Board**  
**Voted: Unanimously**

That the Town raise and appropriate the sum of \$76,730 by taxation to be used for the repair and maintenance of certain Town buildings, including all costs incidental and related thereto.

**ARTICLE 12 Proposed by the Library Trustees**  
**Voted: Unanimously**

That the Town raise and appropriate the sum of \$61,975 by taxation to be used for the repair and maintenance of the Lincoln Library, including all costs incidental and related thereto.

**ARTICLE 13 Proposed by the Select Board**  
**Voted: Unanimously**

That the Town vote to act on a recommendation from the Select Board and Finance Committee and present the annual Bright Light Award to Ruth Ann Hendrickson for 12 years of dedicated service to the Water Commission, and to appropriate and transfer from Free Cash the sum of \$500.00 to support this award.

**ARTICLE 14 Proposed by the Finance Committee**  
**Voted: Majority**

That the Town appropriate and transfer from Free Cash the sum of \$1,638,696 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 8 for the Lincoln-Sudbury Regional High School that exceeds the final Lincoln assessment for FY 2024 that is voted, no later than July 31st, by the Lincoln-Sudbury Regional High School Committee for FY 2024 in accordance with law.

**ARTICLE 15 Proposed by the School Committee**  
**Voted: Unanimously**

That the Town vote to amend the vote taken under Article 11 of the March 2022 Annual Town Meeting warrant which stated: *“That the Town vote to appropriate from Free Cash \$350,000 to remove the modular classrooms at the Lincoln School, located at Ballfield Road, and restore the ballfield surface, including demolition, breakdown, site preparation, design and engineering, including all other costs incidental thereto.”* by expanding the scope of the original vote to allow the funds appropriated thereunder to be used to complete the school building project authorized under Article 1 of the December 1, 2018 Special Town Meeting.

**ARTICLE 16      Proposed by the Finance Committee**  
**Voted:            Unanimously**

That the Town raise and appropriate the sum of \$650,000 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 74 and 75 of the Governmental Accounting Standards Board.

**ARTICLE 17      Proposed by the Finance Committee**  
**Voted:            Unanimously**

That the Town raise and appropriate the sum of \$51,348 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 74 and 75 of the Governmental Accounting Standards Board.

**ARTICLE 18      Proposed by the Select Board**  
**Voted:            Unanimously**

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 Select Board to enter into a contract with the Massachusetts Department of Transportation Highway Division and to authorize the Treasurer, with the approval of the Select Board, to borrow in anticipation of 100% reimbursement of said amounts.

**ARTICLE 19 Proposed by the School Committee**  
**Voted: Unanimously**

That the Town appropriate and transfer from Free Cash the sum of \$82,800, said sum being equal to the state reimbursement amounts for Special Education Medicaid expenses, to supplement the FY24 Lincoln School operating budget.

**ARTICLE 20 Proposed by the Select Board**  
**Voted: Unanimously**

That the Town appropriate \$51,000 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 21 Proposed by the Finance Committee**  
**Voted: Unanimously**

That the Town vote to transfer from free cash or any other source of funds the sum of \$4,338,004 to reduce the total amount to be raised by taxation pursuant to the votes previously taken under Article 7 of the Warrant, or any other article of the Warrant authorizing the appropriation of funds.

**ARTICLE 22 Proposed by the Water Commission**  
**Voted: Unanimously**

That the Town vote to appropriate the following amounts (items A – D) as stated in the table below for the following purposes, including, in each instance, all costs incidental and related thereto:

	<b>Category</b>	<b>Description</b>	<b>Amount</b>	<b>Funding Source</b>
A	Aging infrastructure	SCADA Upgrade to the Industrial Control System – hardware, software, and programming	\$145,411	Bonding
B	Aging infrastructure	Phase 1 Engineering and Design Report and tests for the Bedford/Lincoln Rd. water main replacement	\$65,000	Bonding

C	Required by EPA and DEP	Lead Service Line Inventory	\$43,000	Water Retained Earnings
D	Routine vehicle replacement	Vehicle lease buyout for the Toyota Tacoma	\$25,000	Water Retained Earnings
		<b>Total Water Capital Projects</b>	<b>\$278,411</b>	

and that to meet this appropriation, i) \$68,000 is authorized to be transferred from Water Retained Earnings, and ii) the Treasurer, with the approval of the Select Board, is authorized to borrow \$210,411 under the provisions of G.L. c44 or any other enabling authority and to issue bonds or notes of the Town therefor; that such bonds or notes shall be general obligations of the Town unless the Treasurer with the approval of the Select Board determines that they should be issued as limited obligations and may be secured by local system revenues as defined in Section 1 of Chapter 29C, as amended, while any bonds or notes issued under the authority of this vote shall be a general obligation of the Town payable from any source of revenue, it is the intent of the Town, however, that the entire principal of and interest on such bonds or notes shall be paid, in the first instance, from water rates and/or surplus; that the Treasurer with the approval of the Select Board is authorized to borrow all or a portion of such amount from the Massachusetts Clean Water Trust established pursuant to Chapter 29C, as amended and in connection therewith to enter into a financing agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; that the Select Board, Board of Water Commissioners or other appropriate local body or officials is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project and to take any other action necessary or convenient to carry out the projects; and that any premium received upon the sale of any bonds or notes approved by this vote, and any prior vote authorizing debt, less any such 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 M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

**ARTICLE 23 Proposed by the Water Commission**

**Voted: Passed Over**

To pass over this Article.

**ARTICLE 24 Proposed by Historic District Commission**  
**Voted: Unanimously**

That the Town vote to in accordance with G.L. c.40C, s.3, to enlarge the Historic District by adding parcel # 134-10-0 - 58 Bedford Road, to the Historic District created under Section 1.1 of Article XXV (Historic District) of the Town of Lincoln General By-Laws, the location and boundary of which proposed addition are shown on plans on file with the Lincoln Town Clerk and the Massachusetts Historical Commission and to be recorded with the Middlesex South Registry of Deeds.

**ARTICLE 25 Proposed by the Planning Board**  
**Voted: Passed Over**

To pass over this Article.

**ARTICLE 26 Proposed by the Planning Board**  
**Voted: 2/3 Majority**

That the Town amend the Zoning By-Law, Section 14.3 as follows, with proposed deletions to the bylaw language shown in strikethrough text and additions shown in ***bolded italic*** text.

14.3 Accessory Apartments in an R-1 District.

14.3.1 Definitions

- (a) Accessory Apartment: a distinct portion of a single-family dwelling, or a unit in an accessory structure on a single-family lot, having its own kitchen, sleeping, and bathroom facilities, and subordinate in size to the principal part of the dwelling or structure.
- (b) Affordable Accessory Apartment: An Accessory Apartment that is affordable to low- and moderate-income households, as defined by the Massachusetts Department of Housing and Community Development (“DHCD”), and that meets DHCD requirements for accessory apartments under the Local Initiative Program (“LIP”) and for inclusion in the Town’s Subsidized Housing Inventory.

- (c) Multiple Accessory Apartments: More than one accessory apartment per lot.

14.3.2 Requirements for an Accessory Apartment

***For the purpose of providing additional housing options to rent that will not substantially alter the appearance and character of the Town and/or the purpose of enabling owners of single-family dwellings to share space and the burdens of homeownership, accessory apartments will be permitted according to this section.***

***A building permit shall be granted for one accessory dwelling unit within a single-family dwelling provided that the unit meets the requirements of this section.***

The Board of Appeals may grant a Special Permit for an Accessory Apartment ***in a detached structure provided that the unit meets the requirements of this section.***

***In either case***, the existing number of accessory apartments (not including any Affordable Accessory Apartments as defined in Section 14.3.4 below) ***shall*** not exceed 5% of the number of residential units as stated in the most recent Federal Census. ~~and the unit meets the following requirements:~~

***In all cases, if the addition of an accessory apartment triggers the Calculated Gross Floor Area threshold for site plan review pursuant to Sections 4.6 or 6.0.2, then a recorded copy of such approval must be submitted to the Building Department as part of the building permit application.***

- (a) Floor Area: the Accessory Apartment shall not exceed 1200 square feet, and (for a unit included in a single-family dwelling) shall not exceed 35% of the floor area of the principal dwelling unit and Accessory Apartment combined.
- (b) Lot Size: the lot on which the Accessory Apartment and principal dwelling unit are located shall contain at least 40,000 square feet.
- (c) Occupancy: either the Accessory Apartment or the principal residence is occupied by the owner of the lot on which the Accessory Apartment is to be located, except for bona fide temporary absences. If the lot on which the Accessory Apartment is to be located is owned by the Town of Lincoln, the owner-occupancy requirement of this paragraph shall not be applicable as long as the lot and the structures thereon continue to

be owned by the Town of Lincoln.

- (d) **Legal Ownership:** *The accessory apartment unit shall not be legally separated or conveyed apart from the single-family dwelling.*
- (e) **Plans:** *Dimensional floor plans of the accessory apartment shall be filed with the building permit or special permit application. In addition, a site plan, at measurable scale, shall be submitted with the application to the Building Inspector or the Board of Appeals showing the location of the accessory apartment, the setbacks, the height, and the location of the parking space on the property.*
- (f) **Setbacks and Height:**  
*An accessory apartment within the primary structure shall meet the setbacks and height requirements of the Zoning Bylaw for a primary structure.*  
  
*An accessory apartment within a detached structure shall meet the setbacks and height requirements of the Zoning Bylaw for accessory structures.*
- (g) ~~(d)~~ **Sewage:** Adequate provision shall be made for the disposal of sewage, waste and drainage generated by the occupancy of such Accessory Apartment in accordance with the requirements of the Board of Health, as certified by a written report from the Board of Health-submitted to the Board of Appeals before or at the public hearing.
- (h) ~~(e)~~ **Access and Parking:** adequate provision has been made for ingress and egress to the Accessory Apartment from the outside of the structure., and for off street parking of motor vehicles in such a fashion as is consistent with the character of a single-family residence. ***One parking space shall be provided for the accessory apartment on the lot.***
- (i) ~~(f)~~ **Number of Units:** There shall be no other apartment on the lot on which the apartment is to be located except as provided under Section 14.3.5, "Multiple Accessory Apartments."
- (j) ~~(g)~~ **Appearance:** The principal structure, after the creation of the Accessory Apartment, shall retain the appearance of a single-family structure. ~~In general, any new external entrances shall be located on the~~

~~side or rear of the building.~~

~~Effect on Adjacent Properties and the Neighborhood: the Board of Appeals shall find that the construction and/or occupancy of the Accessory Apartment will not be detrimental to the neighborhood in which the lot is located or injurious to persons or property.~~

- (k) (i) ***Minimal Rental Period:*** Where the accessory apartment or the principal dwelling is occupied as a rental unit, the minimum occupancy or rental term shall be seven days.

#### 14.3.3 Procedures **for Accessory Apartments in Accessory Structures**

- (a) ~~The applicant shall consult with the Planning Board prior to the hearing and the Planning Board shall submit, in writing, prior to the hearing, its recommendation and report to the Board of Appeals. The report of the Planning Board shall include as a minimum:~~
- ~~(i) a determination of the area of the lot on which the apartment is located;~~
  - ~~(ii) a general description of the neighborhood in which the lot lies and the effect of the proposed apartment on the neighborhood;~~
  - ~~(iii) the Planning Board's recommendations as to the advisability of granting the Special Permit and as to any restrictions which should be imposed as a condition of such permit.~~
- (b) ~~The applicant shall obtain and submit to the Board of Appeals a written report of the Board of Health, certifying that the conditions of Section 14.3.2(e) have been met.~~
- (a) ~~(c)~~ **The Board of Appeals shall hold a public hearing on the application, in accordance with the procedures specified in MGL Chapter 40A, **Section 9.****
- ~~(d) The Board of Appeals shall give due consideration to the report of the Planning Board and, where its decision differs from the recommendation of the Planning Board, shall state the reasons therefor in writing.~~
- (b) The Board of Appeals shall approve the special permit if it finds that the construction and/or occupancy of the Accessory***

***Apartment will not be substantially detrimental to the neighborhood in which the lot is located and without derogating from the intent and purpose of the Bylaw.***

**ARTICLE 27 Proposed by the Planning Board**  
**Voted: Passed Over**

To pass over this Article.

**ARTICLE 28 Proposed by the Planning Board**  
**Voted: Unanimously**

That the Town vote to amend the Zoning By-Law, Section 12.6.2 to revise the outdated parcel numbers and addresses, and by adding a new Section 12.6.5.2 regarding Eligible Facilities Requests as follows, with proposed deletions to the bylaw language shown in strikethrough text and additions shown in ***bolded italic*** text.

12.6 WCF - WIRELESS COMMUNICATIONS FACILITIES OVERLAY DISTRICT

12.6.1 PURPOSE. The purpose of this section is to establish areas in which Wireless Communications Facilities may be provided while protecting Lincoln’s unique community character. The WCF - Wireless Communications Facilities Overlay District (“WCF District”) has been created:

- (a) to provide for safe and appropriate siting of Wireless Communications Facilities consistent with the Telecommunications Act of 1996, and,
- (b) to minimize visual and other impacts of such facilities.

12.6.2 LOCATION. The WCF District shall consist of the following parcels:

Assessors’ Map	Parcel No.	Location/Street Address
Approximate Acreage		
<del>44-16</del>	<del>111-12-0</del>	<del>-17 Cambridge Turnpike</del> <b><i>Harvest Circle</i></b>
30.47		
<del>49-4</del>	<del>115-10-0</del>	Mill Street 37.15
<del>48-7</del>	<del>132-25-0</del>	295 Cambridge Turnpike 83.75
<del>96-2</del>	<del>161-11-0</del>	169 Lincoln Road 1.95
<del>403-6</del>	<del>171-25-0</del>	30 Lewis Street 3.28
<del>44-2</del>	<del>135-2-0</del>	51 Sandy Pond Road 20.46
<del>29-25</del>	<del>127-13-0</del>	<del>0 Bedford Road</del> / <b><i>131 Camb Tpk</i></b> 1.46
<del>24-4</del>	<del>111-9-0</del>	<del>37 Cambridge Tpk</del> / <b><i>19 Mary’s Way</i></b> 10.21
<del>44-12-0 and 14-1204</del>	<del>111-10-0, 111-11-0</del>	<del>23 Cambridge Turnpike</del>
<b><i>Tpk/0, 1 Mary’s Way</i></b>	<b><i>6</i></b>	
<del>53-14-0</del>	<del>144-4-0</del>	<b><i>15 Bedford Road</i></b> 1.0

**12.6.5.2 ADMINISTRATIVE APPROVAL.** *An Eligible Facilities Request, as defined in 47 CFR 1.6100 and 47 U.S.C. s. 1455(a), shall not require a special permit and may be approved by an Administrative Approval from the Planning Board. An Eligible Facilities Request can be any request for modification of an existing tower or base station that does not substantially change the physical dimensions of such tower or base station, all as further delineated in 47 CFR 1.6100. Eligible Facilities Requests shall be accompanied by documentation demonstrating eligibility under federal law and regulations, including such information, exhibits and calculations necessary to support the claim. The Planning Board may adopt regulations regarding application materials and review process. The decision on an application for Administrative Approval of an Eligible Facilities Request shall be made within 60 days of submittal of a complete application.*

**ARTICLE 29 Proposed by the Select Board/Green Energy Committee  
Voted: Majority**

That the Town vote to enact Article XI, Chapter 17.1 of the Town of Lincoln General Bylaws, entitled “Specialized Energy Code” for the purpose of regulating the design and construction of buildings for the effective use of energy and reduction of greenhouse gas emissions, pursuant to the entirety of 225 CMR 22 and 23 including Appendices RC and CC, including future editions, amendments, or modifications thereto.

**Article XI, Section 17.1  
SPECIALIZED ENERGY CODE  
17.1.1 Definitions**

**International Energy Conservation Code (IECC)** – The International Energy Conservation Code (IECC) is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency and is updated on a three-year cycle. The baseline energy conservation requirements of the MA State Building Code are the IECC with Massachusetts amendments, as approved by the Board of Building Regulations and Standards and published in state regulations as part of 780 CMR.

**Specialized Energy Code** – Codified by the entirety of 225 CMR 22 and 23 including Appendices RC and CC, the Specialized Energy Code adds

residential and commercial appendices to the Massachusetts Stretch Energy Code, based on amendments to the respective net-zero appendices of the International Energy Conservation Code (IECC) to incorporate the energy efficiency of the Stretch energy code and further reduce the climate impacts of buildings built to this code, with the goal of achieving net-zero greenhouse gas emissions from the buildings sector no later than 2050.

**Stretch Energy Code** - Codified by the combination of 225 CMR 22 and 23, not including Appendices RC and CC, the Stretch Energy Code is a comprehensive set of amendments to the International Energy Conservation Code (IECC) seeking to achieve all lifecycle cost-effective energy efficiency in accordance with the Green Communities Act of 2008, as well as to reduce the climate impacts of buildings built to this code.

#### **17.1.2 Purpose**

The purpose of 225 CMR 22 and 23 including Appendices RC and CC, also referred to as the Specialized Energy Code, is to provide a more energy efficient and low greenhouse gas emissions alternative to the Stretch Energy Code or the baseline Massachusetts Energy Code, applicable to the relevant sections of the building code for both new construction and existing buildings.

#### **17.1.3 Applicability**

This energy code applies to residential and commercial buildings.

#### **17.1.4 Specialized Energy Code**

The Specialized Code, as codified by the entirety of 225 CMR 22 and 23 including Appendices RC and CC, including any future editions, amendments, or modifications, is herein incorporated by reference into the Town of Lincoln General Bylaws, Article XI, Section 17.1

#### **17.1.5 Effective Date**

This bylaw shall take effect on January 1, 2024.

The Specialized Energy Code is enforceable by the Town of Lincoln Building Inspector.

### **ARTICLE 30 Proposed by the Select Board / Green Energy Committee Voted: Majority**

That the Town vote to enact Article XI, Section 17.2 of the Town of Lincoln General Bylaws, entitled "Fossil Fuel-Free Demonstration" for the purpose of restricting and prohibiting new building construction and major renovation

projects that are not fossil fuel-free, pursuant to the entirety of 225 CMR 24., with the Town of Lincoln as a Participating Community pursuant to 225 CMR 24.

## **17.2 Participation in Department of Energy Resources Fossil Fuel-Free Demonstration**

### **17.2.1 Definitions**

**Fossil Fuel-Free Demonstration** – Codified by the entirety of 225 CMR 24.00, the Fossil Fuel- Free Demonstration

**Specialized Energy Code** – Codified by the entirety of 225 CMR 22 and 23 including Appendices RC and CC, the Specialized Energy Code adds residential and commercial appendices to the Massachusetts Stretch Energy Code, based on amendments to the respective net-zero appendices of the International Energy Conservation Code (IECC) to incorporate the energy efficiency of the Stretch energy code and further reduce the climate impacts of buildings built to this code, with the goal of achieving net-zero greenhouse gas emissions from the buildings sector no later than 2050.

### **17.2.2 Purpose**

The purpose of 225 CMR 24, also referred to as the Fossil Fuel-Free Demonstration, is to restrict and prohibit new building construction and major renovation projects that are not fossil fuel-free.

### **17.2.3 Applicability**

This restriction applies to residential and commercial buildings that qualify as new construction or major renovation, as defined in \_\_\_CMR \_\_\_\_. This restriction shall not apply to research laboratories for scientific or medical research, hospitals and medical offices regulated by the department of public health as a health care facility as defined in \_\_\_ CMR \_\_\_.

### **17.2.4 Fossil Fuel-Free Demonstration**

The Fossil Fuel-Free Demonstration, as codified by the entirety of 225 CMR 24, is herein incorporated by reference into the Town of Lincoln General Bylaws, Article XI, Section 17 with an effective date of six months following the approval by the Department of Energy Resources of Lincoln as a Participating Community pursuant to 225 CMR 24.

### **17.2.5 Amendments to the Specialized Energy Code**

With adoption of the Fossil Fuel-Free Demonstration, and upon approval by DOER, the following amendments to the Specialized Energy Code are

adopted. These changes are enforceable by the Building Inspector and will go into effect for any project seeking a permit after the effective date.

- a. Low-rise Residential Code (225 CMR 22 Appendix RC)
  - 1. Sections RC102 and RC101 “Zero Energy Pathway” and “Mixed Fuel Pathway” shall not be permitted for use for new construction or major renovations.
  
- b. Commercial and All Other (225 CMR 23 Appendix CC)
  - i. Sections CC103 and CC105 “Zero Energy Pathway” and “Mixed-Fuel Pathway” shall not be permitted for new construction or major renovations, with the following exceptions:
    - 1. Research laboratories for scientific or medical research,
    - 2. Hospitals regulated by the department of public health as a health care facility,
    - 3. Medical offices regulated by the department of public health as a health care facility,
    - 4. Buildings heated with Clean Biomass Heating Systems as defined in 225 CMR 23 as the only combustion equipment,
    - 5. Multi-family buildings over 12,000 square feet with permit application filed prior to January 1, 2027, may utilize gas or propane for domestic water heating as the only combustion equipment.

### **17.2.6 Effective Date**

This bylaw shall take effect six months after approval by the Massachusetts Department of Energy Resources.

## **ARTICLE 31 Proposed by the Housing Commission**

**Voted: Majority**

That the Town vote to authorize the Select Board to petition the General Court to enact special legislation increasing the size of the Housing Commission to not more than seven members, with all members to be appointed by the Select Board for alternating three-year terms, and further defining the Commission’s membership; provided, however, that the General Court may make changes of form only to such bill without approval of the Select Board, and to authorize

the Select Board to approve such revisions as are consistent with the public purposes of the petition, as follows:

**AN ACT AMENDING THE MEMBERSHIP OF THE HOUSING COMMISSION IN THE TOWN OF LINCOLN**

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:*

SECTION 1. Chapter 359 of the acts of 1979, authorizing establishment of a housing commission in the town of Lincoln, is hereby amended by striking section 2 in its entirety and inserting in place thereof the following section:

SECTION 2. There shall be a commission, to be known as the Lincoln housing commission, to carry out the purposes of this act. Membership on the commission shall be restricted to residents of Lincoln. With respect to the organization of the commission and the selection of its members, the following provisions shall apply:

(1) The Select Board shall appoint 7 members of the commission for staggered terms of 3 years; provided, however, that the town may, by bylaw, (a) decrease the membership to 5, whether through attrition or by terminating the terms of the 2 members with the shortest time left in their then-current appointment, or b) increase the membership back to 7. The Select Board shall also adjust the terms of any new appointees so that the terms of no more than 3 members expire in any given year.

