

SELECTMEN'S MEETING
Monday, January 12, 2015 - Selectmen Meeting Room
6:30 p.m.

AGENDA

6:30 p.m. CONVENE MEETING IN OPEN SESSION AND THEN GO INTO EXECUTIVE SESSION

1. Exemption 6: Consider Purchase, Exchange, Lease or Value of Real Property – Public Safety Site, Town Center Property and Wright Farm Residential Property (241 Grove Street)

7:00 p.m. PUBLIC COMMENTS (10 min.)

Public comments are allowed for up to 10 minutes at the beginning of each meeting. Each speaker is limited to 3 minutes for comment. Members of the Board will neither comment nor respond, other than to ask questions of clarification. Speakers are encouraged to notify the Selectmen's Office at 781-698-4580 if they wish to speak during public comment to assist the Chairman in managing meeting times.

7:10 p.m. SELECTMEN CONCERNS AND LIAISON REPORTS (5 min.)

7:15 p.m. TOWN MANAGER REPORT (5 min.)

7:20 p.m. ITEMS FOR INDIVIDUAL CONSIDERATION

1. Grant of Location – NStar - Robinson Road (5 min.) – 7:00 PM
2. Approve Pilot Ice Skating Program at Muzzey (5 min.)
3. Discussion with Planning Board regarding Zoning in the Center (30 min.)
4. Establish 2015 Permit Parking Fees (5 min.)
5. Visitor Center Program and Renovations (5 min.)
6. Gleason Road Update and Proposed Neighborhood Mitigation (20 min.) – 8:00 PM
7. FY2016 Preliminary Budget Presentation (30 min.)
8. Approve Martin Luther King Day of Service Requests (5 min.)
9. Approve Patriots Day Events (5 min.)
10. 20/20 Vision Committee Areas of Consideration (5 min.)
11. Comments on Lexington Courtyard Development (5 min.)
12. Review Draft List of Articles for 2015 Annual Town Meeting (5 min.)
13. Selectmen Committee Appointments (5 min.)
 - a. Retirement Board
 - b. Energy Conservation Committee
 - c. Historic Districts Commission

9:30 p.m. CONSENT AGENDA (5 min.)

1. Water and Sewer Commitments and Adjustments
2. Approve One-Day Liquor License – Temple Emunah
3. Approve One-Day Liquor Licenses – Historical Society
4. Vote to Release Executive Session Minutes from 2013
5. Use of Battle Green – Fife & Drum
6. Approve Minutes

9:35 p.m. EXECUTIVE SESSION (30 min.)

1. Exemption 3: Collective Bargaining Update – Library Union
2. Exemption 6: Potential Litigation - US Lighting Contract Performance

10:05 p.m. ADJOURN

A Budget Summit Meeting is scheduled for Thursday, January 15, 2015, at 7:00 p.m. in the Public Services Building Cafeteria at 201 Bedford Street.

The next regular meeting of the Board of Selectmen is scheduled for Monday, January 26, 2015 at 7:00 p.m. in the Selectmen's Meeting Room, 1625 Massachusetts Avenue.

*Hearing Assistance Devices Available on Request
All agenda times and the order of items are approximate and subject to change.*



AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE:

January 12, 2015

STAFF:

William Hadley, Director

ITEM NUMBER:

I . 1

SUBJECT:

NSTAR Electric Company (Jackie Duffy)

Robinson Rd – Install Conduit

EXECUTIVE SUMMARY:

The Department of Public Works/Engineering Division has reviewed the petition, plan and order for NSTAR Electric Company to install approximately 12 ± feet of conduit from pole 161/3 on Robinson Rd. This work is necessary to bring underground electric service to a new subdivision. A public hearing is required and abutters have been notified. The contractor who performs the excavation will be required to obtain a Street Opening Permit. The permit will be given with the condition that the pavement in Robinson Rd is not disturbed as it was recently paved. Since this petition appears to be in order, we recommend that approval be granted.

