

Town of Lincoln
Regular Selectboard Meeting
August 3, 2021

Meeting Minutes [Draft]

SB Members Present: Bill Finger (BF), Bay Jackson (BJ), Paul Forlenza (PF), Oakley Smith (OS)(on-line)

Staff Present: Ann Kensek (AK), SB Assistant, Bookkeeper, and Zoning Administrator(ZA); Sally Ober (SO), Town Clerk; Christine Birong-Smith (CBS), SB Minutes Taker; Dave Cavoretto (DC), Road Foreman

Citizens Present: Barry Olson (BO)

Meeting called to order by SB chair, BF at 6:42pm

Agenda adjustments and approval

- No adjustment
- Unanimous approval implied

Public comment

a. By request – Barry Olson – discuss decision to not pave Page Hill (So. Lincoln Rd.)

- Based upon previous exchanges, BO was under the understanding that the recent paving job was going to include paving this section of road after drainage work was done and would like to understand why it was not
- BF looked back at the 2019 Town meeting presentation when the possibility of removing the pavement on the entire road was raised. The pavement on Page Hill section of S. Lincoln Rd. was previously removed.
 - This decision not to replace the pavement on Page Hill was based upon informal feedback from road users to the Road Foreman and several SB members
- BO expressed that the road is not in good condition during certain times of year
- DC who did road grading stated that people living in the area said it was safer driving when left unpaved because of slippery conditions, and in order to pave the road at this point, the town would need to rebuild road
- PF suggested the topic be studied, review costs, and further discussed
- BF said it would not be paved this year, but that discussion around topic could happen
- BF said it could be added to the agenda at some point
- BJ will add it to the Trello board to get this topic on agenda before town meeting

Consent agenda (CA)

a. Minutes 7/20 Regular meeting

- b. Payroll Check Warrants
 - Payroll Warrant # 22/05 \$4,525.79
 - Payroll Warrant #22/06 \$4235.01
- c. Accounts Payable Check Warrant
 - Accounts Payable Warrant # 22/06 \$41,335.68
- PF asked for clarification re: AP 2206 - there is a charge for Forge Hill for Acker, PF wanted to know if covered by grant(s)
 - AK stated that it is not covered by grant(s)

Motion: BF, PF 2nd to pass CA agenda

Passed: 4/0/1(abstention)

New Town Website Report /Trello board updates - BJ

- Updated site is live and includes all information legally required to be present on a town website
 - There are more pages in development that will be released upon completion
- Now gathering feedback from the various town boards and commissions re: content and formatting
- BJ is currently overseeing content management, but eventually discussion will have to be had regarding who will take this work over as part of a paid position
 - General discussion regarding content management and manager was had among SB and town staff

Reports

Highways, grants, projects, etc.

- 2021 Paving – So. Lincoln Road
 - DC reported that work is complete and other projects are in progress
- DC reported on issue with a town resident who came to show DC works in to take materials
 - Dave is coming to SB to inform them of the issue and that the gate will be locked from here on out
 - General discussion for how to further handle the issue was had
- DC reported that a tree fell on a town truck and caused damage
 - Insurance estimation to come for repairs to evaluate viability of filing a claim
 - No injuries.
- SO reported that bike event on Orchard Road (a class 4 road) were told they were not allowed access to bridge by a town resident
 - General discussion of topic and possible ways to approach issue was had

Selectboard assistant - AK

- Cleaner has gotten another job, AK is looking into contracting with a different cleaning service
- Zoning remains busy with numerous permits and working through issues with violators
- Contacted Public Service Board about cell tower functions in town
 - Public Service Board said ATT is responsible for these specific towners
 - AK contacted ATT and they are going to run some long distance tests and AK will be in contact ATT regarding test results

Town Clerk/Treasurer – MAUSD – Mail-in ballot update

- Prepared and stuffed ballots and mailed in Friday re: MAUSD
 - Envelopes are the size of flat, so cost of mailing was double letter size

- Discussion of investing in using a mailing house or equipment/materials to use to make this process more efficient if mailing ballots and other materials is going to continue
- SO will be reaching out to community members to help out on election day who are not already connected to the MAUSD topic

Budget and Finance

- Set FY 22 Tax Rate
 - BF shared Computation of FY2022 Tax Rate on projected slide

Motion: PF, 2nd BJ to accept tax rates as presented, which is different than what was presented in the annual report

Passed: 3/0/2

- Upon passing motion, discussion and review of increase percentages took place among SB members
 - It was noted that there is a deficit that will have to be made up in FY2023

American Rescue Plan Act (ARPA) 2021 – use of funds committee - PF

- No new developments
- There is time to get this done to hold use of funds meetings

Planning & Zoning

- ZA – progress update
 - AK met with John Van Heusen (JV) from ACRPC to discuss getting iPads for DC and AK as part of a pilot program through Regional Planning to develop an app to create greater efficiencies with zoning and land use
 - PF asked that AK reach out to JV to see if iPads would qualify for funding under the ARPA

Old Business

- 2021 appointments to fill vacancies
 - Current vacancy on ZBA
 - Anticipated vacancy on PC
 - AK said the town has not advertised vacancies and that she wants to have wording of posting reviewed before advertising
 - BF wants to try to get candidates for review for next regular meeting
 - New vacancy for Town Health Officer Affordable Housing???
- Sand pit conditional use application – status
 - Permission of ZBA on conditional use application
 - There are several project conditions that need reviewing
 - Decision sent to town attorney for review
 - attorney responded with three options:
 - Accept, reconsideration/clarification from ZBA, or appeal
 - Possibility SB may have to have special meeting to review options and moving forward

Law enforcement

- Schedule SB and public discussion meetings to come

- Striping on So. Lincoln Road cannot be completed for several weeks while new pavement cures. new signs will be installed after striping is completed.

New Business

Upcoming MAUSD question meetings

- BF reminded everyone of dates of upcoming MAUSD question special meetings
- PF reports that Save Community School's group is getting preparing for meeting and is planning to try out technology prior to informational meetings
 - Town should work to get technology issues at Burnham resolved prior to Save Community School's technology trial
- Discussion of people from outside of Lincoln participating in speaking meetings
- Clarifications around bureaucratic process of withdrawal provided and discussed between meeting attendees

No executive sessions required

Meeting adjourned at 8:32pm by SB chair, BF

Respectfully submitted by Christine Birong-Smith