(2) The Select Board shall endeavor to have two of the appointed positions include a) a resident selected to represent the Council on Aging and Human Services (COA & HS), and b) a resident currently living in low-income housing, or low or moderate income senior housing, or moderate income housing, as such terms are defined by section 2 of chapter 44B of the general laws.

SECTION 2. An incumbent member of the commission holding office as of the effective date of this act shall continue to serve for the remainder of their unexpired term or sooner resignation; thereafter, appointments to the commission shall be made pursuant to chapter 359 of the acts of 1979 as revised.

SECTION 3. Chapter 127 of the acts of 1990 is hereby repealed.

SECTION 4. This act shall take effect upon its passage.

**ARTICLE 32 Proposed by the Select Board**

**Voted: Passed Over**

To pass over this Article.

**ARTICLE 33 Proposed by the Select Board**

**Voted: Unanimously**

That the Town vote to transfer the care, custody and control of a portion or portions of the property located at parcel # No. 171-25-0 (30 Lewis Street) from the Select Board for Department of Public Works purposes to the Select Board for general municipal purposes and also for the purposes of leasing for telecommunication purposes, and, further, to authorize the Select Board to lease said property or portions thereof for telecommunications purposes for terms of up to 30 years and on such other terms and conditions as it shall deem appropriate, and to grant such access, utility and/or related easements as may be necessary and/or appropriate to serve the telecommunications facilities located thereon.

The Moderator thanked the attendees for their participation and a motion to dissolve the Meeting passed successfully at 2:56pm.  
Respectfully submitted,

Valerie Fox  
Town Clerk

**Annual Town Election  
March 27, 2023**

In accordance with Article 1 of the Warrant for the Annual Town Meeting, the polls were declared open at 7:30 a.m. by Town Clerk, Valerie Fox. The polls were declared closed at 8:00 p.m. and the results were as follows:

<b>ANNUAL TOWN ELECTION</b>			
<b>27-Mar-23</b>			
<b>OFFICIAL RESULTS</b>			
	Total		
Total Registered Voters	4,945		
Voter Turnout	1,205		
Percent Turnout	24%		
<b>Offices &amp; Candidates</b>	Prec. 1	Prec. 2	Total
<b>SELECT BOARD</b>			
KIMBERLY A. BODNAR	612	342	954
WRITE INS	1	4	5
BLANK	154	92	246
<b>TOTAL</b>	767	438	1205
<b>BOARD OF ASSESSORS</b>			
ELLEN B. MEADORS	604	329	933
WRITE INS	1	1	2
BLANK	162	108	270
<b>TOTAL</b>	767	438	1205
<b>BOARD OF HEALTH</b>			
FREDERICK LAWTON MANSFIELD	595	323	918
WRITE INS	1	2	3
BLANK	171	113	284
<b>TOTAL</b>	767	438	1205
<b>CEMETERY COMMISSIONER</b>			
MANLEY B. BOYCE III	612	328	940
WRITE INS	3	1	4
BLANK	152	109	261

<b>TOTAL</b>	767	438	1205		
<b>COMMISSIONER OF TRUST FUNDS</b>					
DEREK PAUL FITZGERALD	582	311	893		
WRITE INS	1	0	1		
BLANK	184	127	311		
<b>TOTAL</b>	767	438	1205		
<b>HOUSING COMMISSION (3 YEAR TERM)</b>					
NEIL MICHAEL FEINBERG	536	310	846		
WRITE INS	1	2	3		
BLANK	230	126	356		
<b>TOTAL</b>	767	438	1205		
<b>HOUSING COMMISSION (2 YEAR TERM)</b>					
JULIE A. BROGAN	583	316	899		
WRITE INS	1	0	1		
BLANK	183	122	305		
<b>TOTAL</b>	767	438	1205		
<b>LS REGIONAL SCHOOL DISTRICT COMMITTEE</b>				<b>SUDBURY</b>	<b>TOTAL</b>
LUCY MASON MAULSBY	593	326	919	1993	2912
RAVI SIMON	436	223	659	2016	2675
WRITE INS	3	1	4	17	21
BLANK	502	326	828	2680	3508
<b>TOTAL</b>	1534	876	2410	6706	9116
<b>MODERATOR</b>					
SARAH CANNON HOLDEN	597	327	924		
WRITE INS	9	7	16		
BLANK	161	104	265		
<b>TOTAL</b>	767	438	1205		
<b>PARKS AND RECREATION COMMITTEE</b>					
ROBERT STRINGER III	592	324	916		
WRITE INS	2	1	3		
BLANK	173	113	286		

<b>TOTAL</b>	767	438	1205
<b>PLANNING BOARD</b>			
LYNN E. DELISI	407	212	619
MARK LEVINSON	288	151	438
CRAIG M. NICHOLSON	469	284	753
WRITE INS	5	0	5
BLANK	365	229	594
<b>TOTAL</b>	1534	876	2410
<b>SCHOOL COMMITTEE</b>			
ADAM M. HOGUE	242	148	390
PETER M. BUCHTHAL	168	105	273
JACOB LEHRHOFF	412	210	622
MATINA MADRICK	506	285	791
WRITE INS	1	1	2
BLANK	205	127	332
<b>TOTAL</b>	1534	876	2410
<b>TRUSTEES OF BEMIS</b>			
RACHEL MARIE SCHACHTER	581	310	891
WRITE INS	2	0	2
BLANK	184	128	312
<b>TOTAL</b>	767	438	1205
<b>WATER COMMISSIONER (3 YEAR TERM)</b>			
MATTHEW BIO	581	310	891
WRITE INS	1	0	1
BLANK	185	128	313
<b>TOTAL</b>	767	438	1205
<b>WATER COMMISSIONER (2 YEAR TERM)</b>			
STEPHEN REES GLADSTONE	577	308	885
WRITE INS	1	0	1
BLANK	189	130	319
<b>TOTAL</b>	767	438	1205
<b>WATER COMMISSIONER (1 YEAR TERM)</b>			

PATRICK J. LAWLER	592	309	<b>901</b>
WRITE INS	2	0	2
BLANK	173	129	302
<b>TOTAL</b>	767	438	1205

**TOWN OF LINCOLN, MASSACHUSETTS  
SPECIAL TOWN MEETING MINUTES  
SATURDAY, December 2, 2023**

Pursuant to a Warrant duly served, the Meeting was called to order in the Donaldson Auditorium at 9:30AM. The Return of Service was read and a quorum being present, (877 voters throughout the day) the following business was transacted:

**ARTICLE 1 Proposed by the Select Board  
VOTED: Unanimously**

That the Town vote to amend the vote taken under Article 1 of the November 30, 2022, Special Meeting Warrant, changing the date of the stated community center funding vote from "March of 2025," to "March of 2024" as was initially intended by the Community Center Building Committee.

**ARTICLE 2 Proposed by the Select Board  
VOTED: Preference for Courtyard Option**

That the Town vote to hear a report from the Select Board and its Community Center Building Committee and indicate a preference for one of several community center building design concepts that will be presented, with the understanding that the selected concept will continue in the conceptual design process in anticipation of a March, 2024 VOTE to fund the project through final design development and construction.

This is a copy of the ballot language as distributed to voters listing three options.

Article #2:

Which Community Center Concept Do You Prefer?

(Please vote for one)

- **Courtyard** (100% Budget Concept) (  )
- **T Concept** (75% Budget Concept) (  )
- **I Concept** (50% Budget Concept) (  )

726 voters cast their votes by ballot and the results were: 384 votes for Courtyard, 223 for T Concept and 118 for I Concept. One blank ballot was cast.

The voters were requested to do a standing count vote following elimination of the least preferred option, "I Concept". Funding votes requires a 2/3 majority at Town Meeting. 648 voters participated in this standing count vote. The results of the vote was: Courtyard (100% Concept) – 383 votes cast, T Concept (75% Concept) -265 votes cast. There were 3 blanks.

**ARTICLE 3** Proposed by the Planning Board  
**VOTED: Moderator Declared 2/3 vote**

That the Town vote to amend and revise the preliminary development and use plan for the North Lincoln Planned Development District No. 5 entitled "Preliminary Development and Use Plan for NL - North Lincoln Planned Development District No. 5 - an age 62 and over Multifamily Independent living Community at 9, 11, 15 and 17-19 Cambridge Turnpike, Lincoln, Massachusetts" dated September 6, 2006 and approved by Town Meeting on November 4, 2006, as further amended and shown on an amended plan entitled "Revised Preliminary Development and Use Plan for NL - North Lincoln Planned Development District No. 5 - an age 62 and over Multifamily Independent Living and Continuing Care Community at 9, 11, 15 and 17-19 Cambridge Turnpike, Lincoln, Massachusetts" dated February 5, 2013 and approved by Town Meeting on March 30, 2013, to allow the addition of 28 additional residential units and associated parking as shown on an amended plan entitled "The Commons In Lincoln Expansion 2023 Site Plan" dated September 15, 2023.

**ARTICLE 4** Proposed by the Select Board  
**Voted: Preference for Option C**

That the Town vote to hear a report from the Select Board and its Housing Choice Act Working Group (HCAWG), and to indicate a preference for one of several Housing Choice Act compliance zoning districts, with the understanding that the selected district will be presented to the Executive Office of Housing & Livable Communities (EOHLC) for a compliance check, and developed into a zoning bylaw that will be presented to Town Meeting for a vote in March, of 2024.

This is a copy of the ballot language as distributed to voters listing five options.

Article #4:

Which Housing Choice Act Zoning Option Do You Prefer:

*(Please vote for one)*

- **C** (  )
  - Entirely within ½ mile of the MBTA train station. Includes: Lincoln Woods subdistrict (residential); Lincoln Road/Lewis Street subdistrict (mixed use allowed); Codman Road subdistrict (residential); takes credit for rezoning the Mall (commercial + residential)
- **D 1** (  )
  - Includes: Lincoln Woods subdistrict (residential); Lincoln Road/Lewis Street subdistrict (mixed use allowed); reduces Codman Road subdistrict to “Codman Corner” (residential); adds Lincoln North as a subdistrict (mixed use allowed); takes credit for rezoning the Mall (commercial + residential)
- **D 2** (  )
  - Includes: Lincoln Woods subdistrict (residential); Lincoln Road/Lewis Street subdistrict (mixed use allowed); Codman Corner subdistrict (residential); adds Battle Road Farm as a subdistrict (residential); takes credit for rezoning the Mall (commercial + residential)
- **D 3** (  )
  - Includes: Lincoln Woods subdistrict (residential); Lincoln Road/Lewis Street subdistrict (mixed use allowed); eliminates Codman Road subdistrict; Battle Road Farm subdistrict (residential); takes credit for rezoning the Mall (commercial + residential)
- **E** (  )

As submitted by a group of residents

645 votes were cast by ballot and the results are as follows:

Option C	355 votes
Options E	243 votes
Option D1	24 votes
Option D3	19 votes
Option D2	2 votes
Blanks	2 votes

The Moderator thanked the attendees for their participation and a motion to dissolve the Meeting passed.

Respectfully submitted,

Valerie Fox  
Town Clerk

Town of Lincoln, MA										
Combined Balance Sheet - All Fund Types and Account Groups										
as of June 30, 2023										
(Unaudited)										
Colleen Wilkins, Finance Director										
	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types Trust and Agency	Account Groups Long-term Debt	Totals (Memorandum Only)		
	General	Special Revenue	Capital Projects	Enterprise	Internal Services					
<b>ASSETS</b>										
Cash and cash equivalents	20,780,774.92	23,447,251.48	2,434,210.47	1,924,954.36		20,144,425.90		68,731,617.13		0.00
Investments										
Receivables:										
Personal property taxes	9,523.32							9,523.32		
Real estate taxes	439,774.00	10,087.54						449,861.54		
Allowance for abatements and exemptions	(359,711.53)							(359,711.53)		
Tax liens	156,576.44	2,638.30						159,214.74		
Deferred taxes	255,226.90							255,226.90		
Motor vehicle excise	159,199.55							159,199.55		
Other excises										0.00
User fees				94,930.58				94,930.58		
Utility liens added to taxes										0.00
Departmental	535.60	133,155.18						133,690.78		
Special assessments										0.00
Due from other governments		618,733.70						618,733.70		
Other receivables						14,784.50		14,784.50		
Foreclosures/Possessions	56,150.31							56,150.31		
Prepays										0.00
Due to/from other funds										0.00
Working deposit										0.00
Inventory										0.00
Fixed assets, net of accumulated depreciation									84,680,000.00	
Amounts to be provided - payment of bonds										
Amounts to be provided - vacation/sick leave										
<b>Total Assets</b>	<b>21,498,049.51</b>	<b>24,211,866.20</b>	<b>2,434,210.47</b>	<b>2,019,884.94</b>	<b>0.00</b>	<b>20,159,210.40</b>	<b>84,680,000.00</b>	<b>155,008,221.52</b>		

LIABILITIES AND FUND EQUITY									
Liabilities:									
Warrants payable	200,946.58	166,941.71	3,839.89	17,719.26	32,731.40				422,178.84
Accounts payable	849,407.28	833,762.29		25,060.28	395.84				1,706,625.69
Accrued payroll									0.00
Withholdings	550,166.56								550,166.56
Accrued claims payable									0.00
Due to/from other funds	(501.59)								(501.59)
Due to other governments									0.00
Other liabilities		72.95							72.95
Deferred revenue:									
Real and personal property taxes	(20,368.48)	10,087.54							(10,280.94)
Tax liens	156,576.44	2,638.30							159,214.74
Deferred taxes	255,226.90								255,226.90
Foreclosures/Possessions	56,150.31								56,150.31
Motor vehicle excise	159,199.55								159,199.55
Other excises									0.00
User fees				94,930.58					94,930.58
Utility liens added to taxes									0.00
Departmental	535.60	133,155.18							133,690.78
Special assessments									0.00
Due from other governments	82,078.35	618,733.70			14,784.50				618,733.70
Other receivables									96,862.85
Deposits receivable									0.00
Prepaid taxes/fees									0.00
Tailings	20,910.42								20,910.42
IBNR									0.00
Agency Funds					143,576.81				143,576.81
Notes payable			430,000.00						450,000.00
Bonds payable									880,000.00
Vacation and sick leave liability									84,680,000.00
Total Liabilities	2,310,327.92	1,763,391.67	433,839.89	137,710.12	191,888.55	0.00			85,130,000.00
Fund Equity:									
Reserved for encumbrances	801,813.46	1,033,373.17	919,504.13	45,178.77	0.00				2,799,869.53
Reserved for expenditures	6,059,500.00			210,712.03					6,270,212.03
Reserved for continuing appropriations	1,222,775.59								1,222,775.59
Reserved for petty cash									0.00
Reserved for appropriation deficit									0.00
Reserved for snow and ice deficit									0.00
Reserved for COVID-19 deficit									0.00
Reserved for debt service									0.00
Reserved for premiums									0.00
Reserved for working deposit									0.00
Undesignated fund balance	11,109,632.54	21,415,101.36	1,080,866.45		19,967,321.85				53,566,922.20
Unreserved retained earnings				1,626,284.02					1,626,284.02
Investment in capital assets									0.00
Total Fund Equity	19,187,721.59	22,448,474.53	2,000,370.58	1,882,174.82	19,967,321.85	0.00			65,486,063.37
Total Liabilities and Fund Equity	21,498,049.51	24,211,866.20	2,434,210.47	2,019,884.94	20,159,210.40	0.00			155,453,221.52

**COLLECTOR'S REPORT**  
**Krystal Elder, Collector**  
**Cash Balances as of June 30, 2023**

Description	Balance 6/30/2022	Commitments / New Charges	Abatements / Credits	Payments Received	Balance 6/30/2023
<b>REAL ESTATE TAXES</b>					
Tax Title Accounts	205,176.69			48,600.25	156,576.44
Taxes in Deferral	211,856.05	43,370.85			255,226.90
2013 Real Estate	39.84				39.84
2014 Real Estate	(0.01)				(0.01)
2015 Real Estate	-				-
2016 Real Estate	70.09				70.09
2017 Real Estate	1.37				1.37
2018 Real Estate	1.36				1.36
2019 Real Estate	3.29				3.29
2020 Real Estate	2.64			1.10	1.54
2021 Real Estate	63.94			16.93	47.01
2022 Real Estate	370,786.91			284,287.81	86,499.10
2023 Real Estate	-	35,787,773.50	112,569.36	35,404,172.08	271,032.06
Real Estate Possession	31,150.00				31,150.00
<b>TOTAL REAL ESTATE</b>	<b>\$ 819,152.17</b>	<b>\$ 35,831,144.35</b>	<b>\$ 112,569.36</b>	<b>\$ 35,737,078.17</b>	<b>\$ 800,648.99</b>
<b>PERSONAL PROPERTY TAXES</b>					
2018 Personal Property	1,152.89				1,152.89
2019 Personal Property	1,483.92				1,483.92
2020 Personal Property	1,627.12				1,627.12
2021 Personal Property	1,645.20				1,645.20
2022 Personal Property	2,772.70		4.16	695.79	2,072.75
2023 Personal Property	-	1,016,548.38		1,015,006.94	1,541.44
<b>TOTAL PERSONAL PROPERTY</b>	<b>\$ 8,681.83</b>	<b>\$ 1,016,548.38</b>	<b>\$ 4.16</b>	<b>\$ 1,015,702.73</b>	<b>\$ 9,523.32</b>
<b>MOTOR VEHICLE AND TRAILER EXCISE</b>					
2018 Excise	10,556.60			1,948.96	8,607.64
2019 Excise	8,006.07			1,849.81	6,156.26
2020 Excise	17,751.71		747.37	3,896.96	13,107.38
2021 Excise	31,272.84		4,117.76	7,945.99	19,209.09
2022 Excise	65,555.77	182,893.94	32,774.79	183,276.26	32,398.66
2023 Excise	-	1,041,674.57	48,340.37	913,613.68	79,720.52
<b>TOTAL EXCISE</b>	<b>\$ 133,142.99</b>	<b>\$ 1,224,568.51</b>	<b>\$ 85,980.29</b>	<b>\$ 1,112,531.66</b>	<b>\$ 159,199.55</b>
<b>WATER USAGE CHARGES</b>					
Total Water Commitments	27,624.46	2,122,249.21	117,941.89	1,942,096.67	89,835.11
Water Liens Added to Tax	356.47	37,955.39	16.28	34,758.12	3,537.46
Water Liens Added to Tax Title	704.41				704.41
<b>TOTAL WATER</b>	<b>\$ 28,685.34</b>	<b>\$ 2,160,204.60</b>	<b>\$ 117,958.17</b>	<b>\$ 1,976,854.79</b>	<b>\$ 94,076.98</b>
<b>COMMUNITY PRESERVATION ACT</b>					
2019 CPA	(593.59)				(593.59)
2020 CPA	(3.16)				(3.16)
2021 CPA	-				-
2022 CPA	9,626.97			7,433.87	2,193.10
2023 CPA		988,570.37	9,288.20	970,790.98	8,491.19
Tax Title CPA	3,477.88			839.58	2,638.30
<b>TOTAL CPA</b>	<b>\$ 12,508.10</b>	<b>\$ 988,570.37</b>	<b>\$ 9,288.20</b>	<b>\$ 979,064.43</b>	<b>\$ 12,725.84</b>
<b>GRAND TOTALS:</b>	<b>\$ 1,002,170.43</b>	<b>\$ 41,221,036.21</b>	<b>\$ 325,800.18</b>	<b>\$ 40,821,231.78</b>	<b>\$ 1,076,174.68</b>
<b>MISC. OTHER COLLECTIONS</b>				<u>Receipts</u>	
Interest on R.E. Taxes				\$ 48,388.84	
Interest on P.P. Taxes				40.12	
Interest on Mot. Veh. Excise				8,500.62	
Interest on CPA Surcharge				1,178.65	
Late Charge on Water				2,400.00	
Interest on Water				8,615.39	
Demand & Warrant Fees				11,810.00	
License Marking Fees				3,060.00	
Municipal Lien Cert. Fees				2,300.00	
<b>TOTAL</b>				<b>\$ 86,293.62</b>	

**TREASURER'S REPORT**  
**KRYSTAL ELDER, TOWN TREASURER**  
**CASH BALANCES AS OF JUNE 30, 2023**

<b>General Town Funds</b>		<b>Cash on Deposit</b>	
	Citizens Bank	Agency	73,286.82
	Citizens Bank	Cultural Council	7,453.38
	Citizens Bank	Depository	9,699,056.80
	Citizens Bank	Escrow	1,674,268.71
	Citizens Bank	Hanscom	10,828,778.57
	Citizens Bank	Justice Drug	157.78
	Citizens Bank	Payroll	728.23
	Citizens Bank	Recreation	532,142.03
	Citizens Bank	State Drug	1,557.54
	Citizens Bank	Vendor	(965.55)
	Eastern Bank	Depository	2,169,272.25
	Eastern Bank	Payroll	0.20
	Eastern Bank	Vendor	911.20
	Eastern Bank	Conservation	93,910.60
	Harbor One	CPA	222,085.29
	Harbor One	Depository	1,238,473.44
	Harbor One	Water	1,869,517.06
	MMDT	Aff Housing	626,627.81
	MMDT	CPA	2,916,211.36
	MMDT	Investment	3,263,592.86
	MMDT	School Project	1,425,248.08
	Needham Bank	Stabilization	3,706,208.32
	M&T Bank	Depository	3,629,270.49
	M&T Bank	Hanscom	825,370.52
	Rockland Trust	Depository	566,401.51
	Rockland Trust	Minuteman	0.04
	Rockland Trust	School Lunch	91,277.59
	Rockland Trust	Minuteman Monitor	31.25
	Unibank	ACH	275,373.33
	Unibank	Online Collections	1,142,839.43
	Unibank	Remote Capture	2,107,089.78
	Unibank	Scholarship	1,576.69
	Unibank	School Online	237,178.18
	Unibank	Town Offices	78,651.90
	Webster Bank	Depository	548,850.00
	Various Offices	Petty Cash	1,845.00
<b>General Town Funds - Total</b>			<b>\$49,854,278.49</b>
<b>Trust Funds</b>			
	Commonwealth Financial Network		
	Trust Funds		2,532,813.64
	Library Funds		991.99
<b>Other Post Employment Benefits (OPEB)</b>			
	State Retirement Board Trust		16,343,533.00
<b>TOTAL CASH BALANCE</b>			<b>\$68,731,617.12</b>