FINANCIAL IMPACT:

None

RECOMMENDATION / SUGGESTED MOTION:

Motion to approve the petition of NSTAR Electric to construct, and a location for, a line of conduits and manholes with the necessary wires and cables therein to be located in the shoulder of **Robinson Rd:**

Northwesterly @Pole 161/3 approximately 365' east of Grove Street install 12' of conduit.

STAFF FOLLOW-UP:

Engineering Division



200 Calvary Street
Waltham, Massachusetts 02453

November 5, 2014

Board of Selectmen
Town Hall
1625 Massachusetts Ave
Lexington, MA 02420

**RE: 4 Robinson Road
Lexington, MA
W.O. #2018296**

Dear Members of the Board:

The enclosed petition and plan is being presented by the NSTAR Electric Company for the purpose of obtaining a Grant of Location to install 12± feet of conduit from pole 161/3 Robinson Road, Lexington.

This work is necessary to provide electric service from pole 161/3 to new residential development.

If you have any further questions, contact Maureen Carroll @ (617) 369-6421. Your prompt attention to this matter would be greatly appreciated.

Very truly yours

A handwritten signature in cursive script that reads "William D. Lemos".

William D. Lemos, Supervisor
Rights and permits

WDL/zj
Attachments

**PETITION OF NSTAR ELECTRIC COMPANY FOR LOCATION FOR
CONDUITS
AND MANHOLES**

To the **Board of Selectmen** of the Town of **LEXINGTON** Massachusetts:

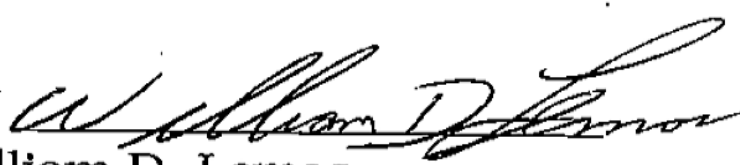
Respectfully represents **NSTAR Electric Company** a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the Board may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by **A. Debenedictis Dated November 3, 2014**, and filed herewith, under the following public way or ways of said Town:

**Robinson Rd – Northwesterly from pole 161/3 approxiamtely 365± feet
East of Grove Street a distance of about 12± feet conduit**

(WO: 2018296)

NSTAR ELECTRIC COMPANY

BY 
William D. Lemos
Rights & Permits, Supervisor

Dated this 5th day of November 2014

Town of **LEXINGTON** Massachusetts

Received and filed _____ 2014

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES
Town of LEXINGTON

WHEREAS, **NSTAR ELECTRIC COMPANY** has petitioned for permission to construct a line for the transmission of electricity for lighting, heating or power under the public way or ways of the Town thereafter specified, and notice has been given and a hearing held on said petition as provided by law.

It is ORDERED that **NSTAR ELECTRIC COMPANY** be and hereby is granted permission to construct and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

**Robinson Rd – Northwesterly from pole 161/3 approximately 365 ± feet
East of Grove Street a distance of about 12± feet conduit**

WO: (2018296)

All construction work under this Order shall be in accordance with the following conditions:

1. Conduits and manholes shall be located as shown on the plan made by **A. Debenedictis, Dated November 3, 2014**, on the file with said petition.
2. Said shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and manholes.
3. Company All work shall be done to the satisfaction of the Board of Selectmen or such officer or officers as it may appoint to supervise the work.

