

Town of Lincoln
Minutes of Select Board Meeting
Lincoln Town Office
{Virtual Meeting via GoToMeeting}
February 16, 2021 6:30 p.m.

In attendance at the Select Board meeting: Board Members Bill Finger, Chair, Bay Danforth, Paul Forlenza, Will Sipsey, Oakley Smith (arriving at 6:33 p.m.), Select Board Assistant/Bookkeeper Ann Kensek, Ellie Bryant acting as notetaker. Citizens: Serena Fox, Seth Hanselmann, Josiah Jackson, Jim Warnock, Andrew Fursch, Anna Smith, Erin Warnock, Jeff Meller, Mary Gemignani, Devon MacLeod, William Jesdale, Christie Sumner.

Agenda adjustments and approval:

Paul added nomination for Lincoln Conservation Commission.

Bill added executive session for a personnel matter.

Bay added restructuring of ZBA and DRB.

MOTION by Bill Finger, second by Paul Forlenza, to approve the meeting agenda.

MOTION PASSED 4-1-0 (Oakley absent)

Consent agenda:

Minutes of 2/2 Regular Meeting and 2/10 & 2/11 Special Meetings

Payroll Check Warrants:

AP Warrant # 2131A for \$169,814. (for new Town truck)

AP Warrant #21/34 for \$43,830.

PR Warrant #21/33 for \$4,608.94

PR Warrant #21/34 for \$3,916.24

MOTION by Paul Forlenza, second by Bill Finger, to approve the consent agenda.

MOTION PASSED 4-1-0 (Oakley absent)

Driveway access permit application for Lincoln Gap Road:

Serena Fox and Seth Hanselmann own 60 acres of land purchased from Jean Foreman on which they plan to build a 1500SF house by the fall with no intention of subdividing the land for development. They presented with their request for permit approval a map for a proposed driveway access. Their presentation was in response to SB concern that the permit appears outdated with an inappropriate minimum required sight distance fixed, per ordinance, at 100 feet regardless of road classification, surface type, terrain, traffic count, set speed limit or actual speed of vehicles, often exceeding the posted speed limit of 35 MPH. Assuming an average vehicle speed of 45 MPH (posted speed + 10 MPH), the FHWA suggested sight distances range between 400-500 feet. The diagram presented indicates 250 feet of sight distance in each direction. The actual sight distance may be further shortened by the curves and elevation changes east and west of the proposed access point. Section 1-400 (7) of the Town's access ordinance

47 reads: “The Board may impose additional conditions on the permit, as it deems necessary to
48 promote and protect traffic safety on Town highways. The Board may also limit the number of
49 accesses that may be permitted for a particular tract of land.” It was advised that Fox and
50 Hanselmann consult with an engineer about the safety of driveway access as it appears on their
51 map.

52 Bill suggested postponing action on the access permit application until sight distance
53 requirements are updated in the ordinance.

54

55 Highway report:

- 56 • Bill Finger stated that the new Town truck is in service while the old truck is being
57 serviced.
- 58 • The old South Lincoln post office building is subject to damage caused by the snow
59 plow. Dave Cavoretto repaired a broken window to the satisfaction of the property
60 owner.

61

62 Budget and Finance:

- 63 • The 2020 audit has been examined.

64

65 MOTION by Paul Forlenza, second by Will Sipsey, to accept the 2020 audit report.

66 MOTION PASSED 5-0-0.

67

68 MOTION by Paul Forlenza, second by Bay Jackson, that beginning with the FY22 audit: the
69 treasurer and assistant treasurer make a recommendation to the board to accept or reject the
70 audit.

71 MOTION PASSED 5-0-0.

72

- 73 • At the budget information meeting, 10 citizens participated, 4 of them on the SB.
- 74 • Paul will go through budget information at Town Meeting.
- 75 • Bay suggested presenting updates on budget, permits, sand pit, and Jackson land.
- 76 • Paul will identify where cost increases occur in Town operations and will present slides
77 for articles.
- 78 • Bill will ask Todd Goodyear to monitor speakers at the virtual Town Meeting.
- 79 • Paul reported that the budget is at 59% for general fund and highway combined.
- 80 • Some election costs will be reimbursed by CARES, and a portion of road work is covered
81 by grants.

82

83 Planning and Zoning:

- 84 • Will Sipsey resigned as interim zoning administrator.

85

86 MOTION by Paul Forlenza, second by Bay Jackson, to accept Will Sipsey’s resignation from the
87 position of interim zoning administrator.