**STATEMENT OF OUTSTANDING DEBT  
AS OF JUNE 30, 2023**

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      \$3,490,000.00**

**REMAINING REPAYMENT SCHEDULE**

	<b>DUE DATE</b>	<b>PRINCIPAL DUE</b>	<b>INTEREST DUE</b>
	11/1/2023		40,530.00
	5/1/2024	215,000.00	40,530.00
	11/1/2024		36,230.00
█	5/1/2025	215,000.00	36,230.00
	11/1/2025		31,930.00
█	5/1/2026	220,000.00	31,930.00
	11/1/2026		27,530.00
█	5/1/2027	220,000.00	27,530.00
	11/1/2027		25,330.00
█	5/1/2028	215,000.00	25,330.00
	11/1/2028		21,030.00
	5/1/2029	210,000.00	21,030.00
	11/1/2029		16,830.00
	5/1/2030	210,000.00	16,830.00
	11/1/2030		12,630.00
	5/1/2031	210,000.00	12,630.00
	11/1/2031		11,580.00
	5/1/2032	205,000.00	11,580.00
	11/1/2032		10,555.00
	5/1/2033	200,000.00	10,555.00
	11/1/2033		9,555.00
	5/1/2034	195,000.00	9,555.00
	11/1/2034		8,482.50
	5/1/2035	185,000.00	8,482.50
	11/1/2035		7,233.75
	5/1/2036	180,000.00	7,233.75
	11/1/2036		6,018.75
	5/1/2037	175,000.00	6,018.75
	11/1/2037		4,837.50
	5/1/2038	170,000.00	4,837.50
	11/1/2038		3,562.50
	5/1/2039	160,000.00	3,562.50
	11/1/2039		2,362.50
	5/1/2040	155,000.00	2,362.50
	11/1/2040		1,200.00
	5/1/2041	150,000.00	1,200.00
<b>TOTAL</b>		<b>3,490,000.00</b>	<b>554,855.00</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**      **\$705,000.00**

**REMAINING REPAYMENT SCHEDULE**

<b>DUE DATE</b>	<b>PRINCIPAL DUE</b>	<b>INTEREST DUE</b>
12/1/202 3		13,775.00
6/1/2024 12/1/202 4	80,000.00	13,775.00
6/1/2025 12/1/202 5	80,000.00	11,775.00
6/1/2026 12/1/202 6	80,000.00	9,775.00
6/1/2027 12/1/202 7	80,000.00	9,775.00
6/1/2028 12/1/202 8	80,000.00	7,775.00
6/1/2029 12/1/202 9	80,000.00	7,775.00
6/1/2030 12/1/203 0	75,000.00	3,375.00
6/1/2031 12/1/203 1	75,000.00	3,375.00
6/1/2032	75,000.00	2,250.00
		1,125.00
<b>TOTAL</b>	75,000.00	1,125.00
<b>L</b>	705,000.00	120,400.00

General Obligation Bond (3.3799%)- School Lincoln  
Dated March 7, 2019 under GL Ch 44, Section 7(1) and a vote  
of the Town passed on December 1, 2018

**OUTSTANDING PRINCIPAL      \$70,860,000.00**

**REMAINING REPAYMENT SCHEDULE**

<b>DUE DATE</b>	<b>PRINCIPAL DUE</b>	<b>INTEREST DUE</b>
9/1/2023		1,355,600.00
3/1/2024	1,580,000.00	1,355,600.00
9/1/2024		1,316,100.00
3/1/2025	1,660,000.00	1,316,100.00
9/1/2025		1,274,600.00
3/1/2026	1,745,000.00	1,274,600.00
9/1/2026		1,230,975.00
3/1/2027	1,830,000.00	1,230,975.00
9/1/2027		1,185,225.00
3/1/2028	1,920,000.00	1,185,225.00
9/1/2028		1,137,225.00
3/1/2029	2,015,000.00	1,137,225.00
9/1/2029		1,086,850.00
3/1/2030	2,120,000.00	1,086,850.00
9/1/2030		1,044,450.00
3/1/2031	2,205,000.00	1,044,450.00
9/1/2031		1,000,350.00
3/1/2032	2,290,000.00	1,000,350.00
9/1/2032		954,550.00
3/1/2033	2,385,000.00	954,550.00
9/1/2033		906,850.00
3/1/2034	2,480,000.00	906,850.00
9/1/2034		869,650.00
3/1/2035	2,555,000.00	869,650.00
9/1/2035		831,325.00
3/1/2036	2,630,000.00	831,325.00
9/1/2036		790,231.25
3/1/2037	2,710,000.00	790,231.25
9/1/2037		747,887.50
3/1/2038	2,795,000.00	747,887.50
9/1/2038		702,468.75
3/1/2039	2,885,000.00	702,468.75
9/1/2039		655,587.50
3/1/2040	2,980,000.00	655,587.50
9/1/2040		607,162.50
3/1/2041	3,080,000.00	607,162.50
9/1/2041		555,187.50
3/1/2042	3,180,000.00	555,187.50
9/1/2042		499,537.50
3/1/2043	3,295,000.00	499,537.50
9/1/2043		441,875.00
3/1/2044	3,410,000.00	441,875.00
9/1/2044		382,200.00
3/1/2045	3,530,000.00	382,200.00
9/1/2045		311,600.00
3/1/2046	3,670,000.00	311,600.00
9/1/2046		238,200.00
3/1/2047	3,815,000.00	238,200.00
9/1/2047		161,900.00
3/1/2048	3,970,000.00	161,900.00
9/1/2048		82,500.00
3/1/2049	4,125,000.00	82,500.00
<b>TOTAL</b>	<b>70,860,000.00</b>	<b>40,740,175.00</b>

General Obligation Bond (2.9623%)- School Lincoln  
Dated March 17, 2022 under GL Ch 44, Section 7(1) and a vote  
of the Town passed on December 1, 2018

**OUTSTANDING PRINCIPAL      \$8,050,000.00**

**REMAINING REPAYMENT SCHEDULE**

<b>DUE DATE</b>	<b>PRINCIPAL DUE</b>	<b>INTEREST DUE</b>
11/15/2023	185,000.00	131,296.88
5/15/2024		126,671.88
11/15/2024	195,000.00	126,671.88
5/15/2025		121,796.88
11/15/2025	205,000.00	121,796.88
5/15/2026		116,671.88
11/15/2026	215,000.00	116,671.88
5/15/2027		111,296.88
11/15/2027	225,000.00	111,296.88
5/15/2028		105,671.88
11/15/2028	240,000.00	105,671.88
5/15/2029		99,671.88
11/15/2029	250,000.00	99,671.88
5/15/2030		93,421.88
11/15/2030	265,000.00	93,421.88
5/15/2031		86,796.88
11/15/2031	275,000.00	86,796.88
5/15/2032		82,671.88
11/15/2032	285,000.00	82,671.88
5/15/2033		78,396.88
11/15/2033	290,000.00	78,396.88
5/15/2034		74,046.88
11/15/2034	300,000.00	74,046.88
5/15/2035		69,546.88
11/15/2035	310,000.00	69,546.88
5/15/2036		66,059.38
11/15/2036	315,000.00	66,059.38
5/15/2037		62,515.63
11/15/2037	325,000.00	62,515.63
5/15/2038		58,453.13
11/15/2038	330,000.00	58,453.13
5/15/2039		54,328.13
11/15/2039	340,000.00	54,328.13
5/15/2040		50,078.13
11/15/2040	345,000.00	50,078.13
5/15/2041		45,981.25
11/15/2041	355,000.00	45,981.25
5/15/2042		41,543.75
11/15/2042	365,000.00	41,543.75
5/15/2043		36,525.00
11/15/2043	375,000.00	36,525.00
5/15/2044		30,900.00
11/15/2044	390,000.00	30,900.00
5/15/2045		25,050.00
11/15/2045	400,000.00	25,050.00
5/15/2046		19,050.00
11/15/2046	410,000.00	19,050.00
5/15/2047		12,900.00
11/15/2047	425,000.00	12,900.00
5/15/2048		6,525.00
11/15/2048	435,000.00	6,525.00
<b>TOTAL</b>	<b>8,050,000.00</b>	<b>3,484,440.80</b>

General Obligation Bond (0.915%)- Water Improvements  
 Dated November 5, 2020 under GL Ch 44, Section 8 and a vote  
 of the Town passed on November 2, 2019

**OUTSTANDING PRINCIPAL**      **\$1,575,000.00**

**REMAINING REPAYMENT SCHEDULE**

	<b>DUE DATE</b>	<b>PRINCIPAL DUE</b>	<b>INTEREST DUE</b>
	9/1/2023	215,000.00	31,500.00
	3/1/2024		27,200.00
	9/1/2024	225,000.00	27,200.00
	3/1/2025		22,700.00
	9/1/2025	230,000.00	22,700.00
	3/1/2026		18,100.00
	9/1/2026	175,000.00	18,100.00
	3/1/2027		14,600.00
	9/1/2027	180,000.00	14,600.00
	3/1/2028		11,000.00
	9/1/2028	185,000.00	11,000.00
	3/1/2029		7,300.00
	9/1/2029	190,000.00	7,300.00
	3/1/2030		3,500.00
	9/1/2030	175,000.00	3,500.00
<b>TOTAL</b>		<b>1,575,000.00</b>	<b>240,300.00</b>

## Commission Of Trust Funds

Doug Harding  
Krystal Elder (Treasurer)  
Paul Fitzgerald  
Donald Collins (Chair)

How quickly times can change! Investors were decidedly pessimistic entering 2023, as it appeared that the Federal Reserve (Fed) in its quest to subdue inflation would have to maintain high interest rates for an extended period. The consensus view of economists was that the higher rates would restrain economic growth, most likely resulting in a recession. The stock market declined in anticipation of the expected tough times, with the S&P 500 falling 18.11% in 2022. Of course, we now know that the dire scenario did not materialize. Instead, inflation rates declined to more manageable levels, and the economy continued to grow at a steady pace. As the end of 2023 approached, investor sentiment turned decidedly optimistic, and the market rallied. The S&P 500 rose 11.69% in the fourth quarter and finished the year up a very respectable 26.29%, near an all-time high.

No doubt about it, the past few years have presented the financial markets with a multitude of formidable challenges. Since 2020 and the outbreak of the pandemic, the markets have had to face a war in Ukraine, international trade disputes, an inflationary spiral, a record increase in interest rates, a banking crisis, and most recently, a war in the Middle East. Given the magnitude of these problems, it is not surprising that the financial markets would experience heightened volatility. But what has been surprising to many is the resiliency of the US economy, which continues to grow despite these headwinds.

During the initial Covid shut down in 2020, the US economy contracted sharply, but it quickly recovered and has grown steadily ever since. Gross Domestic Product (GDP) grew by 5.9% in 2021, and by 2.06% in 2022. Estimates for 2023 put GDP up by another 2.6%. For 2024, economists are forecasting slower growth to start the year but expecting a pickup in the second half. Overall, estimates put GDP for the year up 2.3%.

With the recent good news on inflation, it is possible that the US economy is finally shaking off the aftereffects of the pandemic and returning to more normal times. While inflation at 3.1% is still running above the Fed's target of 2%, recent reports have given investors hope that we have seen the peak in short-term rates for this cycle. The market is anticipating that the FED will enact two or three cuts in the Fed Funds rate this year. Accordingly, the bond market has rallied to reflect

the outlook for rate cuts, with the yield on the ten-year US Treasury bond falling about 100 bps, to 4.10%.

All this positive news on inflation, GDP, and corporate profits has helped the stock market to rally, despite the pressure of the worrisome events around the globe. This can only give great relief to investors who survived the pandemic with their assets intact. However, promising the outlook for 2024 might be, we should point out that the current valuation of the equity markets (as of 12/30/2023) already reflects much of this good news.

Now that the economy and the markets have recovered to pre-Covid levels, can we look forward to more normal times? Given the number of surprises over the past four years, we would caution against becoming complacent. Who knows what the future will be? Therefore, the Town Of Lincoln Trust Funds will continue to be managed consistent with a low-risk long-term investment horizon.

## FY 2023 TRUST FUND COMMISSIONERS' REPORT

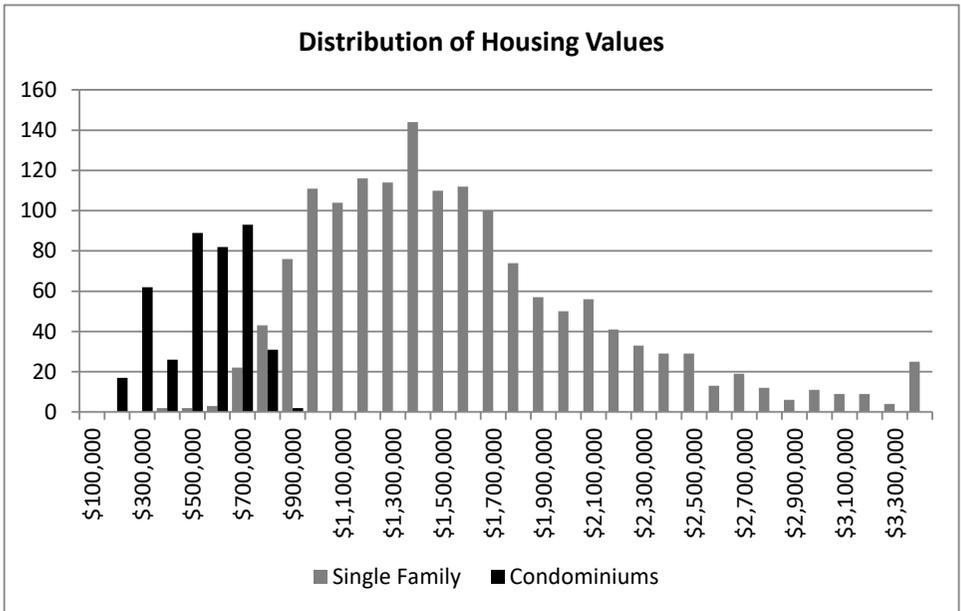
	6/30/2022			6/30/2023	
	BALANCE	REVENUE	EXPENSES	BALANCE	PRINCIPAL*
<b>Library Funds</b>					
Katherine S. Bolt Fund	4.82	0.37		5.19	-
John W. & Eleanor Tarbell Carman Fund	77,013.40	6,064.49	(172.55)	\$ 82,905.34	30,652.50
Codman Fund	2,429.52	191.35		\$ 2,620.87	1,000.00
Virginia S. Dillman Fund	13,126.22	1,033.81		\$ 14,160.03	5,000.00
Mary Jane & Murray P. Farnsworth Fund	2,192.12	172.64		\$ 2,364.76	1,000.00
Alice D. Hart & Olive B. Floyd Fund	2,372.06	186.85		\$ 2,558.91	1,000.00
Gleason Fund	34,914.78	2,731.33	(740.00)	\$ 36,906.11	30,000.00
Herschbach Fund	14,241.38	1,121.68		\$ 15,363.06	5,025.00
Lucretia J. Hoover Fund	5,679.48	447.33		\$ 6,126.81	2,206.26
Lincoln Library Fund	2,367.04	266.90		\$ 2,633.94	1,030.00
Dorothy Moore Fund	15,775.26	1,242.49		\$ 17,017.75	5,000.00
John H. Pierce Fund	1,853.86	145.98		\$ 1,999.84	1,000.00
George Russell Fund	2,652.04	208.88		\$ 2,860.92	1,000.00
Edith Winter Sperber Fund	0.01	-		\$ 0.01	-
Abbie J. Stearns Fund	4,825.76	380.08		\$ 5,205.84	1,500.00
Joseph & Henri-Ann Sussman Fund	27,333.81	2,252.40	(29.06)	\$ 29,557.15	14,146.42
George G. Tarbell Fund	12,516.62	985.83		\$ 13,502.45	4,000.00
George C. & Eleanor F. Tarbell Fund	25,561.96	2,013.28		\$ 27,575.24	11,875.62
West Abrashkin Fund	2,408.44	189.71		\$ 2,598.15	1,000.00
C. Edgar & Elizabeth S. Wheeler Fund	3,096.90	243.91		\$ 3,340.81	1,000.00
Jacquelin Appler Family Trust	-	15,147.57		\$ 15,147.57	15,000.00
<b>Library Funds - TOTAL</b>	<b>\$ 250,365.48</b>	<b>\$ 35,026.88</b>	<b>\$ (941.61)</b>	<b>\$ 284,450.75</b>	<b>\$ 132,435.80</b>
<b>Miscellaneous Funds</b>					
Bemis Lecture Fund	38,711.87	3,049.02		\$ 41,760.89	30,000.00
Betty Bjork Prof Dev Fund	32,473.97	2,557.68		\$ 35,031.65	23,040.00
Alfred Callahan Fund	6,046.02	476.20		\$ 6,522.22	3,015.93
Codman Scholarship Fund	267,017.64	71,343.43		\$ 338,361.07	302,500.00
DeCordova School Equipment Fund	76,661.74	6,037.99		\$ 82,699.73	79,502.23
Donald Gordon Recreation Fund	22,108.07	1,741.25		\$ 23,849.32	5,256.07
Joseph Brooks Grammar School Fund	3,119.99	245.75		\$ 3,365.74	1,217.27
Lawrence H. Green Fund	7,848.19	618.14		\$ 8,466.33	1,307.65
Norman Hapgood Fund	622.19	49.01		\$ 671.20	535.66
Christine Patterson Fund	23,589.20	1,857.92		\$ 25,447.12	11,425.05
John H. Pierce Legacy Fund	416,477.60	130,403.46		\$ 546,881.06	115,000.00
Jane Hamilton Poor Scholarship Fund	13,653.43	1,075.37		\$ 14,728.80	1,235.00
Lincoln Scholarship Fund	371,852.12	41,925.46	(14,039.85)	\$ 399,737.73	281,533.50
Abbie J. Stearns Fund for the Silent Poor	6,044.44	476.04		\$ 6,520.48	1,225.05
Harriet B Todd Scholarship Trust Fund	219,172.83	12,050.02	(5,000.00)	\$ 226,222.85	(5,000.00)
John Todd Fund	48,622.03	3,827.45	(370.39)	\$ 52,079.09	30,000.00
Tricentennial Fund	14,611.74		1,150.76	\$ 15,762.50	12,579.55
<b>Miscellaneous Funds - TOTAL</b>	<b>\$ 1,568,633.07</b>	<b>\$ 277,734.19</b>	<b>\$ (18,259.48)</b>	<b>\$ 1,828,107.78</b>	<b>\$ 894,372.96</b>
<b>Special Funds</b>					
Cemetery Perpetual Care Fund	\$ 386,220.36	39,035.36	(5,000.00)	\$ 420,255.72	293,627.95
<b>Special Funds - TOTAL</b>	<b>386,220.36</b>	<b>39,035.36</b>	<b>(5,000.00)</b>	<b>420,255.72</b>	<b>293,627.95</b>
<b>All Funds - TOTAL</b>	<b>\$ 2,205,218.91</b>	<b>\$ 351,796.43</b>	<b>\$ (24,201.09)</b>	<b>\$ 2,532,814.25</b>	<b>\$ 1,320,436.71</b>
*NOTE: Principal represents the portion of the Fund Balance which cannot be spent.					

**BOARD OF ASSESSORS**

Ellen Meadors, Chair  
 Edward Morgan, Member  
 Bruce Campbell, Member

Our full-time Administrator is Dorothy Blakeley. Additional assessing services are provided by our contractor Regional Resources Group, Inc. Alex Cervone, an employee of RRG is in the office two days a week (Mondays and Thursdays) and the President of RRG, Harald Scheid, is available as needed.

**Housing Values** – Sales in calendar year 2022 (the basis for the FY 2024 values) indicated that the real estate market remains strong, though less robust than last year, and sales for both higher and lower valued properties have not shown a decline in market value. Assessments were based on 47 single-family home sales and 14 condominium sales. The average value of a single-family home for fiscal year 2024 was \$1,554,640 resulting in an average tax bill of \$20,602. Single-family home values ranged from \$303,200 to \$7,247,600 with the median at \$1,430,050. The average value of a condominium was \$485,615, with an average tax bill of \$6,516. Condominium values ranged from \$152,500 to \$884,900 with the median at \$507,650.



**Abatements** – For fiscal year 2024, 22 abatement applications were filed. When permitted by the homeowner, each property was measured and inspected, and then compared with similar properties that sold in 2022. Of the total, thirteen abatements were granted and nine were denied. Abatement decisions may be appealed to the Appellate Tax Board. In fiscal year 2024 there have been three appeals filed with the ATB. Taxpayers who believe their assessment is too high are encouraged to file an abatement application with the Assessor’s Office within one month of getting their fall tax bill.

**Split Tax Rate** – The Select Board voted a small increase in the split tax rate, This increases the proportion of taxes paid by the owners of commercial properties and lowers taxes paid by residential properties. For fiscal year 2024, the tax rate was set at \$12.89 per \$1,000 for residential property and at \$19.70 per \$1,000 for commercial property.

**Top Ten Taxpayers**

Assessment	Name	Location
\$87,899,200	NELP-COMMONS LLC *	1 HARVEST CIRCLE
\$25,726,700	NSTAR ELECTIC CO	
\$23,202,800	RCS-BEDFORD LLC **	55 OLD BEDFORD ROAD
\$17,620,400	ORIOLE LANDING	1 MARY’S WAY
\$11,831,800	NEW LINCOLN WOODS LLC	1-95 WELLS ROAD
\$10,068,100	BOSTON GAS CO **	
\$7,581,000	LINCOLN RIDGE ESTATES	0 RIDGE ROAD
\$7,247,600	INDIVIDUAL	
\$6,708,500	MALL AT LINCOLN STATION **	145 LINCOLN ROAD
\$5,961,000	INDIVIDUAL	

\* 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 an income below annually established levels to defer all or part of their annual property taxes. Presently incomes may not exceed \$64,000 for a single person or \$96,000 for a married couple. Deferred property taxes and interest at 4% are repaid to the Town when the owner dies or sells the home. Five property owners took advantage of the property tax deferral in fiscal year 2024. 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.

**CAPITAL PLANNING COMMITTEE**

Audrey Kalmus, Chair and At-Large Citizen Representative  
 Jacquelin Apsler, Library Trustee Representative  
 Chris Burns, At-Large Citizen Representative  
 Debra Daugherty, At-Large Citizen Representative  
 Adam Hogue, School Committee Representative  
 Pete Hussey, At-Large Citizen Representative  
 Jim Hutchinson, Select Board Representative  
 Norman Levey, At-Large Citizen Representative  
 Richard Selden, Conservation Commission Representative  
 Rich Rosenbaum, Finance Committee Liaison, Ex-Officio  
 Dan Pereira, Assistant Town Administrator, Ex-Officio

Since the establishment of the modified Capital Planning Bylaw, the Capital Planning Committee (CapCom) has been 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 the past year, CapCom also continued its work establishing a 5+ year capital plan with each town department.