1	_____	Board of Selectmen the Town of LEXINGTON
2	_____	
3	_____	
4	_____	
5	_____	

CERTIFICATE

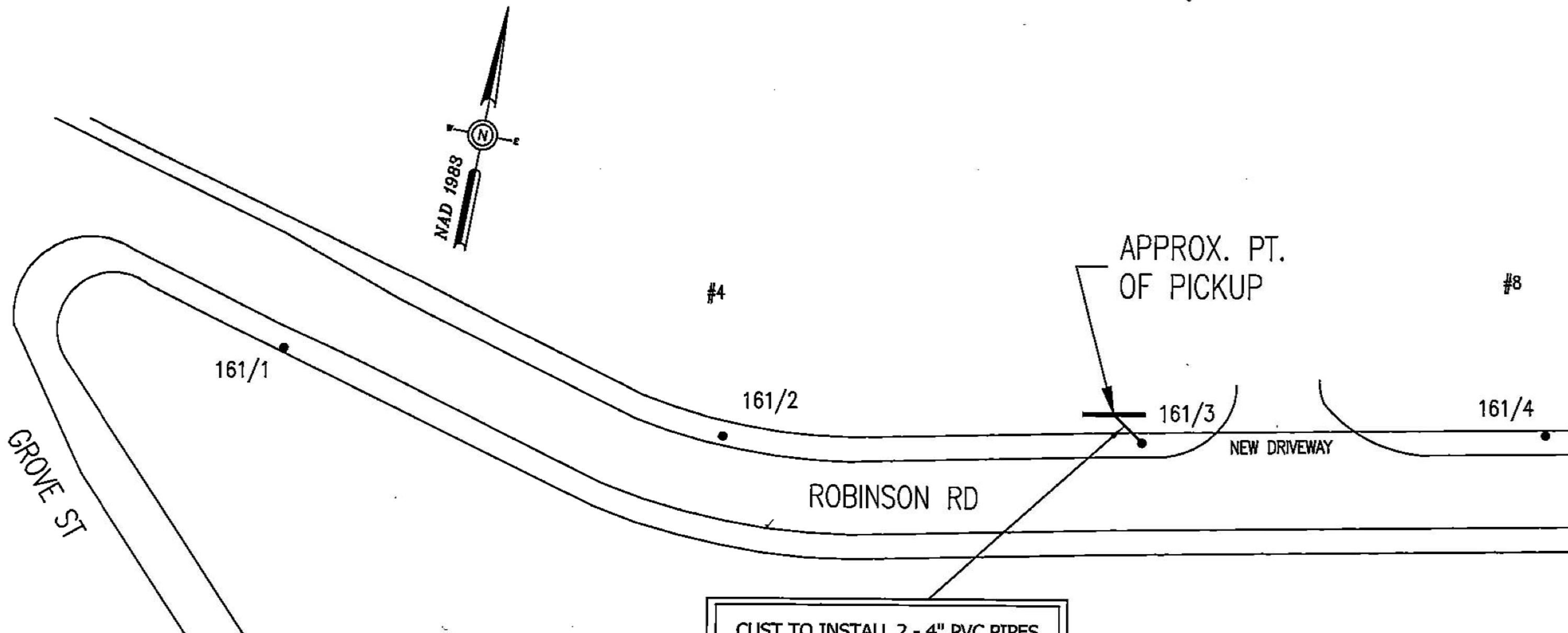
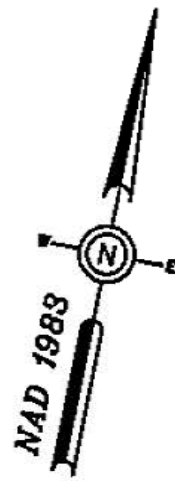
We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit: after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Selectmen to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on the _____ day of _____ 2014 at _____ in said Town.

1	_____	Board of Selectmen the Town of LEXINGTON
2	_____	
3	_____	
4	_____	
5	_____	

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the **Board of Selectmen** of the Town of **LEXINGTON**, Massachusetts, duly adopted on the _____ day of _____, 2014 and recorded with the records of location Orders of said Town, Book _____, Page _____ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter. Ed.) and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____
Clerk of the Town of **LEXINGTON**, Massachusetts



