

**Town of Lincoln**  
**Planning Commission Regular Meeting Minutes**  
**September 7, 2023 • 6:30pm**

- 6:32pm Matt called the meeting to order.  
Present: Spencer Prescott, Matt Atkins (Chair), Barbara Murphy-Warrington (Vice-Chair), and Serena Fox (Clerk/Secretary).  
Absent: Ken Pohlman.
- 6:33pm Matt made a motion to approve the minutes from the August 17 meeting as written. Barbara seconded. All approved.
- 6:33pm Motion to approve the September 7 agenda: Barbara seconded. All approved.

Current Biz:

**Review** the meeting at Burnham Hall. Serena mentioned Nancy Steven's compliments. Barbara felt we were prepared and it was successful.

**Grant Administrator:** Spencer said that Ann mentioned that the Grant needs to be handled by someone in the town offices. Barbara and Serena were confused by Katie's emails of today. We are unclear about timing, people, and next steps (to fulfill the Grant).

- Can we adopt the revisions sooner than later?
- We can hire Katie? (We agreed this is not necessary.)
- We need to complete the Grant for additional help. September 30 deadline.
- Currently over-budget situation is covered by an over-flow fund.

Serena stressed that we adopt these changes sooner than later. Can Benj help us do that? Second grant can help over time, but we'd like a more timely solution. Can we incorporate Jim Dumond's changes as well?

Barbara suggests we connect with the Regional Planning Commission to help us edit the regs.

**Consulting support.** Grant would be written specifically to this.

September 1 opening application. September 30 deadline. Nov 1 (Dec 1) decision? **Barbara will check into all of this.** We will apply for as much as we possibly can. **Barbara will ask for a sample grant from Katie.**

We decided to offer up the presentation (once Katie has edited and sent via email to us) to the Select Board (SB), leaving out Jim's Suggestions for now). We'll connect with Jim later per his suggestions and requests.

Katie is working on another draft to offer up the the SB. We'll quickly review that in our October meeting, send to the SB. Wrap it up. The SB will need to have a public hearing before voting.

We are eager to move into new business. We'll review Hall's list and see what's priority—and what needs to be added.

**Matt will call re: what the SB needs to do re the above.**

- 7:30pm Matt made a motion to adjourn. Seconded by Barbara. All approved.

The Planning Commission would like to thank all who participated and encourage community members to attend our meetings which occur on the first Thursday of each month at 6:30pm at the Town Offices.