In Fall 2022, the CapCom reviewed departments’ requests for FY24 (totaling \$1,732,251) and recommended funding as shown in the following table:

<b>FY24 initial proposals listed in priority order for each department</b>	<b>Requested Amount</b>	<b>Approved Cash Capital Items</b>	<b>Approved Maint. Items</b>
<b>BICYCLE &amp; PEDESTRIAN ADVISORY COMMITTEE</b>			
Concept Design Biking/Walking Road Improvements	\$80,000	\$36,000	
<b>BPAC Sub-total</b>	<b>\$80,000</b>	<b>\$36,000</b>	<b>\$0</b>
<b>CONSERVATION</b>			
F350 Pick Up w/ Plow and Liftgate	\$72,427	\$72,427	
Rock Rake	\$10,647	\$10,647	
<b>Conservation Sub-total</b>	<b>\$83,074</b>	<b>\$83,074</b>	<b>\$0</b>
<b>DPW</b>			
Pick-up Truck with Utility Body	\$66,000	\$66,000	
Superintendents Car	\$35,000	\$35,000	

Transfer Station Compactor Replacement	\$47,000	\$47,000	
Hook Truck Components	\$50,000	\$26,000	
<b>DPW Sub-total</b>	<b>\$198,000</b>	<b>\$174,000</b>	<b>\$0</b>
<b>FIRE DEPARTMENT / EMS</b>			
Replace "Ambulance 2"	\$520,000	\$520,000	
Quint Additional Repairs	\$30,000	\$30,000	
LUCAS CPR Device	\$22,000	\$0	
<b>Fire Sub-total</b>	<b>\$572,000</b>	<b>\$550,000</b>	<b>\$0</b>
<b>INFORMATION TECHNOLOGY</b>			
Server Upgrades	\$50,000	\$50,000	
IT Long-Range Plan	\$40,000	\$0	
<b>IT Sub-total</b>	<b>\$90,000</b>	<b>\$50,000</b>	<b>\$0</b>
<b>LIBRARY</b>			
Maintenance	\$65,600		\$61,975
Replace Bluestone Terrace	\$47,300	\$47,300	
<b>Library Sub-total</b>	<b>\$112,900</b>	<b>\$47,300</b>	<b>\$61,975</b>
<b>LINCOLN PUBLIC SCHOOLS (LPS)</b>			
Genie Vertical Lift	\$30,000	\$30,000	
Hartwell -- Energy-efficient AC for North Pre-K	\$37,000	\$37,000	
Replace Maintenance vehicle	\$76,000	\$0	
Campus Security Cameras	\$130,353	\$0	
Emergency Radios	\$51,644	\$51,644	
Hartwell Complex -- Exterior Painting	\$20,000	\$0	
<b>LPS Sub-total</b>	<b>\$344,997</b>	<b>\$118,644</b>	<b>\$0</b>
<b>LSRHS</b>			
Exterior Masonry (stairwells)	\$28,072	\$3,328	
Lighting Control Analog Panel Replacement	\$21,980	\$0	
Technology Replace Camera System	\$29,684	\$29,684	
Replace 15 passenger van	\$7,880	\$2,412	
<b>LSRHS Sub-total</b>	<b>\$87,616</b>	<b>\$35,424</b>	<b>\$0</b>

<b>PARKS AND RECREATION</b>			
Pool Slide Replacement	\$18,842	\$18,842	
<b>Parks and Recreation Sub-total</b>	<b>\$18,842</b>	<b>\$18,842</b>	<b>\$0</b>
<b>POLICE DEPARTMENT</b>			
Replacement of one (1) police vehicle	\$59,092	\$59,092	
Replacement of five (5) Electronic Control Devices	\$9,000	\$9,000	
<b>Police Sub-total</b>	<b>\$68,092</b>	<b>\$68,092</b>	<b>\$0</b>
<b>TOWN FACILITIES</b>			
Maintenance	\$76,730		\$76,730
<b>Facilities Sub-total</b>	<b>\$76,730</b>	<b>\$0</b>	<b>\$76,730</b>
<b>ANNUAL TOTALS</b>	<b>\$1,732,251</b>	<b>\$1,181,376</b>	<b>\$138,705</b>

On Saturday, March 25, 2023, attendees at Annual Town Meeting approved all recommendations.

## COMMUNITY PRESERVATION COMMITTEE

Craig Donaldson  
 Evan Gorman  
 Fuat Koro  
 Margaret Olson  
 John Ottenberg  
 Thornton Ring  
 Kathleen Shepard  
 Allen Vander Meulen  
 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 2023, the CPC proposed, and the Town approved the following CPA fund appropriations:

Town Office Renovation -debt service	296,060
Housing Rental Assistance program	98,863
Housing Support Services	30,700
Library Gund Chimney Repair	35,640
Archives- Flint Family historical documents	28,274
Massachusetts Historical Commission Surveys for Historically and Architecturally Significant Buildings	5,000
Improved Trailhead & Wayfinding Signage	7,266
75 Tower Road Driveway & Erosion Issues	32,000
75 Tower Road Exterior Repairs	70,700
65 & 75 Tower Road Radon Remediation	5,000
All Housing Units- Replace Heating Systems	137,800
Debt Service on Wang Property	107,550
Administrative Expenses	3,500
<b>Total</b>	<b>858,353</b>

The table below summarizes total appropriations and expenditures by the Town for projects funded using CPA funds from 2012 through 2023.

Town of Lincoln				
CPA Appropriations & Project Status				
2013-2023				
Project	Appropriation	Paid to Date	Balance	Status of Project
75 Tower Rd Renovation	150,000	150,000	-	Complete
Admin Expenses	38,000	37,875	125	Complete
Arborvitae Cemetery	50,000	50,000	-	Complete
Bemis Hall Repairs	450,313	346,491	103,822	In Progress
Codman Barn Repairs	111,500	71,672	39,828	In Progress
Codman Farm Hay Barn structural study	5,000	5,000	-	Complete
Codman Farm Main Barn electrical work	15,000	15,000	-	Complete
Codman Tot Pool Renovation	182,000	151,475	30,525	Complete
Conservation restriction	100,000	-	100,000	Withdrawn
Conservation Stonewall Restoration	20,000	20,000	-	Complete
Debt Service on Town Office Renovation	4,184,311	3,928,781	255,530	In Progress
Flint Homestead Survey	8,000	7,860	140	Complete
Fund debt service on borrowing for CPC project	1,492,201	1,388,520	103,681	In Progress
Funding of Affordable Housing Trust	368,329	368,329	-	Complete
Funding of Conservation Fund	261,774	261,774	-	Complete
FY15 FoMA area studies	6,000	6,000	-	Complete
Historic Properties Inventory	37,000	31,800	5,200	In Progress
Historic records archive and preservation	360,242	309,309	50,933	In Progress
Land Acquisition	1,225,000	1,225,000	-	Complete
LSRHS Softball Field	50,000	-	50,000	Withdrawn
Multi-sport Court	146,000	146,000	-	Complete
Pierce House Repairs	175,480	106,994	68,486	In Progress
Rehabilitation of tennis courts	20,000	20,000	-	Complete
Repairs & Improvements to Lincoln Library	693,140	603,688	89,452	In Progress
Smith School Playground	50,000	50,000	-	Complete
Wayfinding Battle Road Byway	1,000	-	1,000	In Progress
Wetland Trail and Observation Platform	137,355	114,543	22,812	In Progress
Reconstruct Bemis Hall Basement	290,000	107,946	182,054	Complete
Community Housing Rental Assistance Prog	269,863	221,594	48,269	In Progress
Codman Pool Chemistry Controller	42,500	42,500	-	Complete
Codman & Ballfield Rd- Athletic Fields Irrigation	400,000	343,905	56,095	In Progress
Regional Housing Support Services	91,700	91,550	150	In Progress
Codman Farm Repairs	329,950	329,950	-	Complete
School Playgrounds	161,200	161,200	-	Complete
Drainage Study-Town Office Athletic Fields	26,800	25,000	1,800	In Progress
Town Office Athletic Fields drainage Improvements	310,000	42,428	267,572	In Progress
Conservation Improved Trailhead & Wayfinding Signage	7,266	-	7,266	In Progress
Housing Commission -Affordable Housing Unit Repairs	245,500	16,022	229,478	In Progress
<b>Grand Total</b>	<b>12,512,424</b>	<b>10,798,205</b>	<b>1,714,219</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 51% match in FY2023. Even at the current level of matching, savings to the Town are substantial.

The committee is currently reviewing proposals for the 2024 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 input during all stages of our process – requesting, examining, and decision- making.

**OGDEN CODMAN TRUST**

The Ogden Codman Trust was created under the will of Dorothy S. F. M. Codman. Grants are geographically restricted to organizations and activities located within the Town of Lincoln and which primarily serve residents of the Town. Information about the trust, including its history and grant guidelines can be found at [www.codmantrust.org](http://www.codmantrust.org).

2023 marked the 50<sup>th</sup> anniversary of Codman Community Farms. It was with great enthusiasm that the trustees made a \$150,000 grant to support their 50<sup>th</sup> Anniversary Capital Campaign.

**The following is a list of all the grants that the trustees made in 2023:**

Organization	Project	Grant Amount
<b>Codman Community Farms</b>	<i>Grant for “Growing Community – 50<sup>th</sup> Anniversary Capital Campaign”</i>	<b>\$150,000</b>
<b>Food Project</b>	<i>Grant for New Covers for the Longhouses (Greenhouses) at the Lincoln Farm</i>	<b>\$3,200</b>
<b>Town of Lincoln Parks and Recreation</b>	<i>Grant for 2023 Summer Camp Scholarships</i>	<b>\$15,000</b>
<b>St. Vincent de Paul Society – St. Joseph Conference</b>	<i>Grant for Fundraising Support</i>	<b>\$15,000</b>
<b>Town of Lincoln – Commissioners of Trust Funds</b>	<i>Grant for Codman Scholarship Endowment Fund</i>	<b>\$57,500</b>
<b>Town of Lincoln</b>	<i>Grant for Town Hall Patio Project</i>	<b>\$5,000</b>
		<b>\$245,700.00</b>

Respectfully Submitted,

Susan T. Monahan, Trustee  
 Michael F. O’Connell, Trustee  
 Stacie Kosinski, Trustee\* (\*appointment in progress at Middlesex Probate Court)

## INFORMATION TECHNOLOGY

Michael Dolan, Director

**EMAIL Migration** – The town previously had on premise email servers for over twenty years. Because of security requirements and the complexity of server updates, the town had moved email to Microsoft 365. This move allows us to shift to security compliant government GCC licensing and provides convenient access to email outside of the town’s network. Moving email to Microsoft 365 also allows us to permanently remove three servers from our existing infrastructure.

**Database Server Upgrade** – A new SQL Database and Application server has been installed and is currently online. The new servers host our CAMA (Assessors) database and our door security application. Both servers will eventually host other applications such as paging for Public Safety and potentially other applications that cannot be moved to the cloud.

**Multifactor Authentication** – In addition to Microsoft 365 cloud services we are now required to have Multifactor Authentication for email and other office applications. This is required for insurance purposes and will ensure that any access to email will trigger an authorization code that must be acknowledged on a registered device.

**File Server Migration** – The town currently has three servers that host all our department documents. These servers will be replaced with two servers at different physical locations which will mirror the data at each site for data redundancy. The new servers have been installed and data migration will be completed by mid-February. These servers will also increase our storage capacity to accommodate meeting videos and archival information. A new virtual platform will host the file servers that will increase security by segregating server traffic to a single backbone as well as providing easier restoration for disaster recovery.

**Endpoint Security Implementation** – Antivirus software alone is no longer effective in preventing data breaches. We have implemented a new endpoint security application on all the workstations and servers that will actively respond to threats. All endpoints are now monitored for malware or suspicious network activity. The software is monitored 24/7 and is capable of automatically terminating suspicious processes.

**Staff Turnover Policies** – Information Technology has created standardized forms for adding or removing employees and shutting off or providing access to data accordingly. Also, a new password complexity requirement will be introduced to meet new insurance standards.

**Upcoming Replacements** – Many laptops and desktops were introduced in 2019 and their lifecycle is starting to reach the end. The focus will be to start replacing these devices as well as many of our older printers over the next couple of years.

## **FACILITIES**

Facilities Director: Brandon Kelly  
Building Systems and Energy Manager: Lenny Brooks  
Administrative Assistant: Kerry Parrella  
Custodian/ Maintenance: Rod McDonald

The Facilities Department maintains and oversees over 458,500 square feet of municipal buildings with an assessed (building only) value exceeding \$215 million dollars. The department oversees 6 school buildings and 7 town buildings. The Department has a total of 21 employees. Broken down there are 3 full time employees who work for both the schools and the town, 13 school custodians, 1 school maintenance worker, 3 part time school employees and 1 full time town employee who performs custodial and maintenance duties.

The Facilities staff dedicated to the town work primarily the day shift and are responsible for the maintenance, cleaning, and operations of the town buildings. Some tasks are:

- Daily cleaning of all areas
- Set up and breakdown of events
- Physical repairs and maintenance of all areas
- Monitoring of building systems to include HVAC, lighting systems, door access controls, plumbing and electrical
- Oversight of all contracted services
- Procuring and implementation of all capital projects

### **Capital Projects**

The Town capital planning process handles the initiatives directed at improvement of Town facilities. The Facilities Department has developed a 5-year capital forecast to assist in the planning of our annual requests. These requests are then prioritized and approved for a Town Meeting vote by the Capital Planning Committee.

### **Vehicles**

The Facilities Department currently has 2 vehicles that serve the town side. One is used for the facilities director, and the second is for the Building System Manager. The department has instituted a practice of using old police vehicles whenever possible.

### **Green Initiatives**

The Facilities Department has successfully gone to an all-green cleaning approach. The cleaning products we use within the town buildings are natural eco-friendly products. This practice allows us to maintain a clean and safe work

environment. We also support the Town's Integrated Pest Management Plan when servicing grounds.

In an effort to reach the Town's energy goals, the department also evaluates building system repairs to see if greener alternatives are appropriate.

### **Maintenance**

The Facilities Department assesses every maintenance request, preventative or emergency, to see if the skilled team of in-house employees can perform the task. Only larger projects or tasks requiring licensed professionals are contracted out. Through training and classes our team of in-house employees has been able to take on more of the required maintenance, helping to save the operating budget from the inflated cost of outside contractors.

### **Utilities**

The cost of utilities has remained relatively constant over the past several years, through a combination of long-term contracts for commodity gas and electricity, and mild weather in both winter and summer which led to short heating and cooling seasons. The Town just renegotiated the utility rates for the next two years executing and a new contract was signed for the remaining Town Building electric and gas rates.

# PUBLIC SAFETY

## POLICE DEPARTMENT

**Acting Chief:** Sean E. Kennedy **Officers:** Matthew Armata  
Nicholas Facciolo  
Seth Gordon  
David Regan  
Laura Stewart

**Sergeants:** Anthony Moran  
Ian Spencer  
Jon Wentworth

**Dispatchers:** Michael Keough  
Leo Parnell

**Admin. Assistant:** Catherine Dubeshter  
Jonathan Poisson  
Mark Sefton

The Lincoln Police Department is committed and dedicated to the needs of our community. We strive to provide quality police services in an effective, responsive, and professional manner. Our responsibility is to maintain order while treating every individual we encounter with respect, dignity, and compassion. Our objective is to improve the quality of life through community and interagency partnerships to promote a safe and secure community for all.

In 2023, there were a number of personnel changes within the department. In April, Sergeant Richard McCarty retired after thirty-five years of service to the Town of Lincoln. As a result, Ian Spencer was promoted to Sergeant. In December, Chief A. Kevin Kennedy retired after thirty-one years of service to the Town of Lincoln. As a result, Sean E. Kennedy was appointed Acting Chief. Later in December, Sergeant Paul Westlund retired after twenty-three years of service to the Town of Lincoln. The department currently has two (2) Student Officers attending the full-time Massachusetts Municipal Police Training Committee's Recruit Officer Course in Lynnfield. The Student Officers will be graduating in January 2024.

In July of 2023, Officers Nicholas Facciolo and Seth Gordon completed the full-time Massachusetts Municipal Police Training Committee's Recruit Officer Course in Lynnfield. The officers received twenty-four (24) weeks of training on such topics as criminal law, constitutional law, motor vehicle law, firearms, defensive tactics, emergency vehicle operations and applied patrol procedures. Upon completion of the academy, they received an additional ten (10) weeks of in-house field training with Sergeants Jon Wentworth, Anthony Moran, and Officer Matthew Armata.

The following are highlights of the department for 2023.

**Roadway Safety:** The department continues to be an active participant with both the Roadway Traffic Committee and Bicycle & Pedestrian Advisory Committee. We continue our Traffic Monitoring Program which deploys traffic counters at various 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. The department received a Municipal Road Safety Grant of \$ 19,549.53 from the Commonwealth of Massachusetts. Funds will be used for enforcement campaigns to include speeding, crosswalk violations, seatbelt violations, aggressive driving, and operating under the influence offenses. A portion of the funds were used to purchase two (2) driver speed awareness signs which will be deployed throughout the town.

**Police Training:** In addition to our annual forty (40) hours of in-service training, all officers and firefighters trained with our regional partners of Concord, Wayland, and Sudbury Police and Fire Departments on responding to an Active Shooter/Hostile Event. Officers Facciolo and Gordon attended our partner Domestic Violence Services Network's forty (40) hours of Domestic Violence Advocate Training. Officers Facciolo and Gordon also attended Eliot Human Services Co-response mental health training.

**Committees:** Members of the department continue to be active participants on the following committees:

- Public Health Committee,
- Roadway Traffic Committee,
- Bicycle & Pedestrian Advisory Committee
- School Building Committee
- IDEA (Inclusion, Diversity, Equity and Anti Racism) Committee
- IDEA (Inclusion, Diversity, Equity and Anti Racism) Initiative – Town Employees
- Lincoln-Sudbury Racial Climate Task Force
- Lincoln Public Schools Anti-Racism, Inclusion, and Diversity Advisory Group (LAAG)

**Police Intervention:** The department's partnership with Domestic Violence Services Network and Eliot Community Human Services has allowed victims, families and individuals dealing with domestic violence, mental health and/or substance abuse to connect with necessary services, both locally and through their health insurance.

**Community Outreach:** Members of the department participated in the “No Shave November” campaign which raises money to support the Home Base program which provides mental health services for our military veterans. During the holidays, the department participated in the Toys for Tots program as well as raised funds from members of the department to provide Lincoln residents with financial assistance with gift cards for food and holiday gifts.

**PROTECTION OF PERSONS & PROPERTY:** The following is a summary of activity by the Lincoln Police Department for the 2023 calendar year.

Calls for Service	3,638
Crimes against Person	16
Crimes against Property	18
Larceny/Fraud	84
Arrests	18
Criminal Complaints	31
Traffic Stops	794
Traffic Citations	655
Operating Under the Influence	8
Accident Investigations	85

***Sean E. Kennedy, Acting Chief of Police***

## **FIRE DEPARTMENT**

**Fire Chief:** Brian J Young

**Lieutenants/Shift Commanders:**

Scott Christensen (Fleet Mechanic)  
Ben Juhola (Training Coordinator)

Mark Mola  
Tim Neufell (Fire Prevention)

**Firefighters:**

Joseph Cavanaugh  
Dave Appleton  
Caleb Hagarty (P.I.O.)

Mike O'Donnell  
Michael Gassiraro (EMS Coordinator)  
Kevin Kirmelewicz (L.E.P.C./Fire Alarm)

Joseph Lenox IV  
Tom Pianka

Thomas Blair

**Call Firefighters:**

Dave Whalen  
Eric Larson  
Chris DeBernardi  
Chris Page

Tom Routhier  
Paul Penachio  
Brendan Scurlock  
Michael Devlin

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.

2023 was a busy year. Our average annual run volume over the past 5 years is 1440 per year. This past year, we had a total of 1485 emergency responses, a slight decrease from last year. Our medical transports increased slightly this year. Due to the activity, we had to call 55 mutual aid ambulances to assist when our ambulance was already busy on a previous incident.

**Grants:** This year has been very successful regarding state grants; we just finished our 2023 SAFE and Senior Safe grant and have applied for another SAFE grant for 2024. This grant pays for supplies and time for firefighters to visit every student in elementary school and explain the dangers of fire and ways to stay safe in case of an emergency. This has been very rewarding, such as when we found out a child dialed 911 for a parent in distress.

The Senior Safe side of this grant allows for supplies and a firefighter to assist in replacing batteries and old smoke detectors in residents' homes that are over 65. This has been a great program as we believe early warnings save lives. This program has become so popular that we typically run out of supplies and must

wait for the grant to be renewed to continue supplying senior citizens with detectors.

We have received a grant from the Department of Fire Services that will cover the cost of a PPE gear dryer and Ice rescue equipment.

We will be applying for a FEMA firefighter assistance grant for a \$20,000 gear washer and additional turnout gear for our call firefighters.

**Inspections:** In previous town reports we have only reported emergency responses. Going forward, we will be including inspections to give an idea of the activity and fire prevention work that is done behind the scenes. Below you will see those numbers included in “total responses.”

**Apparatus:** We finally took delivery of our fully refurbished Ladder 1 truck in November. Ladder 1 is a 105’ aerial that creates a safe working space for firefighters working on or near a roof. We are optimistic this project will add 12-15 years to the life of this apparatus. The truck needed a few finishing touches and is officially back in service. Check out a virtual tour of the 105’ Aerial climb on our Instagram page @lincoln\_mafire

Ambulance 2 has been ordered. Although we were scheduled to purchase a new ambulance next year, the wait time for an ambulance build is up to 26 months. We Moved the priority up one year to help account for the build time. A new ambulance to replace A2 is expected to arrive in July of 2026. Ambulance 2 will replace our 2015 Ford ambulance.

**Summary:**

- 1690 Total responses
- 1485 Total emergency calls
- 205 Inspections, including 97 26F Smoke/CO certificates
- 817 Emergency Medical responses
- 562 Transports to the hospital
- 235 Smoke detector activations
- 145 Residential fire alarms
- 22 Trees and wires down
- 103 Mutual aid incidents including 33 ambulance calls and 10 structure fires
- 67 Motor vehicle accidents with 30 reported as possible injuries
- 21 Carbon Monoxide incidents
- 9 Brush fires
- 1 Structure fires
- 2 Vehicle fires

## BUILDING DEPARTMENT

Mark Robidoux, Building Commissioner  
Victoria Benalfew, Administrative Assistant  
Robert Norton, Wiring Inspector  
Welter Rasmussen , Plumbing/Gas Inspector

This has been a very busy year with the ongoing public school and solar project renovation, along with many residential projects. The State has adopted new energy codes including the stretch code. These amendments are on our building department website for your review at: <https://www.lincolntown.org/242/Building-Engineering>, and we welcome questions on this evolving code as the Town goes all electric for new homes and large additions, as well as commercial projects in June 2024.