88 MOTION PASSED 4-0-1 (Will abstaining).

89

- 90 • Ann Kensek volunteered to act as interim zoning administrator.
- 91 • A part-time bookkeeper may be hired to replace Ann.
- 92 • Aaron Thomas of the Lincoln Planning Commission has expressed appreciation for the

93 work Will has done.

94

95 MOTION by Paul Forlenza, second by Bay Jackson, to approve Ann Kensek as interim zoning
96 administration for an indefinite period of time.

97 MOTION PASSED 5-0-0.

98

99 • Ads for a permanent zoning administrator have been placed with VLCT, FPF, *7Days*, and
100 *Addison Independent*.

101 • It was suggested that the SB consider sharing a zoning administrator with another town.
102 Paul will explore the possibility of a shared full-time zoning administrator.

103

104 Union School District issue:

105 • The Lincoln Reimagined group is working on a proposal to present to the MAUSD
106 board.

107 • Jim Warnock reported that he has spoken with a school superintendent in Massachusetts
108 associated with DMG, the Boston firm working with low-performing districts. He hopes
109 to have the proposal ready to present to the school board in March.

110 • Paul has spoken with Dawn Griswold, member of the MAUSD board, and reports that
111 she hopes to make a presentation in April regarding financial weighting and how
112 weighting affects school districts.

113 • Paul suggested scheduling review of proposals for the second meeting in March and
114 reported that some teachers' groups may be working on another proposal for the MAUSD
115 board.

116 • Bill reported that the SB should draft a letter emphasizing the need for all proposals to be
117 evaluated by outside organizations. He also suggested speaking with other town SBs to
118 assess their opinion on closing schools and joining forces in drafting letters to the
119 MAUSD board.

120 • Bill Jesdale and Jim Warnock expressed thanks to the SB for involvement in the Lincoln
121 Community School issue.

122 • Bay reported the next MAUSD board meeting is scheduled for February 27.

123

124 Request for Proposals:

125 • Ann has delivered a RFP for IT management to Will. Will has not yet sent out the RFP.

126

127 Town website:

128 • Bay is collaborating on a website design that will include photos, logo, colors, content
129 layout, and icons and reports that the design is moving forward.

130

131 Jackson/MALT conservation easement:

132 • Fundraising efforts are underway and a website will be designed to accept donations to
133 the project.

134 • Tina Scharf and the Lincoln Conservation group have discussed maintenance issues for
135 the property.

136

137 Public Safety:

- 138 • Regarding the bike and pedestrian scoping study for construction of a sidewalk from the
139 Old Hotel to LCS, Steve Harris has looked at students using the Jackson land for
140 conservation projects and has reported the expense for a gravel path and bridge across the
141 river from LCS to the Jackson land will fall in the range of \$600,000.
142 • No decisions were made regarding access to the Jackson land.

143

144 Zoning Board of Approval and Development Review Board:

- 145 • Bay suggested the SB send an email thanking Nate Gusakov for his work on the Zoning
146 Board before submitting his resignation.
147 • Bay stated that the ZBA and DRB may benefit from restructuring and requested that a
148 discussion for restructuring be placed on a future SB agenda for clarification of the
149 boards' functions and their jurisdictions. Bill suggested an April date with preplanning
150 for the discussion.

151

152 Discussion regarding the transfer station was tabled.

153

154 Discussion regarding Lincoln Library reappraisal was tabled.

155

156 MOTION by Bill Finger, second by Paul Forlenza, to have SB members sign the PVR 4155
157 Certification of No Appeal or Suit Pending on Grand List Values.

158 MOTION PASSED 5-0-0.

159

160 MOTION by Paul Forlenza, second by Bay Jackson, to appoint Katie Manaras to the Lincoln
161 Conservation Committee.

162 MOTION PASSED 4-0-1 (Oakley abstaining).

163

164 MOTION by Oakley Smith, second by Paul Forlenza, to enter executive session based on
165 premature general public knowledge of confidential communications regarding a personnel
166 matter would place the Town at a substantial disadvantage due to public disclosure of privileged
167 considerations. There were no comments or discussion.

168 MOTION PASSED 5-0-0.

169

170 The Select Board entered executive session at 8:51 p.m. at which point the notetaker left the
171 meeting.

172

173 Respectfully submitted,

174 Ellie Bryant

175

176 *The Lincoln Town Office is accessible for all. If you need additional accommodations to attend*
177 *this meeting, please call 453-2980 as far ahead as possible.*