

1 **PENDING APPROVAL**

2 Town of Lincoln
3 Regular Selectboard Meeting
4 Tuesday, December 6, 2022
5 6:30p – Town Office
6

7 Selectboard Members in Attendance: Oakley Smith (OS), Tim McGowan (TM), Bay Jackson
8 (BJ), Alan Schmidt (AS), Bill Finger (BF) –Chair
9

10 Town Staff Present: Ann Moreau-Kensek (AK) - Selectboard Assistant via Zoom,, Christine
11 Birong-Smith (CBS) - Selectboard Clerk
12

13 Others in attendance in-person Mary Gemignani (MG) – Lincoln School Board
14

15 Others in attendance via Zoom: Jo Jackson (JJ) – Planning Commission
16

16 Called to Order at 6:36pm by BF
17

17 **Regular Meeting Agenda**

18 **Agenda adjustments and approval**

- 19 a. Add additional warrant on the grader and a payment for lawn care
20 b. Toward end of the meeting, add town garage survey

21 **Motion** BF, OS 2nd moves to approve agenda with those changes

22 **Passed** 5/0/0

23 **Public Comment** – No public comment
24

24 **Consent Agenda**

- 25 1. Minutes 11/15/22 regular, 11/17/22 special & 11/21/22 special meeting (Int. Zoning Hearing)
26 2. Payroll check warrants
27 1. PR 23-21 \$3414.27
28 2. PR 23-22 \$2686.44
29 3. PR 23-23 \$3361.38
30 1. TM highlighted issue concerning Highway Supervisor, Dave Cavoretto’s paystub
31 3. Accounts payable check warrants
32 1. AP 23-23 \$111,194.52
33 1. Discussion of appropriate equipment license to move to operate trailer
34 2. Newly hired highway employee has the proper license for this kind of transport
35 3. Line item for Otter Creek Engineering
36 1. TM wanted to verify payment plan schedule
37 4. United Construction Forestry for parts
38 1. TM inquired about maintenance records and procedures
39 4. Catering Permit – Burnham Hall (12-9-22)

40 1. Nomadic Chef for upcoming event

41 **Motion** TM, OS 2nd motion to approve Consent agenda

42 **Passed** 5/0/0

43 **Reports**

44 Highway

45 1. **1.1** Personnel hiring update

46 1. New hire started yesterday and passed preemployment physical and conducted road
47 maintenance work today

48 2. **1.2** Trucks, Equipment and Road maintenance

49 1. New truck is ready to arrive

50 2. BF reviewed the rising costs of parts for road equipment

51 Lincoln School Board – Progress update – Mary Gemignani

52 c. Hired consultant, Madelyn Crudo-Burke, to support and guide the school board in the
53 necessary steps to meet requirements prior to July 1, 2023 changes

54 i. Crudo-Burke is guiding them on organizational structure and working with
55 school principle, Tory Riley, by looking at staffing and professional development
56 plans and facilities

57 ii. Informational meeting coming soon with Save Community Schools (SCS)

58 1. SCS are also helping with the fundraising for all of the expenses that the
59 town will have before July 1st trying to raise \$100,000

60 iii. Every meeting the school board works on policies

61 1. Policy changes are being posted on the website

62 a. Current area of focus is figuring policies for students 7th grade
63 and higher

64 i. The board is looking to Peacham’s model for guidance
65 and best practices and recently met with an administrator
66 for the Peacham town school

67 2. Current 7th through 12th graders will access school choice resources and
68 rights, which allows parents to choose where to go to school

69 iv. Working with collective bargaining for the teachers and working with a team to
70 support that work

71 v. Exit agreement

72 1. Meeting with MAUSD Superintendent, Patrick Reen, on getting building
73 back and other details

74 2. Lawyer, Chris Leopold, has been hired to work with board members on
75 agreement

76 vi. Former Lincoln school board member, Paul Forlenza, has agreed to work with
77 current school board to help keep legal with dates and deadlines met

78 vii. Transportation

79 1. School board has been looking at different options:

80 a. Bus system needs to be reviewed for efficiencies

81 b. Currently there are grants to buy electric buses, but the school
82 board is not ready to make that investment at this time;

- 83 c. Red Cedar has made a deal with the tri-town buses and Lincoln
84 could investigate a similar model
85 d. TM inquired about details regarding recent payment to MAUSD
86 and MG said funds are being held closely and being watched
87
88 viii. The question was raised:
89 1. Does school board have the authority at this point to levy taxes?
90 a. General review of history of issue by MG
91 b. General discussion about different means of raising funds
through taxes

92 **Selectboard Assistant - AK**

- 93 • Working toward budget and getting numbers, organizing at the office, and getting numbers
94 updated
95 • BJ wanted to know what the process is for posting agendas and minutes for newly established
96 boards to make sure Open Meeting laws are being honored
97 a. BJ raised the question:
98 i. Should there be someone who checks to make sure Open Meeting law is being
99 followed
100 1. AK suggested that all board members take a one-hour Open Meeting law
101 training to gain knowledge and to use as a refresher to support
102 understanding and implementation
103 2. At this time, the immediate responsibility of Open Meeting law
104 compliance falls to the chair of each board
105 a. BJ suggested a reminder be sent to each board regarding these
106 requirements
107 i. BJ said she will send an email to serve this function

108
109 **d. Town Treasurer**

- 110 • Town Treasurer has been out, and so BF and TM have met on budget to review and discuss
111 numbers

112
113 **f. Zoning Administrator**

- 114 • Clark's conditional use permit meeting is tomorrow
115 • Clarks have asked that decision regarding previous permit that's at the state be placed on hold
116 until review and decision regarding latest permit takes place

117 **Old Business**

118 **a. ARPA Survey**

- 119 1. BJ gave presentation of survey results re: town resident input about allocation and use of funds
120 2. Screen share of graphs illustrating public interest and comments regarding projects
121 a. This document will be posted to the website after final edits
122 b. TM brought up ideas of things that the town could use for itself
123 c. BF expressed concern of possibly spreading the funds too thin

- 124 i. There was general discussion on how to allocate funding into a few big projects
125 vs. several small projects
126 d. BJ spoke to supporting community engagement in the next steps of the decision-making
127 process and notifying the organizations of where the town currently is in the decision-
128 making process, so they receive an update
129 e. General discussion about trajectory of decision-making process since money does not
130 have to be allocated until 2024

131
132 **b. FY24 Budget – Review 1st draft**

- 133 **1. Treasurer Van Talmage, BF, and AK have worked to compile the FY24 Budget:**
134 a. Paper copy of budget distributed to selectboard members for review and reference
135 b. BF presented increases and shifts in budgets and reviewed the team’s process
136 when developing this year’s budget (i.e.: increasing in legal expense budget and
137 its justification and advertisements for job openings)
138 i. Discussed possibility of hiring a town administrator and how that is
139 reflected in the budget
140 ii. Review of specific line items by board members for general discussion
141 and clarification
142 iii. Question was raised: How is the town going to shift the assistant town
143 treasurer position once the post occupant vacates?
144 1. This issue requires further review
145 iv. Conversation around the possibility of having newly elected sheriff come
146 in to talk about police presence discussed
147 c. Discussion of including projected inflation adjustments into the budget numbers
148 d. AK will begin compiling what the budget allocations for specific expenses have

149 **c. Executive Session**

150 **Motion** OS, BF 2nd to move into Executive Session to discuss contracts [related to budget
151 review] where premature general public knowledge would clearly place the town or a person
152 involved at a substantial disadvantage.

153 **Passed** 5/0/0

154
155 Meeting minutes addendum

156
157 **Entered executive session** at 9:07 PM

158 **Exited executive session** at 10:34 PM

159 **MOTION** by Tim McGowan, 2nd by Oakley Smith to pay holiday bonuses to town employees,
160 including the elected Town Clerk, appointed town treasurer regardless of total work hours.

161 **PASSED 5/0/0**

162 **Meeting adjourned** at 10:40 PM

163
164 Addendum Respectfully submitted by Bill Finger