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 public safety and the construction and occupancy of buildings and structures.

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 improving operational efficiency, and to enhance service delivery.

Values of construction permits for work during the past year as submitted by applicants in 2023:

Building (Residential and Commercial)	\$23,070,760.30
Plumbing (Residential and Commercial)	\$1,051,831.96
Electrical (Residential and Commercial)	\$2,639,159.51
Gas (Residential and Commercial)	\$388,920.48
Total	\$27,150,672.25

Permit Fees Collected in 2023 – Residential and Commercial	
Building	\$351,358.00
Plumbing/Gas	\$31,788.56
Electrical	\$ 101,040.72

Total	\$484,187.28
-------	--------------

<b>Building Permits Issued in 2023</b>	
New Residential	2
Additions and Remodeling	119
Garages and barns	9
Decks and porches	27
Sheds	6
Sheet Metal Permits	23
Demolitions (house)	1
Demolitions (accessory structures)	3
Re-roofing	52
Tents (temporary)	21
Wood Burning Stoves	6
Cell Tower – changes to existing	1
Accessory Apartments	3
Solar Panels	30
Pools/Spas	3
Fences	0
Signs	1

Building Permits Issued:	307
Plumbing/Gas Permits Issued:	255
Electrical Permits Issued:	310
Total Permits Issued:	872

The Building Department is located on the second floor of the Town Office 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.

In 2023, Mr. Mulvey inspected 3 service stations, 5 Farm Stands and Donelan's Supermarket in Town as required by the Commonwealth of Massachusetts.

Service Stations	3
Supermarkets	1
Farm Stands	5
Sealing fees	\$1082.00

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

## **BOARD OF HEALTH**

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

The Board of Health usually meets the first or second 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 Administrative Assistant is Victoria Benalfew, who is also the Administrative Assistant for the Building Department. Inspectional services are provided through an intermunicipal agreement with the Town of Concord.

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 on-site wastewater system program and enforcing the state sanitary code for food establishments, inspecting summer camps, swimming pools, beaches and private water wells for health and safety issues as well as overseeing the mosquito control programs and supporting mental health services for Lincoln residents through Eliot Community Human Services. In 2022 more mental health clinics for adults and adolescents were added due to the effects of the pandemic with the help of Eliot Community Human Services. These services continue to be available for residents. The Board has worked to facilitate radon testing for homeowners. In addition, the board works closely with the Town appointed Animal Control Officers to provide barn inspections, animal census and provide response to animal-involved complaints.

### **PERMIT ACTIVITY**

In 2023, the Board of Health granted 7 well permits, 2 pool permits, 4 recreational camp permits and 34 septic permits. In addition, 38 food inspections were conducted at 26 permitted food establishments.

Agents also responded to 14 complaints including housing, noise, and other nuisances.

The Concord Health Division worked with the Board of Health to host an information session on radon for the Town and develop an informational flyer. The Board of Health currently has radon test equipment available for any resident who may wish to test their home.

## HEARINGS

No variances to local septic regulations were granted in 2023.

The Board continues holding meetings on Zoom. Trish McGean continues to provide updates monthly on COVID-19 and flu cases in Lincoln. The Board has set up a radon detection kit loaner program at the Town Hall for residents.

Trish McGean has continued working tirelessly to coordinate various COVID and flu clinics for seniors and town residents at the school and First Parish Parsonage in addition to her regular duties as Town nurse.

## OTHER ACTIVITIES

	Disease Reports	2021	2022	2023
<i>Communicable disease control:</i> Communicable disease reports regarding Lincoln residents are forwarded to Trish McGean, Town Nurse, for review and possible follow-up. Case reports investigated for the Board of Health since 2021 are summarized in 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	Lyme Disease	31	44	27
	Salmonella	0	2	1
	Monkeypox	-	0	-
	Human Granulocytic Anaplasmosis	9	6	8
	Campylobacteriosis	1	1	1
	Yersinia	-	1	-
	Influenza	1	34	12
	Hepatitis E	1	1	-
	Varicella	2	0	-
	Hepatitis B	1	0	-
	Babesiosis	5	3	3
	Hepatitis A	1	0	-
	Hepatitis C	2	0	1
	Giardiasis	1	2	-
	COVID-19 lab	224	602	98

communicable diseases.

## HAZARDOUS WASTE COLLECTIONS:

This year we continued to use ACV for hazardous waste collection. Registration will remain online, which has been very successful. Lincoln is one of several towns participating 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. 2024 collection dates are not available at this time.

The following are the totals from 2015 through 2023 minus 2020 which was not required by DPH because of COVID-19.

**ANIMAL CENSUS:**

The following table lists the population of farm animals since 2015.

Type	2015	2016	2017	2018	2019	2021	2022	2023
Cattle, beef	39	48	31	36	38	40	40	36
Cattle, yearlings	0	0	0	0	0	0	0	0
Goats	6	0	0	0	0	22	16	27
Sheep	132	133	127	103	109	89	99	156
Rabbits	4	0	0	0	0	9	0	0
Swine	26	13	22	22	25	19	22	12
Horses/Ponies	60	59	49	49	49	40	47	42
Llamas/Alpacas	7	7	7	8	8	6	5	5
Emu	0	0	0	0	0	0	0	1
Chickens	563	1196	1383	1052	1211	1194	1077	1005
Turkeys	0	0	0	0	0	0	0	0
Waterfowl	14	12	10	13	17	15	4	15
Geese	7	0	9	1	1	0	0	0
Guinea Hens	0	0	0	6	0	0	0	0
Pigeons	0	6	0	0	0	0	0	0

<b>TOTAL NUMBER CALLS HANDLED - 2023</b>	<b>112</b>
# Complaint Calls	22
# Lost Dog Calls	8
# Lost Cat Calls	0
# Other Cat related calls	2
# Animal / Wildlife Calls	20
# Miscellaneous Calls	27
<b>TOTAL # ANIMALS PICKED UP</b>	<b>0</b>
Total # not licensed	
Total # dogs not claimed	
# still in dog officer custody	
#surrendered to Humane Shelter	
<b>TOTAL # HUMAN BITE OR ANIMAL BITE CALLS</b>	<b>2</b>
<b>TOTAL # QUARANTINE ORDERS ISSUED/RELEASED</b>	<b>2</b>
<b>TOTAL # CITATIONS ISSUED</b>	
# No license citations	
# Leash Law/Dog not under owner control	
<b>Barn Inspections Completed in 2023</b>	<b>29</b>
<b>#Animal Specimens submitted to State Lab</b>	<b>0</b>

## COMMUNITY CENTER BUILDING COMMITTEE (CCBC)

Timothy Christenfeld  
Jonathan Dwyer, Co-Chair  
Ellen Meyer Shorb  
Rob Stringer  
Allison Taunton-Rigby  
Susan Taylor  
Dilla Tingley  
Krystal Wood  
Sarah Chester, Chair

**Overview.** The CCBC was established at the March 2022 Town Meeting under the auspices of the Select Board. In addition to the voting members listed above, we include 6 ex-officio staff members and about 16 liaisons from stakeholder boards, committees, and organizations.

Our charge is to move the planning and design process for a Community Center forward. The Special Town Meeting (STM) of Nov. 30, 2022, authorized \$325,000 for CCBC to hire an architect and other professional services to develop a design concept. But due to increasing costs, the STM also directed the CCBC to develop additional options including ones to cost up to 50% and 75% of the then-approximately \$25 million projected for the legacy designs held over from the 2018 Community Center Preliminary Planning and Design Committee. The three design options (at the 50%, 75%, and 100% cost levels) would then be presented for selection of a final concept at the December 2023 STM.

**What Is a Community Center?** It is a warm and inviting place that fosters sharing and fellowship. It brings together residents of all generations to join in the civic, social, and cultural life of the town. It provides human services and recreational programs for all ages. For Lincoln, it is a building that shares resources that will meet the needs of the Council on Aging & Human Services (COA&HS), the Parks & Recreation Department (PRD), Lincoln Extended-Day Activities Program (LEAP), and other community organizations. This community center, which contains the two departments and LEAP, benefits the town both socially and economically. It ensures that seniors (who constitute about one-third of Lincoln residents) are fully included in recreational, social, and cultural events; it enables the COA&HS and PRD to program activities across generations; it enables our community's afterschool program to have upgraded facilities and access to additional resources; it saves the taxpayers money by providing these resources all in the same building with shared, adaptable spaces; and it will serve the community well into the future.

**Tasks to Date.** Following the 2022 STM authorization of funding for professional services, the CCBC published a request for proposals in early January 2023, followed an extensive selection process, and hired ICON Architecture in late February. In subsequent months, CCBC and ICON worked to learn the needs of the town; of the COA&HS, the PRD, and LEAP; as well as of the site and the campus. We held open committee meetings twice per month starting in April and 8 monthly community forums. We visited and consulted over 13 community centers and Councils on Aging and researched 16 benchmark towns to ensure that our community center size and costs were comparable. We conducted a survey on what the town values (receiving almost 600 responses) and on what the town committees and boards need and want from a community center. At the Sept. 30, 2023, State of the Town Meeting, CCBC asked over 300 attendees for their ranked preferences among the finalist design options at the three cost levels and asked them to post their questions and comments on sticky notes so we could record and publish responses to them. We communicated regularly with the town via Lincoln Talk, Lincoln Squirrel, email lists, and hard-copy mailings. We held coffees and other informal means of outreach, including at homes, common rooms, offices, the Scarecrow Classic and other townwide events, the Transfer Station, and Donelan's. And we posted all of the information on the committee's website at [LincolnCommunityCenter.com](http://LincolnCommunityCenter.com).

**Key Decisions.** Through extensive stakeholder research and consultation, the CCBC and ICON determined the amount of space needed at each cost level to meet program needs. We also concluded that, because of LEAP's close physical proximity in Pod C and its heavy use of both PRD resources and the Hartwell grounds, it should become part of the community center and thus be accommodated as much as possible in the three design concepts. While the 50% cost restrictions did not allow even a renovation of Pod C, the 75% option located LEAP in a renovated Pod connected to the center, and the 100% option located it within a newly built community center. The safety and playground needs of Magic Garden, and the concerns of the School, Hartwell Main, and all regulatory boards and committees were at least preliminarily addressed in the three final design concepts.

**Conclusion.** The CCBC presented design concepts at the three cost levels to the STM on Dec. 2, 2023. An initial paper ballot narrowed the choices from three to two designs, eliminating the 50% option since it received only 16% of the votes. A second, standing vote selected the 100% option to go forward, receiving 59% of the 648 votes. CCBC and ICON are developing this 100% design further, with financial and other concerns foremost in mind, to present for final town approval at the March 2024 Town Meeting.

## LINCOLN COUNCIL ON AGING & HUMAN SERVICES

Thomas Casey  
Laura Crosby, Vice-Chair  
Sally Kindleberger  
Wendy Kusik  
Donald Milan  
Jane O'Rourke  
Terry Perlmutter  
Kathy Ramon  
Donna Rizzo  
Peter Von Mertens  
Hope White  
Dilla Tingley, Chair

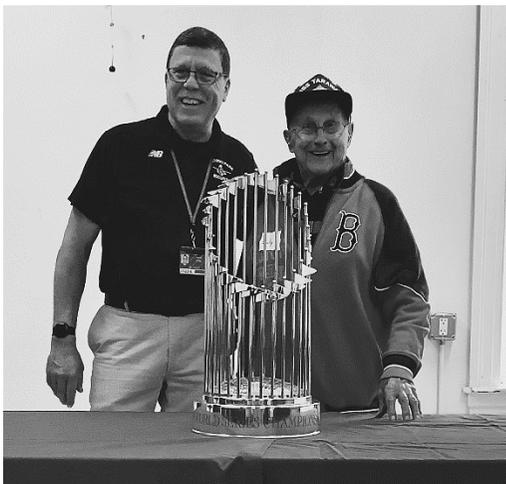
**Mission Statement** – The Council on Aging & Human Services (COA&HS) is a welcoming organization that embraces diversity, equity, and inclusion. The COA&HS strives to enrich the lives of Lincoln's residents 60 years of age or older (approximately 1/3 of the population) and assist these residents to remain safely and independently in our community. In addition, the COA&HS provides a variety of human services to Lincoln residents of all ages who are in serious financial crisis or need help in caring for elders. We also develop new social service resources for residents of all ages in collaboration with other Town departments and organizations. Most 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, much of our effort over the past year has focused on working with the Community Center Building Committee towards the eventual construction of a community center.

In addition, we strive to offer a slate of programs that meet the needs of and represent the wide diversity of Lincoln residents, including seniors and "near seniors," caregivers and family members, and children and young people. Among this year's highlights:

- Lincoln Academy presentations on Codman Farms, Lunar New Year, Operation Desert Storm, Black History Month in the era of CRT & book banning, and more.
- Cultural programs funded by the Friends of the COA and the Friends of the Library including Under Milkwood, Celtic Music, 1908 Tea, Ruth Bader Ginsburg and more.

- New groups including Mah Jongg, Zumba Gold, Bereavement Support, and Doo Wop.
- Health trainings, and events such as COVID and Flu Vaccine clinics, CPR, Stop the Bleed, Health, and Wellness Fair, and more.
- Many programs on important issues such as preventing fraud and scams, aging in place, community factors influence on health and longevity, and Medicare.
- Trips to Tanglewood, the Salem Cross Inn, Turkey Train, and a Harbor Cruise.



*Photo: Town resident, Florenzo “Lolly” Evangelista and Red Sox staff member pose with the Red Sox World Series Trophy during the COA&HS Health and Wellness Fair.*

We are profoundly grateful for existing and evolving relationships with various community groups. Collaboration with the Lincoln Garden Club has resulted in fresh floral arrangements at special Senior Dining meals and seasonal planter arrangements in front of Bemis Hall. Growing partnership with Magic Garden has provided homemade baked treats monthly to Senior Dining. Continued partnership with Housing Commission, Community Preservation Commission, Board of Assessors, and Water Commissioner have ensured property tax discounts, rental assistance payments, and water bill discounts to many Lincoln households.

New partnerships with the Lincoln Agricultural Commission, Massachusetts Department of Agriculture, Massachusetts Councils on Aging, and Codman Community Farms triggered a statewide increase in the Farmers Market Nutrition Coupon Program the likes of which had not been seen in 40 years. We are especially thankful to the Lincoln Agricultural Commission and Codman Community Farms. Because of their help, Lincoln residents now have access to SNAP HIP benefits within the town and a vendor that accepts Farmers Market Nutrition Coupons within a walkable distance from public transportation.

## BEMIS TRUST

Mimi Borden  
Sara Mattes  
Rachel Marie Schachter

This past year continued to pose challenges for the Bemis Free Lecture Series and others scheduling public events. The explosion of Zoom events has made for lots of opportunities and choices, and we are exploring how best to complement the expanded offerings – and to find days and times that are open!

Our 2023 series opened with a concert given by the *Joyful Voices Gospel Choir* during Winter Carnival. An all-ages crowd packed the Lincoln School auditorium for an inspiring afternoon of music and storytelling. The concert was the last event for trustee Heather Ring, and we are so grateful for her contributions to the series.

With the arrival of our newest trustee, Rachel Marie Schachter and her trove of artistic and technical expertise, we delivered our first hybrid event (simultaneously in person and online) in the fall. Along with the Friends of Minute Man Park, LLCT, Lincoln Historical Society, and the Walden Woods Project, we hosted award-winning author and journalist Nate Schweber (*This America of Ours*) to discuss the life and works of former Lincoln residents and eco-warriors, Bernard and Avis DeVoto. Nate was an extremely charismatic presenter and having the DeVoto's son Mark in the audience and as part of the discussion just added to the warmth of the gathering and the wonder of the DeVoto's story.

We also used this program as an opportunity to launch a Bemis Lecture YouTube channel and video archive. While we are in the early stages of using this new platform, we are excited about the possibilities of making our programming more accessible for the future.

Our 2024 launch will be a family-friendly musical event at Bemis Hall featuring *Phil and the Flying Leap*, a Boston-based, folk-vaudeville band that reimagines the Great American Songbook for a contemporary audience. With Phil Berman on guitar, Sue Buzzard on violin, and Forrest Pettengill on bass, the band is known for stunning live performances full of lush arrangements and rich vocals.

In addition, we are part of the Lincoln250 Committee developing programming for the 250<sup>th</sup> celebration of April 19, 2025. There will be many events, small and large.

Again, we commit to programming, both virtual and in-person, that will welcome all ages and reflects Lincoln’s commitment to diversity, equity, and inclusion.

The Bemis Free Lecture Series began in 1892. It was held in Bemis Hall, which was built by Lincoln entrepreneur George Bemis. It was common for wealthy men of his era to leave a legacy of buildings, and George Bemis was no exception. Not only did he build the hall to be a town office and meeting place, but he built the second floor to be a lecture hall and performance space, and he endowed a lecture series.

The lecture series was modeled after the Chautauqua movement of his time, which aimed to bring entertainment and culture to the masses. The Bemis Trust charge for the lecture states that the series was “to bring education and edification to the citizens of Lincoln.” The ordinary folk of Lincoln were to enjoy what previously had been reserved for a wealthy and elite society. The endowment for the lecture series was doubled in 1982 by the bequest of native son, John Todd, and the charge expanded to include “entertainment and recreation.”

The series has hosted Robert Frost, Archibald Cox, John Kenneth Galbraith, Julie Taymor, Imago Theatre, Grace Paley, Dr. Benjamin Spock, The Steel Band of Blue Hill Maine, a basketball clinic run by Dave Cowens, Mission: Wolf, Margaret Mead, Julia Glass, Michael Fitzgerald, and many others of great note.

Today, the Bemis Free Lecture Series is administered by three elected trustees. We look forward to coming together for lectures and performances throughout the year ahead. Please reach out if you have any suggestions!

## VETERANS SERVICES

Peter Harvell, Veterans Services Officer

**Mission Statement:** The mission of the Lincoln Veterans Services Officer (VSO) is to advocate on behalf of all of Lincoln's veterans, provide them with quality support services and to direct the Commonwealth's Veterans Benefits, MGL Chapter 115 program of emergency financial assistance to those qualifying veterans and their dependents.

**Veterans Benefits** – The VSO also serves as a resource for veterans' benefits and entitlements. The VSO assists veterans and qualifying dependents apply for federal benefits such as: compensation, pension, Dependent Indemnity Compensation, VA healthcare, burials, and the GI Bill for education benefits. On the state and local level, we assist with: Veterans Annuity, property tax abatement, "Work Off" programs, war bonuses, and burials in state veteran's cemeteries, as well as administrating Chapter 115 Veterans Benefits.

**Memorial Day** – Parks and Rec worked very hard with Navy Captain Tom Risser to ensure the program was meaningful and enjoyable for all those who attended. Thanks to David Sequeira and Laurie Dumont of Parks and Rec, Chiefs Brian Young and Kevin Kennedy and their staff for the great cookout and to the Boy Scout for setting up and taking down the seating.

Special thank you again to Captain Risser for being the Master of Ceremonies and to Colonel Justin Collins, USAF for being the keynote speaker. Speaking of key notes, thank you Evangeline Packineau for her singing of the National Anthem, both verses!

**Independence Day** – This year's 4th of July Parade was again led by our intrepid Leader, Walther Van Wort. We hope more veterans will come out and march with us next year. A welcome addition to the Parade was a large contingent of floats and vehicles from Hanscom AFB. The Base Commander, Colonel Taona A. Enriquez, and the Command Chief Master Sergeant, Chief Master Sergeant Alan R. Weary led the contingent and their float with a replica of a Thunderbird F16 was a huge hit.

**VSO office hours** – Thursdays, 9AM-12PM at the Council on Aging & Human Services (COA&HS) in Bemis Hall. You may call on Thursdays mornings to speak to the VSO or call/email, 781-259-8811/[lincolnveterans@lincolntown.org](mailto:lincolnveterans@lincolntown.org) at any time to schedule an appointment.

**Follow us on Facebook** – Search for "Town of Lincoln Veteran Services."

## DEPARTMENT OF PUBLIC WORKS

Chris Bibbo – Superintendent  
Susan Donaldson – Office Manager  
Steve McDonald - Foreman  
Jim Durkin – Crew Chief  
Brian Kerrigan – Mechanic  
Ian Sears  
Steve Frias  
Danny Scirocco  
Brent Boudrot  
Jake Robinshaw

The Department of Public Works is responsible for the construction and maintenance of streets, snow and ice control, transfer station and recycling coordination, tree maintenance as well as cemetery maintenance and burials.

In 2023, the Public Works Department completed many projects and activities.

- Phase 2 of the Magnolia Path on Codman Road was completed.

As compared to the record winters in the past, January, February, and March of 2023 produced below average snow fall in Lincoln. DPW crews worked around the clock to maintain safe roadways and sidewalks and responded to 16 snow and ice events. The Department 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 need to be used.

During the spring, the Department continued the process of removing built-up sand on the roadway shoulders. This sand builds up during the winter and can interfere with the roadway drainage and is a major contribution to pavement damage.

During the summer, the Department performed roadside vegetative maintenance, roadway striping, filled potholes, and fixed road signs.

The Public Works Department continued to use its equipment to trim back overgrown 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 as well as tree clean up after several storms. The Department also continued with its roadside program, trimming various roadsides and intersections as well as removing numerous dead trees throughout town.

New signs provided by the state were added to roads in accordance with the new bicycle law that went into effect requiring motorists to maintain 4 feet when passing bicycles.

At the transfer station, a new trash compactor was installed as well as a new chute on the recycling container. The old recycling shed was removed and replaced with a new trailer to house the DPW staff and provide a better view of the operation of the Transfer Station. Stickers were also strictly enforced.

The Department continued with its DPW Newsletter which is mailed to all Lincoln households. The mission of the newsletter is to share with residents' accomplishments, highlights, and updates from the department.

The Department continued with the maintenance and operation of the Town's cemeteries and performed many cemetery burials.

Looking ahead to 2024, the Department anticipates another busy year with the continuation of roadside improvements, improvements to the Transfer Station, and additional road paving.

## **CEMETERY COMMISSION**

Douglas B. Harding, Chairperson

Manley B. Boyce

Conrad H. Todd

Valerie Fox, Agent for the Cemetery Commission and Town Clerk

We have a new official address. The cemetery that was formerly referred to as the Lincoln Cemetery now has the distinction of having the address of 44 Lexington Road, Lincoln, MA. A sign, with the new address, is at the entrance. An effort is underway to resurvey and align conflicting cemetery maps to assure our information is accurate and accessible. We are working with an online integrated and digital mapping cemetery platform known as "PlotBox." Once our information is complete, we will be able to submit our maps to PlotBox so that cemetery plots are defined and identified. This will make research for those looking for plots, monuments, or individuals easy to find. Genealogists will enjoy this innovative research option.

The most helpful function of PlotBox is that open cemetery lots, that are available for purchase, will be able to be accessed by individuals to view options within the cemetery. This is a convenient function for attaining information. Natalie Rice, as assistant to Lincoln Town Clerk, Valerie Fox, and James Durkin, of the Lincoln Highway Department, are undertaking this effort and diligently working to assure accuracy.

Estimates are being procured for the repair and preservation of the Dallin Statue (Boy and His Dog) that adorns the entrance of the cemetery. We are very thankful that donors' gifts will defray some of the costs involved in this project.

We continue to explore a new parcel of land for future use. Currently, we are extremely limited in suitable space for burials. New land will allow us to continue to explore diverse burial options as well as addressing our current needs.

We remain committed to our Lincoln pet owners. If our dog owners abide by the rules for keeping their dogs under their control and on a leash, are owned and registered in Lincoln and clean all debris, they are welcome. Our cemeteries are a place of quiet and respect. Solitude and reverence are imperative during a burial ceremony. Those walking in the cemeteries are the first to notice and alert the commissioners of issues they encounter; we appreciate this information.

The Lincoln Highway Dept – Foreman Steve McDonald and the entire team - are invaluable to us, as are our dedicated agent Valerie Fox, and her assistants. They loyally and compassionately serve the residents of Lincoln. There were 40 interments and 29 lots sold in 2023.

## **ROADWAY AND TRAFFIC COMMITTEE**

Ken Bassett, Chair  
Kim Bodnar  
Margaret Olson  
Jane Herlacher  
Deborah Howe  
Paula Cobb  
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. As stated in the 2010 charge to the Committee, “RTC is charged with the periodic review of the design and maintenance of roads and roadsides, including roadside paths and to make recommendations to the Selectmen regarding such”. 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 2023 the RTC coordinated its activities with the ongoing initiatives of the Complete Streets program administered through the Planning Board as well as the initiatives of BPAC, the Bicycle and Pedestrian Advisory Committee. Common to all three entities is the pursuit of physical right-of-way improvements that will provide traffic calming, enhance safety for pedestrians and cyclists, and preserve the rural character of our roadways through thoughtful design.

An additional forum, the Transportation Coalition, was created in 2023 to assist in determining priorities related to which roadway and roadside improvements are advanced to the design, funding, and construction phases.

## **BICYCLE & PEDESTRIAN ADVISORY COMMITTEE (BPAC)**

Kim Bodnar (Select Board)  
John Mendelson  
Chris Murphy  
Margaret Olson (Planning Board)  
David Onigman (Parks & Recreation Commission)  
Ginger Reiner, Chair  
Bob Wolf

**Transportation Coalition** - This multi-board coalition was formed in 2023 and meets at least quarterly to consider issues related to transportation in Lincoln. The coalition includes BPAC, Roadway & Traffic Committee, as well as representatives from Police, Department of Public Works, Planning Department and Town Administrator.

**Motorists Give 4' to Pass Signs** - On April 1, 2023, the Massachusetts Vulnerable Road Users Law went into effect. Among other things, the law mandates that motorists give 4' of space whenever passing a pedestrian or a cyclist. New signs were created by MassDOT, and as of the end of 2023, Lincoln had installed those new signs in 9 locations. BPAC also worked to educate residents about the new law with emails to LincolnTalk and signs in the 4th of July Parade.

**Lincoln's Bicycle & Pedestrian Master Plan** - The plan was edited in 2023 to incorporate feedback from the 3 public forums held at the end of 2022.

**Education and Encouragement** - BPAC held another successful Walk Bike Roll to School Week in May 2023, with over a hundred students getting to Lincoln School on foot or on bike at the height of the week. Another Walk Bike Roll to School Day was held in September 2023, with an increased effort to make the event accessible to Boston students and other bus riding children. An eBike Demo was held in May 2023 with over 25 adults in attendance.

**Infrastructure** - Using capital budget funds appropriated by Town Meeting in March 2023 as well as American Rescue Plan funds appropriated by the Capital Planning Committee in February 2023, BPAC began work with engineering firm Hayner Swanson Inc to study 9 high priority locations within Lincoln where walking or biking are particularly unsafe. Those locations include two intersections: Tower Rd & 117, Ballfield Road & Lincoln Road; five crosswalks: Bedford Road at Rt 2, 117 at Old Sudbury Road, Ballfield Road at Lincoln Road, Trapelo Road at Page Road, Trapelo Road at Lexington Road; and two road

segments: Weston Road to Silver Hill, and 117 near Mount Misery. The goal is to develop conceptual designs to better understand the projects that would improve safety at each location, including cost estimates. Additionally, at the request of a resident, BPAC heard concerns about the crosswalk near the Old Town Hall and worked with the Transportation Coalition to consider improvements at that intersection. Also, at the request of a resident, BPAC was able to get Minuteman National Historical Park to lower a chain across the dirt portion of old Virginia Road where it exits MMNHP, making it easier for bikes to use that path. And BPAC continued in 2023 to provide input on MassDOT projects in Lincoln: Rt 2A repaving and the Rt 126 railroad bridge rebuild.

Learn more at <http://lincolntown.org/1083/Bicycle-Pedestrian-Advisory-Committee>

## WATER DEPARTMENT

### Commissioners:

Steven Gladstone, Chair  
Matthew Bio  
Patrick Lawler

Established in 1874, the Lincoln Water Department (LWD) provides clean, safe drinking water and fire flow protection throughout the Town. The main components of the system are: two sources of supply, Flint's Pond and the Tower Road Well, the raw water pump station, the micro-filtration plant on Sandy Pond Road which treats the Flint's Pond water, the 1.2-million-gallon storage tank on Bedford Road, 53 miles of distribution piping, and 488 fire hydrants. Governed by three elected Commissioners, the Department operates as an Enterprise Fund, as required by state law; being funded entirely by user fees. Revenues are managed to meet or exceed expenditures on a year-to-year basis, with the difference (retained earnings) held in reserve to fund emergency repairs, capital expenditures, and system improvements. At the end of FY23, the Cash Reserve was \$1,626,284. Our operating budget and capital expenditures are approved by the voters at the Annual Town Meeting.

	<b>Operating Budget</b>	<b>Revenue</b>	<b>Capital Budget</b>
FY2023	\$1,926,301	\$2,126,305	\$142,500*
FY2024	\$1,974,390		\$315,000
FY2025 (Proposed)	\$2,023,750		\$2,405,000

\* Does not include \$1,450,000 of federal funding recommended by the ARPA Working Group

The proposed operating budget for FY2025 reflects the continuation of proactive repair and maintenance of the distribution system infrastructure and higher personnel costs.

Lincoln Water Department received a \$1.45 million ARPA grant that enabled necessary maintenance of the water system without impact to rate payers. The grant proceeds allowed for; repair to the Bedford Road Water Storage Tank cover repair (completed), installation of replacement well on Tower Road, distribution system maintenance, and SCADA System upgrade at the Filtration Plant. The ARPA grant for capital projects has allowed LWD to maintain a

healthy operating budget and avoid the need for rate increases for the last few years.

To protect the Charles River watershed, the MASS DEP issues a Water Management Act withdrawal permit to limit water use. Our usage has historically exceeded the permitted Charles River Watershed annual withdrawal limit, our RGPCD (residential gallons per capita per day) and the target of  $\leq 10\%$  unaccounted for water loss. In response, the LWD is conducting leak detection surveys biannually (instead of once every three years) and working with residents to repair found leaks quickly. Residents have also helped us locate a few substantial leaks where water was leaking from the distribution system directly into storm drains without appearing on the surface. We are confident these measures will help us get closer to our Water Permit goals.

There is currently a study under way to evaluate a regional approach to water supply for the metro west area, evaluating the option of obtaining drinking water from the Massachusetts Water Resource Authority (MWRA) in the future. Joining the MWRA water supply would offer a number of benefits, including five times greater drought tolerance. Any MWRA connection would be a long-term option, requiring 10-20 years to implement. Lincoln Water Department will continue to evaluate such options and continues to assess the best path forward for the future of the town's water supply.

We happy to announce the promotion of Rick Nolli to Distribution Foreman. We also welcome Daniel Mattus to our Water Operations team. Dan brings a wealth of experience with distribution systems and various treatment techniques.

We were sad to say goodbye to Michelle Barnes, who served as Water Commissioner from 2019 until Spring 2023 and Chaired for the last several months. We are grateful for her years of exemplary service and are happy to see her still busy volunteering in Lincoln as the Chair of the Board of Trustees for the Rural Land Foundation and the Lincoln Land Conservation Trust (since May of 2019).

2023 Water Department Staff:

- Alison Boland (Administrative)
- Gary Tuck (Water Treatment Plant Manager),
- Rick Nolli (Distribution Foreman / Treatment)
- Will MacInnes (Distribution / Treatment)
- Dan Mattus (Distribution / Treatment)
- Davis Scribner (weekend / holiday operations)
- Nick Iarussi (weekend / holiday operations)
- Darin LaFalam (Superintendent)

## LAND USE BOARDS AND DEPARTMENTS

### PLANNING BOARD

Margaret Olson, Chair  
Lynn DeLisi, Vice Chair  
Ephraim Flint  
Gary Taylor  
Craig Nicholson  
Andy Bennett, Associate Member

**Staff:** Another busy year for the Planning staff! Paula Vaughn-MacKenzie, Director of Planning and Land Use, completed the updated Complete Streets Prioritization Plan, and assisted with the Bicycle and Pedestrian Advisory Committee's Pedestrian and Bicycle Master Plan. She continues to assist with transportation issues through the Transportation Coalition. She continues to monitor the Route 126 Bridge replacement project and advocated for crosswalks and traffic calming measures to be included in the Route 2A resurfacing project. Work continues to develop a design for an upgraded wastewater treatment plant at Lincoln Woods to support redevelopment at the Mall. This work should be completed by June 30, 2024. The Director serves as the Town's representative in regional organizations, such as MAGIC (Minuteman Advisory Group on Interlocal Coordination), and MAPC (Metropolitan Area Planning Council). She also represents the Town on regional transportation projects. Jennifer Curtin, the Assistant Director of Planning and Land Use, focused on supporting the Planning Board in project permitting and project monitoring. She led the effort to successfully create and complete the Town's Climate Action Plan. She continues her work with sustainability projects by leading the process of updating the Town's Municipal Vulnerability Preparedness Plan and identifying a town project to be implemented next year. She also will be implementing a townwide coaching program to help residents convert their homes to green energy.

**The Housing Choice Act:** The Housing Choice Act Working Group (HCAWG), which was appointed by the Select Board in October of 2022, worked throughout 2023 to develop rezoning options that would comply with the State's Housing Choice Act. The Act requires Lincoln, as a community with a Commuter Rail stop, to zone a minimum of 42 acres to allow multi-family housing by right. The compliant zoning must allow a density of at least 15 units/acre and a minimum of 635 units. At a Special Town Meeting in December, voters were presented with 5 options for district compliance. The Town voted to move forward with the Option C plan which locates the 3A District around the MBTA stop in the Village Center and creates a Mandatory Mixed-Use District which includes parcels owned by the RLF, Doherty's, and the Town municipal parking lots.

Through an extensive public process, the Planning Board drafted the Zoning Bylaw and Design Guidelines that will implement Option C. The Zoning Bylaw will be presented at the March 23, 2024, Town Meeting. Lincoln's response to the Housing Choice Act is the result of a collaborative effort among the Planning Board, the Housing Choice Act Working Group, the Select Board, and the input of residents.

The Planning Director worked in conjunction with the Housing Choice Act Working Group and the Planning Board to create an extensive public process to explain the legislation, interpret the associated regulations, outline options for compliance, and draft a zoning bylaw that would implement the preferred option for compliance including Design Guidelines that will complement the bylaw. She was successful in receiving a grant of \$100,000.00 for technical assistance. With the grant money, the Town hired Utile Consultants to help with the modeling, other technical work required by the State, and ongoing support throughout the process. In addition, the grant covered the cost of an Economic Feasibility Study conducted by Mark Fougere Associates and legal counsel from KP-Law.

To keep the public updated, she worked to create a webpage where all of the relevant documents and information could be found and were continually updated. Numerous neighborhood meetings were conducted to reach a broad audience. Townwide mailings made sure every resident was notified of the website and public forums. Four Public Forums were conducted in June and November. The State of the Town Meeting on September 30<sup>th</sup> chose Option C as a preferred option to be submitted to the State for a Pre-Authorization Review. The Planning Board and Select Board held multi-board meetings to present more options for public discussion resulting in five options being voted on at the December 2, 2023, Special Town Meeting. Residents again chose to move forward with Option C which locates the 3A District within .5 miles of the MBTA stop and creates the Village District that qualifies as a Mandatory Mixed-Use District.

The Planning Board continued its work drafting the zoning bylaw language throughout the summer and fall. The Board met weekly in open working sessions to include the public in all aspects of the bylaw process. As the process progressed, the Director requested feedback from the State as to the compliance of the District as described in its initial submission in October. The Town received feedback in January and submitted a revised submission to the Executive Office of Housing and Livable Communities (EOHLC) and also submitted the draft zoning bylaw for a non-binding Attorney General review. Both EOHLC and Attorney General approvals are required for compliance.

Weekly Planning Board meetings will continue throughout January, February, and March to finalize the zoning bylaw and Design Guidelines. Four more public forums are scheduled in February and March leading up to Town Meeting. A final submission will be made to EOHLC and the Attorney General following Town Meeting.

**Permitting Activities:** Two major projects, the Lincoln School Project and the Minuteman Regional High School Athletic Complex were both completed, and Certificates of Occupancy were issued. The Commons received Town Approval at a special town meeting in December 2023 to expand the number of units and associated parking. The Commons will be bringing their plan to the Planning Board for a special permit to begin this work.

**Initiatives and Grants:** This past year, the Town continued with many initiatives, some funded by grant opportunities. For more information, please visit the town's website at [www.lincolntown.org](http://www.lincolntown.org).

Rural and Small Town Grant: The Town received a **\$400,000.00** grant from the State's Rural and Small Town program to continue its work on the wastewater treatment plant at Lincoln Woods. A previous grant in 2021 covered the evaluation of the WWTP and the new grant enabled the Town and The Community Builders to continue to work together to develop engineering and design for an updated and expanded wastewater treatment plant at Lincoln Woods. This work should be completed by June 30, 2024. The upgraded wastewater treatment plant will support the aging infrastructure of Lincoln Woods and also support a revitalization and redevelopment of the Mall to include housing units and new commercial space.

Housing Choice Act: The Town was awarded approximately **\$100,000.00** to help with the technical work of complying with the Housing Choice Act.

Magnolia Path, A Complete Streets Project: The successful completion of Magnolia Path, Phase 2 created a safe and beautiful ADA compliant path linking the Lincoln Station area to Codman Farm. Authentic stone walls and a cedar post and rail fence echo the historic and rural character of the Town and the view to Codman Farm. Phase 2 allowed Magnolia Path to blend seamlessly with the improvement to the Codman Farm parking lot and entrance. To complete the project, the Town was awarded an additional **\$267,576.00**. This new path and associated crosswalk improvements will allow people of all ages and abilities to access Codman Farm and its fresh produce and meats.

With the completion of this project and the acceptance of the new Complete Streets Prioritization Plan, the Town is once again qualified to receive up to **\$400,000.00** over the next four years.

MVP Grants: The Planning staff was successful in securing **\$100,000.00** to help with the Climate Action Plan and a **\$95,000.00** Municipal Vulnerability Preparedness (MVP) grant. The Town received \$45,000.00 to develop an updated plan and \$50,000.00 to fund a sustainability project.

EV Chargers Grant: The Town has received approval from Eversource to install the first two of six requested level 3 Fast Chargers. The first two chargers will be installed at Town Offices. The Grant amount covers the equipment, installation, and hook up to Eversource infrastructure estimated at **\$340,000.00**. The Town's contribution will be \$3500.00.

Stormwater/MS4 Compliance: Lincoln is one of many Massachusetts communities regulated under the Environmental Protection Agency's (EPA) National Pollutant Discharge Elimination System (NPDES) and the 2016 Massachusetts Small MS4 General Permit. This permit program was created with the intention of improving the quality of the nation's waterways by reducing pollutant loads associated with stormwater runoff. Under the MS4 permit, Lincoln is required to work on a range of measures to address regulation requirements. The Town has successfully completed year five of this multi-year program.

Route 2A Resurfacing Project: The Town, with input from the Roadway & Traffic Committee, the Bicycle & Pedestrian Advisory Committee, the Select Board, and the Planning Board, continued to advocate for pedestrian and bicycle improvements to be included in MassDOT's resurfacing project. According to MassDOT's 100% plans, travel lanes will be reduced, shoulders painted, and pedestrian crosswalks added along with splitter islands to help reduce speeds and improve safety for all users. Information including the current plans can be found on the town website.

Route 126 Bridge Replacement Project: A working group was formed to oversee the design and implementation of MassDOT's project to replace the bridge that spans the MBTA tracks on Route 126. The town successfully advocated for access for pedestrians throughout construction and accommodations for pedestrians and bicyclists as well as design elements of railings and guardrails. The work will begin in 2024.

Bicycle and Pedestrian Master Plan: The Planning staff assisted the Bicycle and Pedestrian Advisory Committee in creating a Comprehensive Bicycle and Pedestrian Master Plan. The committee is currently waiting for initial engineering

to be completed for the first nine prioritized projects. The committee currently works with the Roadside & Traffic Committee under the umbrella of the Transportation Coalition to move this work forward.

## ZONING BOARD OF APPEALS

Tobias Brambrink, Member  
William Churchill, Member  
David Elmes, Associate Member  
Eric Snyder, Member  
David Stifter, Member  
Reanna Wu, Associate Member  
David Summer, Chair  
Peggy Bozak, Administrative Assistant

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.

2023 the board accepted the resignation of Associate Member, Julian Huertas. The board is currently seeking one additional volunteer to bring it to a full complement of eight members.

The Zoning Board of Appeals held a year of all virtual hearings by holding 10 meetings and heard 27 applications for special permits, variances, and appeals. The list below represents applications that were considered by the Board in 2023, listed by the date of the initial public hearing.

### **January 5, 2023**

Jim Hutchinson, 247 Old Concord Rd., M/P 156-6-0 for a special permit to build a new house on the existing footprint. GRANTED

### **February 2, 2023**

Ben and Alice Webber, 9 Old Sudbury Rd., M/P 179-28-0 for renewal of a special permit for an accessory apartment. GRANTED  
Gerald and Susan Taylor, 2 Beaver Pond Rd., M/ P 152-6-0 for renewal of a special permit for an accessory apartment. GRANTED  
Katherine Ives, 70 Bedford Rd., M/P 127-1-0 for renewal of a special permit for an accessory apartment. GRANTED

### **March 2, 2023**

Spencer and Catherine Boege, 58 Tower Rd., M/P 163-21-0 for a special permit for an accessory apartment. GRANTED

Peter Conrad, 20 Old Sudbury Rd., M/P 186-48-0 for renewal of a special permit for an accessory apartment. GRANTED

Hicks Family Revokable Trust, 129 Tower Rd., M/P 180-25-0 for a special permit to construct a one car garage addition. GRANTED

#### **April 6, 2023**

Tim Mangini, 22 Old Winter St., M/P 150-47-0 for a special permit to add a carport. GRANTED

Nicholas Cotterpong, 106 Concord Rd., M/P 141-17-0 for a special permit to add a dormer, finish attic space into office space with bathroom and add a deck. GRANTED

#### **May 4, 2023**

Lloyd and Kate Dahman, 10 Grasshopper Lane, M/P 149-29-0 for a special permit to construct a plunge pool. GRANTED

Andrew Reiter, 34 Laurel Drive, M/P 181-16-0 for a special permit to add an external accessory dwelling unit. WITHDRAWN

Gail and Glenn Matot, 5 Underwood Circle, M/P 177-35-0 for a special permit to build an accessory apartment. GRANTED

Garrett and Merrill Berkery, 14 Hillard Rd., M/P 134-18-0 for a special permit to add a mudroom, dormer, and deck addition. GRANTED

#### **June 1, 2023**

Steven Russell, 32 Stonehedge Rd., M/P 186-25-0 for a variance to construct a garage addition. WITHDRAWN

#### **July 6, 2023**

Jim Hutchinson, 247 Old Concord Rd., M/P 156-6-0 for modification of the original special permit to demolish and rebuild the house. GRANTED

Fairhaven Bay, 263 Old Concord Rd., M/P 156-3-0 for modification of the original special permit for the accessory structure and pickle ball court. GRANTED

#### **August 3, 2023 – No hearing**

#### **September 7, 2023**

Thomas Martin, 4 Farrar Rd., M/P 173-33-0 for a special permit to install a prefabricated shed.

WITHDRAWN

David Stifter, 186 Weston Rd., M/P 181-29-0 for a special permit to replace the existing shed with a new one in the same location.

GRANTED

Gail Alden, 240 Concord Rd., M/P 173-25-0 for a special permit to install a wood burning sauna shed with wood stove. GRANTED

**October 5, 2023**

Marcus and Nicki Ruopp, 59 Winter St., M/P 165-22-0 for renewal of a special permit for an accessory apartment. GRANTED

Neil Feinberg, 104 Concord Rd., M/P 141-16-0 for renewal of a special permit for an accessory apartment. GRANTED

Efe Yardimci, 12 Meadowbrook Rd., M/P 173-2-0 for renewal of a special permit for an accessory apartment. GRANTED

Charles Libby, 93 Tower Rd., M/P 170-29-0 for transfer of a special permit for an accessory apartment. GRANTED

Brett Marley, 90 Bedford Rd., M/P 127-4-0 for a special permit to add a garage and porch with modifications to the driveway. GRANTED

**November 2, 2023**

Eric and Joseph Webster, 19 Bedford Rd., M/P 144-3-0 for renewal of a special permit for an accessory apartment GRANTED.

Gabrielle Emanuel, 23 Conant Rd. M/P 169-27-0 for renewal of a special permit for an accessory apartment. GRANTED

Tartaglia Family Trust, Marisa Tartaglia, 162 South Great Rd., M/P 173-1-0 for a special permit to install a shed. GRANTED.

**December 7, 2023 – No hearing**

**LINCOLN HISTORICAL COMMISSION  
HISTORIC DISTRICT COMMISSION  
BROWN'S WOOD HISTORIC DISTRICT COMMISSION  
TWIN POND HISTORIC DISTRICT COMMISSION**

**Commission Members**

Douglas Adams  
Gary Anderson  
Christopher Boit  
Frank Clark (Alternate)  
Lynn DeLisi (Planning Board representative to HDC)  
Ephraim Flint (Planning Board representative to HDC)  
Judith Lawler (Alternate)  
Andrew Ory  
Allen Vander Meulen  
Andrew Glass (Chair)

**Commission Missions**

The Historical Commission (LHC) is responsible for reviewing requests, under the Demolition Delay Bylaw, for demolitions and major exterior alterations to buildings and structures outside of the Town's historic districts. The LHC is also responsible for administering the town-held Preservation Restriction Agreements with respect to two properties. The Town's Historic District Commissions review applications for exterior above-grade changes visible from a public way to buildings and structures within the Town's historic districts.

**Commission Initiatives**

At the March 2023 Town Meeting, the Town Meeting approved (1) Community Preservation Act funds to allow the LHC to continue to survey important buildings in Lincoln, and (2) the generous application by the owners of a significant Modern house to join the town-wide historic district. There are currently a total of 109 properties, including 42 Modern houses, in the Town's historic districts. The LHC is working with owners of the Flint Homestead under the preservation restriction agreement regarding proposed restoration of the house and property.

The LHC continued to respond to inquiries from the Massachusetts Department of Transportation regarding changes within the Minute Man National Park associated with Route 2A roadwork. The LHC met with various Town groups, including Climate Action Lincoln, IDEA, and the Lincoln Historical Society, to review how to collaborate on initiatives.

The LHC acted as the Town sponsor of the requests to the Community Preservation Committee for Community Preservation Act funds by the Friends of Minute Man National Park for assistance in restoring the Elm Brook Hill Battlefield in Lincoln and by the Old Town Hall Exchange and Lincoln Masonic Hall regarding installation of sprinkler systems.

### **LHC Decisions**

#### Applications approved without demolition plan review:

- 1 Harvest Circle: demolition of existing house
- 131 Weston Road: demolition of more than 25% of house
- 47 Conant Road: demolition of shed.
- 67 Conant Road: demolition of garage
- 115 Winter St.: demolition of garage
- 19 Conant Road: demolition of more than 25% of house
- 91 Weston Road: replacement of roof

#### Preservation restriction agreements:

- 28 Lexington Road: restoration of interior; replacement of septic line

### **HDC/BWHDC Decisions**

#### Certificates of Appropriateness:

- 2 Bedford Road: replace windows; install new HVAC equipment.
- 8 Bedford Road: install chimney.
- 15 Bedford Road: install gutters.
- 49 Bedford Road: replace windows; construct porch and stairs.
- 58 Codman Road: construct pavilion and deck; construct high tunnel; construct exterior freezer.
- 34 Laurel Drive: replace windows and renovate exterior of house.
- 16 Lincoln Road: construct patio
- 38 Lincoln Road: replace windows.
- 11 Moccasin Hill: construct fenced enclosure.
- 1 Old Lexington Road: install roof mounted solar panels on barn.
- 7 Old Lexington Road: replace windows.
- 2 Sandy Pond Road: demolish existing barn and construct replica.
- 5 Sandy Pond Road: repair trim, columns, balusters, and railings
- 24 Sandy Pond Road: replace windows.

- 2 Weston Road: install wrought iron handrails; replace window jams.
- 17 Weston Road: install temporary ice rink, shed and driveway barriers; improve exterior handrails.

Certificates of Non-applicability:

- 3 Bedford Road: replace patio paving.
- 38 Bedford Road: replace roof.
- 58 Codman Road: replace paving.
- 23 Bedford Road: replace roof.
- 16 Weston Road: replace roof.
- 17 Weston Road: install gravel along driveway.
- 1 Woods End Road: replace gutters and shutters.

Addition to the Historic District:

- 58 Bedford Road

## **HOUSING COMMISSION**

Julie Brogan  
Rachel Drew  
Neil Feinberg  
Evan Gorman, Vice Chair  
Allen Vander Meulen III, Chair

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

*The Lincoln Housing Commission is a welcoming and inclusive group that works to fulfill the town's mission and ensure a range of diverse housing options are available in town to meet the current and future needs of Lincoln's residents. We fulfill this mission by:*

- *Developing and promoting policies, programs, and regulations that preserve and/or increase housing that addresses such needs;*
- *Maintaining Lincoln's inventory of housing affordable for low- and moderate-income households in compliance with state policy;*
- *And supporting town, regional, and state housing goals*

*The Housing Commission also administers Lincoln's town-owned rental housing units.*

Together, the HC, the Affordable Housing Trust, and the Lincoln Foundation form the **Affordable Housing Coalition**, which works to facilitate the expansion of affordable housing and to preserve Lincoln's existing inventory of affordable units.

### **Housing Commission Reorganization and Expansion**

Lincoln's Spring 2023 Town Meeting approved a reorganization and expansion of the Housing Commission. The goal is to provide those in Lincoln most likely to need or utilize Affordable Housing with a direct interest and voice in the Commission's work. The Commission's membership will increase from 5 to 7 members, with the new seats filled by (1) a current resident of Affordable Housing in Lincoln; and (2) a person representing Lincoln's Council on Aging & Human Services. All seats will be appointed. As of this writing, the Home Rule petition for the enabling legislation (H.3827) has received approval in the MA House and is pending in the MA Senate.

Donald Fonseca (our Affordable Housing Liaison) and Terry Perlmutter (our COA&HS Liaison) continue to serve as Liaisons pending the State's approval of

the Home Petition, at which time their positions will be converted into full (voting) seats on the Commission.

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

The percentage of Lincoln’s housing units on the state’s Subsidized Housing Inventory [SHI] is a critical statistic. If less than 10% of our housing is on the SHI, then State Law (Chapter 40B) allows developers to overrule local zoning laws to build high density developments that include affordable housing.

The number of housing units determined by the decadal Federal Census is the basis for the denominator for our SHI percentage. The final 2020 Census datasets were released in late 2023. Our official SHI% has therefore been determined to be 12.8%. Present trends indicate Lincoln should remain above the 10% threshold for at least another 20 years. But, we must bear in mind that one development project or a change in State or Federal regulations can drastically alter this outlook.

Given the severe shortage of housing in the region, we believe it is likely the State will continue to aggressively encourage new housing for those with low to moderate incomes (even if we achieve full compliance with the State’s Housing Choice Act). Therefore, Lincoln’s ongoing commitment to encourage both subsidized and moderate-income housing is vitally important since it takes years for any project or initiative to come to fruition. A reactive strategy will inevitably result in painful forced adjustments for Lincoln and its residents, with little or no recourse.

In November, the Commission reviewed The Commons’ plans for expansion, and voted to adopt a statement that noted the project will increase the town’s SHI to approximately 13.0% and expressing appreciation of The Commons’ long history of supporting Emergency and Affordable Housing programs here in town.

### **Housing Choice Act Working Group**

Rachel Drew remains our representative to this group, which was formed to facilitate the development of a plan for Lincoln’s compliance with the State’s Housing Choice Act of 2021 (HCA). In December 2023, the town voted to direct the Planning Board and HCAWG to proceed with “Option C,” which focuses all of the HCA-related Zoning changes in the Lincoln Station area. The group is working with the Planning Board to craft zoning changes in support of this decision, which will be presented to the town for approval at the Spring 2024 town meeting.

## **Lincoln Rental Assistance Program (LRAP)**

The Commission continues to sponsor and support the Council on Aging & Human Service's LRAP program, which helps those struggling to keep their homes by providing rental assistance and financial guidance. The CPC funding request of \$97,250 for FY25 is nearly the same as the \$96,863 requested for the current Fiscal year. The Housing Commission believes this is a reasonable and sustainable level of funding for this program.

## **Regional Housing Services Organization (RHSO)**

The Housing Commission must recertify the incomes of all our tenants annually. This work was delegated to the RHSO (Regional Housing Services Organization) this past year, which has proved to be very helpful in getting this annual effort done correctly, and in a timely manner, by experts in this field.

The RHSO's overall purpose is to support its member towns in the municipal function of affordable housing, including proactive monitoring, program administration, project development and resident assistance. They are a valuable resource in terms of advising the Commission and town on state regulations and procedures, as well as supporting a number of projects on our behalf.

## **Maintenance and Income**

The Housing Commission is working on several renovation and rehabilitation projects to address significant maintenance and infrastructure challenges at our town-owned affordable units. Funding for these projects was approved at last year's Town meeting, using CPC funds. Those projects include converting all 7 town-owned affordable housing units to use "Heat Pumps"; and doing some much-needed landscaping renovation and exterior maintenance at 75 Tower Road – all 3 of these efforts are still in process. A Radon Remediation project for both of our Tower Rd properties was also approved at that time and has been completed.

## **Changes in Membership/Committees**

Julie Brogan and Neil Feinberg both joined the Commission after winning their respective uncontested elections this past Spring, replacing Victoria Benalfew and Rakesh Karmacharya. Allen Vander Meulen remains Chair. Evan Gorman remains vice-chair. Evan is also our representative to the CPC and to the Housing Trust. Rachel Drew is our liaison to the Housing Choice Act Work Group and SLPAC. Neil Feinberg is our Liaison to the town's IDEA ("Inclusion, Equity,

Diversity, and Anti-Racism”) group and the Community Center Building Committee. Terry Perlmutter is our Liaison from the COA&HS, and Donald Fonseca is our Liaison representing residents living in income-restricted housing.

### **Contributions of Town Employees and Consultants**

We wish to thank our administrative assistant, Peggy Elder, for her diligent work and her willingness to step in to become our Administrative Support following the retirement of Elaine Carroll. We also thank Gerald O’Doherty for his facilities management expertise and efforts. Finally, we are deeply appreciative of the many members of Lincoln’s town government and administration who have devoted so much time and effort in support of the HC’s work and mission.

## CONSERVATION COMMISSION

Becca Fasciano  
Ari Kurtz, Co-Chair  
Mark Masterson  
Joseph Miller  
Susan Hall Mygatt, Co-Chair  
Laura Regrut  
Kathleen Shepard  
Amber Carr (resigned, 2/23)  
Richard Selden (resigned, 9/23)

**Commission Members and Staff** - The Lincoln Conservation Commission (LCC) is comprised of 7 residents appointed by the Select Board and four staff who are responsible for the protection & management of Lincoln's conservation land and the administration of the MA Wetlands Protection Act & Lincoln's Wetlands Protection Bylaw. In 2023, Amber Carr and Dr. Richard Selden stepped down from the Commission and we welcomed new commissioners Mark Masterson and Joseph Miller. Ryan Brown and Will Leona continue to serve as Land Manager and Land Steward/Ranger, respectively. Conservation Director Michele Grzenda and Conservation Planner Stacy Carter continue to provide a wide range of services and environmental resources to residents. The LCC collaborates with the Lincoln Land Conservation Trust (LLCT) on stewardship & land monitoring efforts.

**Land Management and Stewardship** – The LCC manages 1,527 acres of conservation land and 61 Conservation Restrictions (totaling 533 acres). In 2023, the LCC continued to educate trail users on Lincoln's trail use rules which went through major updates in 2022. The revised Trail Use Regulations strengthened dog walking rules, increased the number of trails open to biking, formalized what kinds of organized activities need group use permits, and codified expectations around trail use etiquette. Scan the QR Code for a complete list of the Trail Rules.



Lincoln continues to invest in ranger presence along the trails, particularly on the weekends. Rangers help ensure that visitors to our trail system have a safe, enjoyable, and comfortable experience. Rangers encourage good behavior by handing out materials to visitors. The ranger program includes both paid staff and volunteer residents who educate the public about Lincoln's trail rules.

The top 10 stewardship projects completed in 2023: (1) cleared 167 trees from conservation trails; (2) began trail improvements in Adams Woods that included closing and rerouting erosion prone trails and installing water bars; (3) collected

523 bags of garlic mustard; (4) spent 278 hours removing invasive plants; (5) installed and/or replaced 312 feet of bog bridges across three conservation properties; (6) cleared large brush and log pile from Pump House Field; (7) received new John Deere 3046R tractor; (8) purchased a new Ford F350 truck and transferred our Ford F550 dump truck to DPW; (9) mowed 23 biodiversity fields as part of annual mowing regime; and (10) hosted 14 volunteer workdays and trained and supervised two seasonal employees.

**Agriculture** - Lincoln is a community that values farming and the farmers who work hard to keep Lincoln's agricultural land healthy and productive. In 2023, the Conservation Commission updated their Farm Licensing Stewardship documents and re-issued five-year licenses to 13 farmers who care for 195 acres of Conservation Land in agriculture.

**Wetland Protection Administration** – Anyone proposing to conduct work in or within 100 feet of a wetland or within 200 feet of a stream that flows continuously throughout the year must seek information about the Wetlands Protection Act and Lincoln's Wetland Protection Bylaw at the Conservation Department's office in the Town Hall. Wetland Resource Areas and Riverfront Areas may sometimes appear to be dry and can be difficult to identify; please contact the Conservation Office (781-259-2612) to discuss any proposed work. During 2023, the LCC held 17 public meetings and issued the following permits: 11 Orders of Conditions; 9 Determinations of Applicability; 4 Certificates of Compliance, and 7 Wetland Violation Notices. In addition, the LCC created a new Wetlands Protection Bylaw Application Form to better track and review projects filed under the Bylaw.

**Education and Outreach** – LCC staff organized numerous education/outreach events in 2023. These included bimonthly virtual conservation coffees with guest speakers. Topics covered included Beaver Ecology and Management, Unusual Plants of Lincoln and Beyond, Lincoln's Pollinator Action Plan, and the history of deCordova Sculpture Park and Museum. The Conservation Department also hosted 28 in-person trail walks. Other outreach endeavors included: alerting residents about salamander migration by publishing a press release and installing warning signs along three major road crossings; teaching residents about pollution using our tabletop EnviroScape Model; encouraging residents to remove invasive garlic mustard; sending a letter about environmentally friendly snow management practices to Lincoln businesses; and distributing proper pet waste disposal tips to dog owners. If you want to receive notifications on these events and more, please email [conservation@lincolntown.org](mailto:conservation@lincolntown.org). Additional information can be found at [www.lincolntown.org/1385/Education-Outreach](http://www.lincolntown.org/1385/Education-Outreach)

**Volunteers** - Staff continued recruiting new volunteers this year to help with trail upkeep, educating trail visitors, helping with salamander migration, and

removing invasive species. A new volunteer program began targeting invasive Japanese Knotweed populations. Volunteers have worked over 320 hours combined – staff cannot thank them enough for their dedication to our trails and conservation areas. Residents and trail users who are interested in volunteering should contact the Conservation Department.

## **AGRICULTURAL COMMISSION**

Louise Bergeron Co-Chair

Ari Kurtz, Co-Chair,

Nancy Bergen

Ellen Raja

Karen Seo

Sherry Haydock

Linda Emanuel

Kathleen Lomatoski

The purpose of the Agricultural Commission is to preserve, protect, and promote agriculture in Lincoln: to provide leadership, technical guidance, vision, planning, and coordination to help support, define, promote, and enable new agricultural opportunities, stability, and enhancement of ongoing operations as well as foster strong community and regional support that will work to create a sustainable agricultural community in Lincoln.

### **Community outreach**

The Agricultural Commission has published two newsletters to inform residents about farming activities in Lincoln. The spring newsletter was mailed to all households and provided a view of all types of farming activities, large and small, that occur in Lincoln. It encourages residents to participate at all levels, from growing food in their backyard to buying produce from our farms. The fall newsletter was distributed at public locations throughout town and focused on Lincoln's commercial farming operations and how they are sponsored by the AgCom to provide a variety of fresh produce to the Lincoln/Weston food pantry.

The AgCom website is updated with a variety of information on Lincoln Farms and agricultural activities. We also respond to inquiries by email. The Agricultural Commission informs residents about best farming and environmental practices with the goal of increasing production, helping mitigate climate change, improving soil health, conserving water resources, and ensuring livestock well-being.

We collaborate with many other Lincoln groups to support our mission and incorporate agriculture in all aspects of our community.

### **Display on agriculture at town hall**

The Agricultural commission provided material and discussed content for a display at Town Hall that showcases Lincoln's agricultural heritage. The display was built by the Conservation Commission and can be seen on the second floor of Town Hall.

### **Co-sponsoring hydrology speakers**

The Agricultural Commission in collaboration with the Lincoln Land Conservation Trust and the Water Commission co-sponsored two hydrology talks. Our goal is to provide information to residents and town organizations about the consequences of our water usage, on the Charles water basin and our aquifer. We hope to raise awareness of the consequences of lower water levels and pollution from run-off water on the Charles River ecosystem and the critical need to conserve well water for everyone's use including our farms.

### **Provide information about barn inspections and requirements to own livestock in Lincoln.**

The Agriculture Commission prepared a document explaining the obligation of livestock owners to contact the Lincoln's state-licensed animal control Inspector responsible for Lincoln and the mandatory barn inspection required by the Massachusetts Department of Agriculture (MDAR).

The guidelines inform town administrators on how to respond to residents' inquiries and is published on the town website.

### **Use of emergency assistance fund to sponsor farmers and to provide fresh food to qualified Lincoln residents.**

The Lincoln Emergency Assistance Fund (EAF) has been helping residents confronted by extreme financial crises to stay in our community. The Massachusetts Department of Agriculture (MDAR) has provided \$35,000 in funding to the Lincoln EAF. The Lincoln Agricultural Commission, in partnership with Social Services, has created an application process for Lincoln farms to participate as EAF vendors. Farmers have started to apply for the 2024 season and will deliver food to residents who qualify to receive assistance. The Agricultural Commission has been instrumental in contacting all Lincoln's Farms about the program and organizing informational meetings. The program will benefit our farms through substantial funding and provide much needed healthy fresh food to residents.

### **Buying food from Lincoln farms to provide produce for the food pantry –**

We continued our popular Farm to Food Pantry program. The program has achieved three significant goals: helping support Lincoln's farms, linking farmers to the community, and providing diverse, fresh, high-quality food to those in need. The Agricultural Commission provided grants to local farmers to supply food to the St. Vincent De Paul Lincoln/Weston food pantry at St. Joseph's Church. Using \$5,164 from its annual budget, the Agriculture Commission allocated funding to Drumlin Farm, Hannan Healthy Foods, Kanner Family Orchards, Matlock Farm, Codman Community Farms and Waltzing Mathilda's Farm to provide locally produced eggs, fruit, greens, and vegetable produce to the food pantry.

### **Bringing our farmers together**

With the goal of strengthening our farming community, the AgCom, in collaboration with Mothers-up-Front/Common Ground organized a gathering for local farmers to exchange ideas on how to develop best practices for sustainable farming. The meeting, hosted by Ari Kurtz, co-chair of the AgCom, and lead by Common Ground, brought together representatives from Drumlin, Codman, The Food Project, Hannan Healthy Foods, Matlock Farm, Verill Farm, backyard farmers and Jim Henderson. Ideas emerged on ways that farms can work together, and farmers appreciated the chance to meet each other.

***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 including the ability to access water services for agricultural use under certain circumstances.”

Lincoln Agricultural Website: <https://www.lincolntown.org/113/Agricultural-Commission> Lincoln Agricultural Commission Email: [agcom@lincolntown.org](mailto:agcom@lincolntown.org)

# LIBRARY, RECREATION AND SCHOOLS

## TRUSTEES OF THE LINCOLN PUBLIC LIBRARY 2022

	<u>Term Expires</u>
Ron Chester	Self-Perpetuating
Indrani Kharbanda	Self-Perpetuating
Lucy Maulsby - School Committee's Appointee	2025
Ray Shepard -Elected	2025
Peter Sugar	Self-Perpetuating
Jacquelin Apsler, Chair Select Board's Appointee	2026

### Statistics

Total circulation increased by 3% in 2023. Tangible circulation (e.g., physical books, DVDs, magazines, music CDs) decreased slightly by -1.4% but digital circulation was up by 29%. Patron visits increased by 14%. Reference questions increased by 17%. We hosted 482 programs and program attendance increased by 13%.

	<b>2022</b>	<b>2023</b>	<b>% Change</b>
Tangible Circulation	133,906	132,073	-1%
Digital Circulation	22,653	29,228	+29%
Total Circulation	156,559	161,301	+3%
Ratio of Tangible to Digital Circulation	82% : 18%	82% : 18%	---
Reference Questions	5,836	6,802	+17%
Programs	368	482	+31%
Program Attendance	8,753	9,921	+13%
Patron Visits	66,130	75,225	+14%

### Staffing Changes

Director Barbara Myles retired in April after nearly 20 years of service. Melissa Roderick was promoted to Director in May. We welcomed a new bookkeeper, Joanne Paguounes. In July, Ran Cronin was hired as the new Assistant Director. We also had some changes in our Custodial Department. John Neri resigned due to a relocation in August, and Bob Bottino retired in December after 54 years of service. New custodians Angel Lopez and Mario Padilla came on board.

### Accomplishments

- A redesigned library website launched on August 4<sup>th</sup>. It provides the public with a simplified navigation menu, dedicated pages for the library's ongoing events, and the Library of Things collection as well as better website searching

and improved mobile access. The new website's color palette incorporates the library's logo designed by staff member, Tory Black.

- The library was pleased to offer a new quiet study room, this fall. We saw increased patron demand for a space to take a private zoom meeting or have a small conference. Through funding from the Friends of the Lincoln Library, some shelving was relocated, and a door was added to the main floor Turret Room located off the reference room. The study room opened in October with 168 bookings as of December 2023.

### **Programs and Events**

- The library hosted a mix of in-person, hybrid, and virtual programs throughout the year for adults and children too. Our monthly ongoing events included three book groups - Mystery Mondays, Reading for Racial and Social Justice and the Friday Morning Book Group which has been meeting since 1979!
- The library offered an online Reading Challenge based on a theme each month. Patrons who participated entered to win a prize at the end of the month.
- The Children's Department offered two weekly story times and one monthly Saturday story time at the library for babies through pre-school. They also led five monthly book groups for kindergarten through sixth grade. Staff made story time visits to Magic Garden, Birches Preschool, Lincoln Preschool and Hanscom Preschool, as well as LEAP. Children's Librarian, Debbie Leopold led monthly book talks for middle schoolers at the Lincoln Public Schools, Hanscom Public Schools, and Birches School.

### **Collection Highlights**

- The Lincoln Review was digitized and added to the Internet Archive. This resource was linked to the Online Collections section of the Archives page on the library website.
- The library subscribed to the New York Times Cooking. Patrons can go to our website to redeem a code for 24-hour digital access.
- We upgraded our Novelist Database to include BookChat which allows patrons to receive book suggestions and reading advice on the spot via chat either in the library or remotely.
- We added new museum passes for Gore Place in Waltham, the Icon Museum and Study Center in Clinton, and Davis Farmland in Sterling.

### **Building and Grounds**

- The project to repair the water leaks at the Gund Addition's north and south parapets was completed in August. Water was entering through the backside

of the parapet walls and from the cracked cast stones at the top of the parapets. The construction work consisted of removing the damaged cast stones at the top of the parapets, repairing the flashing where the parapet walls meet the roof, and installing new cast stones to prevent water from entering the building. The newly cast stones required special fabrication and were installed on top of the parapets.

- Another project to address leakage problems from the chimney on the Gund addition was completed. Work involved restoring the stone cap joints with mortar and sealant and adding a liquid-applied waterproofing coating over the top of the cap.

## **LINCOLN TOWN ARCHIVES**

**Valerie Fox, Town Clerk, Co-Director**  
**Melissa Roderick, Library Director, Co-Director**  
**Virginia Quinn Rundell, Archivist**

### **Mission Statement**

The Mission of the Lincoln Town Archives is to collect, preserve and provide access to the history and culture of the Town of Lincoln. The Archives include municipal records, manuscripts, books, photographs, audio-visual materials, and other ephemera documenting the history of Lincoln from the mid-1600s to the present.

### **About the Archives**

The Lincoln Town Archives is a unique partnership between the Lincoln Public Library and the Office of the Town Clerk. This partnership is governed by a Memorandum of Understanding endorsed by Town Meeting in 2008. The Town's Archivist works on important private and public collections housed in the Library Archives and in the Town Office Archives. The Archivist works thirteen hours per week under the supervision of the Library Director and the Town Clerk.

### **Preservation and Conservation**

- Annual Town Meeting approved an important CPA project this year, enabling the conservation, preservation, and digitization of important Flint Family documents. The gift of over 70 documents from 1649 to 1851 was received from Ephraim Flint in August of 2022. These documents were largely housed in the 1709 Flint Homestead at 28 Lexington Road. Thirty-eight items from this collection were conserved by the Northeast Document Conservation Center this year. The remaining documents in the Flint Family collection will hopefully be conserved, preserved, and digitized under a second CPA application which was prepared in the fall of 2023. This project would receive funding in FY25 if approved.
- Conservation work was completed in 2022 on an historic 1911 map of the Adams Farm off Old Concord Road. Funding for this project came from Town entities and local residents. A copy of the map will be framed and displayed in the Planning Office in the Town Office Building.

### **Special Project**

- The Flint-Chapin Collection: Archivist Virginia Quinn Rundell wrote, submitted, and was awarded a grant from the Massachusetts State

Historical Records Advisory Board (MA SHRAB) for an Archival Field Fellow to work in the Archives processing the Flint-Chapin Collection. This mixed material includes approximately 128 linear feet of documents, photographs, scrapbooks, bound books, and cassette tapes/CDs dating from the nineteenth century. The Flint family is among the founding families of Lincoln, emigrating from England in 1636. They have been enthusiastic supporters of the Lincoln Town Archives (LTA), and their gifts of family records are an important part of the LTA's archival collection. Having these items rehoused and processed will improve access for researchers, historians, students, and interested Town residents. The Archival Field Fellow, Matthew Lawrence, is currently devoting a total of 60 hours to this project.

- Boston Public Library (BPL) Digital Commonwealth: Virginia Quinn Rundell and Valerie Fox participated in an in-depth seminar hosted by the BPL which included a behind the scenes tour of the facility. The BPL discussed the process of accepting requests for digitization of Town Documents and providing digital access to them. The Digital Commonwealth is a remarkable state-wide resource, which has digitized documents for over 200 towns in the Commonwealth and is in the process of creating one of the largest digital libraries in the country. The Lincoln Public Library is a member of the Digital Commonwealth which has digitized many of the Lincoln Archives materials. These can be accessed online through the Library website.

## **Donations**

- The Town Archivist received an important gift of documents from Nancy Bergen, daughter of Kenneth Bergen. Mr. Bergen was one of the original founders of the Rural Land Foundation (RLF), an important conservation organization in Town. The documents had been housed in the Flint Homestead at 28 Lexington Road. These important papers chronicled the incorporation of the RLF in 1965 and include administrative documents, general correspondence from 1964 to 1989, and project files. Projects include RLF initiatives that forever changed Lincoln's landscape, such as the Wheeler Road development, Codman open space preservation and the Lincoln Mall.
- The Lincoln Town Archives received a gift of documents and other ephemera from long-time resident, Anne Booth, formerly of Old Concord Road. The donation included various family documents and books, an art print from the Adams Woods Conservation Project, and documents

from Ms. Booth's father, Robert Booth, regarding his work to protect the Sudbury Assabet Concord (SuAsCo) river basins.

*Remembering Virginia Quinn Rundell*

*It is with sincere sadness that we acknowledge the passing of our dedicated archivist on January 10, 2024. For those who were lucky enough to work with Virginia, we will surely miss her brightness, her sparkle, and her professionalism. She will be deeply missed by all.*

## **PARKS AND RECREATION COMMITTEE**

Brianna Doo  
Sarah Chester  
David Onigman  
Thornton Ring  
Anita Spieth, Chair  
Robert Stringer

**OUR MISSION** - The Lincoln Parks and Recreation Committee supports the Parks and Recreation Department (PRD) in providing affordable and diverse wellness and enrichment opportunities, community-based special events, and safe recreational facilities to residents of all ages. The Committee sets policy and oversees all facets of the department as well as strategic planning and development.

**PROGRAMMING INFORMATION** - We offer a year-round variety of preschool, school age and adult programs, trips, and community-wide special events. Lincoln residents of all ages are encouraged to participate. Program and registration information can be found online at *LincolnRec.com*.

In 2023 PRD offered 237 activities, 62 more activities than last year, to 1,310 different individuals ranging in age from 10 months to 82 years. PRD had over 2,680 registrations in our activities with many additional residents being served through our public events. School age enrollment in activities increased 26%, making up 80% of our overall enrollment. Preschool programming accounted for 8% of enrollment, and adult programming accounted for 12%.

The Lincoln Summer Camp program ran for three two-week sessions and was back to pre-pandemic enrollment. The program had 1,077 total registrations comprised of 340 individual campers. Early Risers and Extended Day had 452 registrations. PRD also works in collaboration with Lincoln METCO, and the METCO Coordinating Committee, to provide Boston based families in the Lincoln METCO program, access to Lincoln Summer Camp during the summer months. This year we had a 35% increase in participation with 41 Boston families attending.

In addition, we had 90 Tennis Memberships and 349 Pool Memberships, which accounted for 1,128 members, in addition to our daily guests. These numbers represent a return to (and indeed, an increase over) pre-pandemic membership numbers. We would like to acknowledge the hard work of our summer staff and instructors who make these programs so successful.

PRD oversees annual town-wide events including Patriots Day, Memorial Day, the Lincoln Arts Show, the Lincoln Kids Triathlon, the July 4<sup>th</sup> Parade & Road Race, the Summer Concert Series, Fall Fest, Flashlight Candy Cane Hunt, and Winter Carnival weekend.

Our Fall Fest event was back for its third year, with added activities and fun for all. The event drew over 800 attendees despite the inclement weather. This event included live music, pony rides, caricatures and Trunk or Treat.

These large events could not happen without the support of the Lincoln Minute Men, the Veterans of Lincoln, MA (VOLMA), the Girl and Boy Scouts, Public Safety, Public Works, and our sponsoring businesses. And a special thank you to all our volunteers for their tireless efforts!

We are also looking forward to the continuation of the community center design process through the Community Center Building Committee, as this project will address important facility and program needs of both the Parks and Recreation and Council on Aging/Human Services Departments.

The Parks and Recreation Committee also participates in a variety of other town committees including the Community Preservation Committee, the Bicycle and Pedestrian Advisory Committee and the 250<sup>th</sup> Committee.

**OFFICE INFORMATION** - The PRD 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. Anyone interested in joining a program or event with Parks and Rec can visit [LincolnRec.com](http://LincolnRec.com).

**FACILITY INFORMATION** - PRD manages the town's playgrounds, tennis courts, public parks, sport court, seasonal ice rink, and public outdoor pool. PRD also maintains the town's athletic fields and baseball diamonds for the benefit of the public schools, sports leagues, and community programs. We would like to thank Lincoln Youth Soccer and Lincoln/Sudbury Youth Baseball, for their contributions to the maintenance of athletic fields throughout town.

**COMMITTEE MEMBERSHIP** - Spring 2023 marked the end-of-term for long-time committee member Margit Griffith, who stepped down after 9 years of dedicated service. Margit played a key role in projects such as Wang Field, the Sport Court, and the proposed Community Center. Margit also contributed

countless hours to programs like Music Together and events like Coffee House and Fall Fest!

With Margit's retirement from the board, we had the opportunity to appoint David Onigman to the vacant seat. David grew up in Lincoln and has a passion for music, sports and giving back to his community. David is an advocate for recreational services for the town and brings energetic ideas regarding overall recreational programming. He has been a great fit for our work, and we are grateful to have him!

*Parks and Recreation are always looking for new ways to meet the changing needs and interests of the community and welcome any suggestions and ideas.*

## **PIERCE HOUSE COMMITTEE**

Peter Braun  
Margi Byrnes  
Anne Crosby  
Barbara Peskin  
Collette Sizer  
Terry Green (Chairperson)

“Our mission is to be the stewards of this historical 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.”

The year 2023 has been a year with some challenges and many successes. Dan Pereira, Assistant Town Administrator, was given somewhat short notice that the Pierce House Director, Victoria Otis, would be leaving her position. We were fortunate enough to recruit Jennifer Westlund as the new Director. Jennifer comes to this position with many years of experience in hospitality and a familiarity with the Pierce House, having worked many past events. The transition period uncovered many challenges that Jenn has overcome with professionalism and a positive attitude. Events for this year included: Corporate Events-3 Council on Aging -36 (no charge) Town - 28 (no charge, we now have a policy in place that includes a small fee in some cases) Rehearsals - 39 (included in the contract) Weddings - 43 (this was down from the prior year) Tours/revisits - 92.

In addition to the events Jennifer has diplomatically managed concerns regarding noise and has continued to be diligent to follow the protocols as developed by the committee. While noise continues to be a challenge the Pierce House takes these issues seriously and has employed many mitigation strategies that seem to be helping. The committee has approved the purchase of an automated decibel measuring system that will alert the DJ when the sound exceeds the limit. This will be more effective and will eliminate the need to manually measure the sound throughout the course of an event.

Anne Crosby worked with our tree warden, Ken Bassett, to assess the feasibility of adding trees lining the access road. She procured a grant from the Garden Club and with additional contributions from Mr. Bassett’s budget 5 new red maple trees are now lining the access road.

One of the more daunting challenges of the Pierce House was when we were made aware by the Board of Health that the kitchen was not up to code. This

became an unplanned but important project. This entailed removing some equipment and adding new up to code equipment. Dan Pereira and Brandon Kelly, Facilities Manager and Jennifer worked tirelessly with the Board of Health and necessary vendors to bring the kitchen up to code. While this was a significant expenditure the House fund was able to pay for this.

Routine maintenance continues to be a focus of the committee. Rooms have been painted, carpets replaced, and new artwork installed. The inside of the house is much improved and adds to the marketability of the house. The outside of the house continues to present concerns of both structural integrity as well as ambiance (peeling paint) Adding new handrails to walkways was approved and will aid with ADA compliance. It will be important to work with Brandon Kelly to help us prioritize our efforts and funding.

The financial reports have continued to be modified and improved to make sure expenses and revenue end up in the correct account for easier accountability. Peter Braun has worked with Colleen Wilkins to make these improvements. We are grateful for Colleen's efforts on behalf of the Pierce House. Dan and Jenn developed a report that allows us to see when events are booked, where we have openings and what money has been collected.

The committee is grateful for the continued contributions made by the Senior Work-Off volunteers. The Pierce House Committee appreciates the guidance of support of Dan Pereira, Assistant Town Administrator, the Select Board, and our Department of Public Works.

## LINCOLN CULTURAL COUNCIL

Catherine Coleman, Treasurer  
Philana Mia Gnatkowski  
Wendy Hubbard  
Chris Loschen, Secretary  
Debbie Page  
Meg Ramsey, Chair  
Rick Rundell

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 2024, (applications due by October 2023 and decisions made in January 2024) the LCC received \$5500 from the Massachusetts Cultural Council (MCC). We also made a decision to use \$500 from monies that have been in a small account for the council.

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 2023**, we determined our main areas of focus will be events in performance and visual arts especially music and theater events and art exhibits; events that explore the natural world and events that explore local history. We are committed to bringing forward diverse voices and viewpoints. For more information see the Lincoln page of the MCC website. We appreciate the people in Lincoln who took the time to respond to our online survey this summer. **The LCC will be doing another community input survey in 2026.**

**For fiscal 2024** we received 18 applications and funded (or partially funded) 10 projects. The funded projects (in no particular order) were:

- Lincoln Land Conservation Trust (Pollinator Pathway Signage)
- Society for the Preservation of NE Antiquities (Codman Estate Program Series)
- Society for Historically Informed Performance (Summer Concert series)

- Lincoln-Sudbury Civic Orchestra (Support for Spring Concert)
- Rivers School Conservatory (Support of Rivers Symphony Orchestra)
- The Discovery Museum (Open Door Connections program)
- Sonic Liberation Players (Family Concert)
- Mary Crowe (Theater production)
- Sudbury Savoyards (Princess Ida production)
- William Huss (Lincoln Arts and Farmers Market)

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 also encourage collaboration amongst artists/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 next grant cycle which begins in the Fall of 2023. Please see the Mass Cultural Council website for more information. Please note that all applications must be submitted electronically, and late applications cannot be accepted.

Like us on FaceBook! Search for us at Lincoln Cultural Council and Like our Page. Send us notifications of upcoming arts/cultural related events and we will publish them.

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

## **LINCOLN SCHOOL COMMITTEE - LINCOLN PUBLIC SCHOOLS**

Jacob Lehrhoff  
Kim Mack, METCO Representative  
John MacLachlan  
Matina Madrick, Chairperson  
Kim Rajdev, Vice Chairperson  
Susan Taylor  
Laurel Wironen, Hanscom School Liaison Specialist

The Lincoln Public Schools is one community that is nevertheless composed of students and families from many different communities: the town of Lincoln, the Hanscom Air Force Base, Boston, and the many communities where our staff members live who bring their children to Lincoln.

We provide educational services to students beginning as young as 2 years, 9 months when they enroll in the Lincoln Public Schools Preschool, and all the way through eighth grade. Students are educated at two different campuses: the Lincoln School campus, which serves students from preschool through eighth grade; and the Hanscom School campus, which serves students living on base from preschool through eighth grade. Lincoln was one of the first towns to participate in the METCO program, and we continue to be a proud METCO district with approximately 90 Boston-resident students as part of our overall student body.

### **District Enrollment 2023-2024**

As of October 1, 2023, the LPS total enrollment pre-K - 8 was 1070 students. Enrollment on the Lincoln campus was 548, including 30 pre-K students, 278 students in the Lincoln School grades K - 4, and 240 students in the Lincoln School grades 5 - 8. Enrollment on the Hanscom campus was 522, including 77 pre-K students, 268 students in the Hanscom School grades K - 4, and 177 students in the Hanscom School grades 5 - 8. Included in these totals, the district had 29 students in out-of-district placements. In addition, there are 7 students attending a CASE Collaborative program located in the Lincoln School. Of these students, 5 reside at Hanscom Air Force Base. The other students reside in another school district.

### **Highlights of 2023-2024**

With the Lincoln School building project completed, there has been a renewed focus on creating a sense of community within the building and using the building as a space to create connections with the larger community. Through whole-school meetings and assemblies, student concerts, plays, sporting events, and

community activities, we are working to make use of the beautiful new building, and to have it become a resource for the whole town.

Similarly, the Hanscom School has hosted its own activities, assemblies, and concerts this year to celebrate students and bring the Hanscom community together. One event of note was the Hanscom tree lighting ceremony in December, when the Base opened its gates to the larger community, allowing anyone who wanted to come on Base and celebrate the winter season.

In the schools there has been a heightened focus on creating a sense of belonging among students. This has been supported by the implementation of Responsive Classroom, an evidenced-based approach that helps to create a strong link between academic success and social-emotional learning by creating positive classroom cultures and responding to student behaviors. All existing faculty have been trained in Responsive Classroom, and all new faculty are in the process of being trained. Additionally, consultants from the Responsive Classroom organization visited both schools in the fall and winter to conduct classroom walkthroughs, collect data around implementation, and provide us with feedback on areas for improvement.

Finally, Lincoln Public Schools welcomed a number of new staff members in leadership positions this year. Jay Peledge returned to the district as the principal of the Lincoln School 5–8; Torrance Lewis joined the district as the new assistant superintendent; and Parry Graham joined the district as the new superintendent.

During the first part of the school year, Parry Graham has been engaged in an entry planning process, in which he reviews the district's strengths and areas for improvement. This will lead to a report of findings in the spring and will serve as a springboard for developing a multi-year district strategic plan.

### **2023-2024 District Strategic Priorities:**

Our goal as a district is to strengthen the engagement, achievement, and social and emotional development of all students. For the 2023-24 school year, two of our strategic priorities emphasize the importance of equity and culture in reaching that goal. First, we are working to revisit and revise the district's five-year AIDE plan through a collaborative process that identifies both short-term and long-term steps. Secondly, we are supporting faculty and staff in the implementation of Responsive Classroom to ensure that all students feel a sense of connection and belonging in their classrooms. Finally, as part of the Superintendent's formal Entry Plan, we are reviewing student learning data, district curricula, and pedagogical practices in order to identify targeted areas for long-term improvement connected to curriculum, instruction, and educator growth and innovation.

## LINCOLN-SUDBURY REGIONAL HIGH SCHOOL, SCHOOL COMMITTEE

Cara Endyke-Doran, Sudbury, Chair

Ravi Simon, Lincoln, Vice-Chair

Catherine Bitter, Lincoln

Kevin Matthews, Sudbury

Lucy Maulsby, Lincoln

Mary Warzynski, Sudbury

Andrew Stephens, LSRHS Superintendent/Principal

### 2023 Town Report

As of July 1, 2023, I was very pleased to start as the new Superintendent/Principal of LSRHSD, along with the hiring of 27 new faculty members. Additionally, we welcomed Susan Shields, Timothy Jason, and Leslie Patterson to new administrative roles at LS. Susan and Timothy are the East and West House Associate Principals respectively and Leslie is the Director of Planning, Instruction and Curriculum.

The High School's Core Values, [Strategic Plan](#) and [2023-2024 School Goals](#) 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 strive to develop engaging courses, foster strong connections with students, and support well-rounded learning experiences 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 as seen in our [Portrait of a Graduate](#) which outlines the skills, characteristics, and dispositions we feel all students need to possess.

The 2023-2024 school opening went very well with *First Adventure* activities run for all of our incoming 9th graders to build community and familiarize them with LS. We have had a series of events, activities and traditions throughout the fall that have been a joy in which to participate. Of particular note was the *Wall of Recognition* ceremony which recognized and honored the profound contribution the recipients made to the LS community during their years of service to this district, school, colleagues, and students:

<ul style="list-style-type: none"> <li>• Yoshitako Ando</li> <li>• Leslie Belcher</li> <li>• Joanna Crawford</li> <li>• Rich Davison</li> <li>• Nancy Errico</li> </ul>	<ul style="list-style-type: none"> <li>• Peter Fredrickson</li> <li>• Nancy O'Neil</li> <li>• Judy Plott</li> <li>• Bill Ray</li> <li>• Karen Thomsen</li> </ul>
---	--

I am very excited that LSRHS implemented a school wide Advisory Program at the start of this school year and am very appreciative of all of the thought and work that went into the creation of this program. In Advisory, students meet once a week with a faculty advisor and nine to eleven other students in their grade. The goal of this advisory block is to work on building relationships, developing skills to be an engaged citizen, learning about LS and its resources, and developing skills for life after LS. This new program at its core gives every student a chance to connect about school and life and to create a smaller community within the larger LS one.

At Lincoln Sudbury Regional High School, the METCO (Metropolitan Council for Educational Opportunity, Inc) serves Boston resident students as part of a school integration program founded to combat segregation and racial isolation. Our program enriches the school with 89 Boston resident students and provides a transactional exchange between both Lincoln resident students and families, Sudbury students and families, and Boston residents students within the Lincoln Sudbury Regional High School setting.

The Global Scholars Program continued to grow in 2023. Sixty twelfth graders are currently on track to complete their capstone projects in April of 2024. An additional fifty eleventh graders are currently enrolled in the program. The purpose of the program is to encourage students to attain a level of competency, knowledge, and empathy in the global context. The program is tailored to each student's interest with a strong emphasis for each student to reflect on their learning, to have experiences that will transform their thinking about the world, and how they will develop capacity to be a productive influence in that world.

Our October 1, 2023, enrollment totaled 1,522 students overall with 1,462 enrolled in district and 60 students in out-of-district placements. Included in this total are students from Boston attending via the METCO Program. Class size medians range from 20-25.

The LS School Committee and the LS Teachers' Association are in year two of the three-year agreement for 2022-2025. The agreement represents the COLA increase of 3% (2022-2023), 2% (2023-2024), and 2% (2024-2025). The district continues to offer health insurance through a single provider, Harvard Pilgrim Health Care.

In 2023, the LS Tech Team was pleased to continue to offer a chromebook for any student(s) in need of a device for school/home use.

The Other Post Employment Benefits (OPEB) valuation for 2023 was a mid-cycle review with continued contributions from the budget and voted Excess and Deficiency totaling \$633,109 with deposits of \$383,109 and \$250,000, respectively. Due to GASB 75 standards the discount rate assumption changed from 5.94% to 5.89% increasing the disclosed liability by approximately \$200,000 which is slightly less favorable than the prior year. The total impact of these assumption changes increased disclosed liabilities by approximately \$1.3 million. The OPEB Trust had \$3,726,595 of OPEB assets as of June 30, 2023, an increase of \$821,793.

We at LS greatly appreciate the continued support of the Towns of Lincoln and Sudbury for our annual operating costs and the support of our educational program. We also appreciate the supplemental support of the Sudbury Foundation, LSPO, 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.



Andrew Stephens  
LSRHS Superintendent/Principal