CUST TO INSTALL 2 - 4" PVC PIPES
TYPE EB IN CONCRETE
SECTION 2 FIG. 1 12.0'±

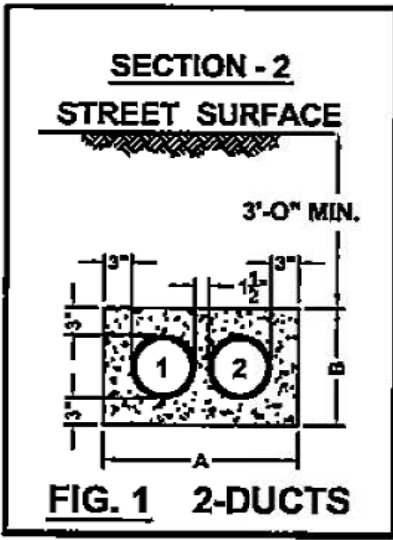
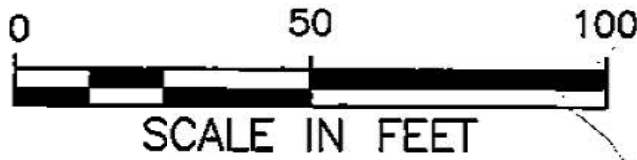


FIG	4" Ducts		5" Ducts		6" Ducts	
	A Inches	B Inches	A Inches	B Inches	A Inches	B Inches
1	18 1/2"	10 1/2"	18 1/2"	11 1/2"	21"	12 1/2"
2	22 1/2"	10 1/2"	25 1/2"	11 1/2"	28"	12 1/2"
3	28 1/2"	10 1/2"	32 1/2"	11 1/2"	37"	12 1/2"
4	16 1/2"	18 1/2"	18 1/2"	18 1/2"	21"	21"
5	22 1/2"	16 1/2"	25 1/2"	18 1/2"	28"	21"
6	16 1/2"	22 1/2"	18 1/2"	28 1/2"	21"	28"
7	16 1/2"	28 1/2"	18 1/2"	32 1/2"	21"	37"
8	28 1/2"	16 1/2"	32 1/2"	18 1/2"	37"	21"
9	22 1/2"	22 1/2"	28 1/2"	25 1/2"	28"	28"
10	34 1/2"	18 1/2"	38 1/2"	18 1/2"	45"	21"
11	16 1/2"	34 1/2"	18 1/2"	38 1/2"	21"	45"
12	22 1/2"	28 1/2"	28 1/2"	32 1/2"	28"	37"
13	28 1/2"	22 1/2"	32 1/2"	25 1/2"	37"	28"
14	40 1/2"	18 1/2"	46 1/2"	18 1/2"	53 1/2"	21"
15	16 1/2"	40 1/2"	18 1/2"	46 1/2"	21"	53 1/2"
16	16 1/2"	46 1/2"	18 1/2"	53 1/2"	21"	81"



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C#
Ward #
Work Order # 2018296
Surveyed by: N/A
Research by: SC
Plotted by: PS



NSTAR
ELECTRIC

A Northeast Utilities Company
1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of ROBINSON RD
LEXINGTON

Showing PROPOSED CONDUIT LOCATION

WO#2018296
4 ROBINSON RD
LEXINGTON MA 02420

83/139
CARROLL FATOMEH
4 ROBINSON RD
LEXINGTON MA 02420

83/168
CRUZ CARMEN DE LA
6 ROBINSON RD.
LEXINGTON MA 02420

83/169
SEN RAHAL & SEETAMRAJU
MADHAVI
8 ROBINSON RD
LEXINGTON MA 02420

NOTICE TO ABUTTERS

November 19, 2014

In conformity with the requirements of Section 22 of Chapter 166 of the General Laws (Ter. Ed.), you are hereby notified that a public hearing will be held in the Selectmen's Meeting Room, 2nd Floor, Town Office Building, of the Town of Lexington, Massachusetts, on **Monday, January 12th, 2015** at **7:00 p.m.**, upon the following petition of NSTAR Electric for permission to construct and locations for a line of conduits and manholes with the necessary wires and cables therein under the following public way of said Town:

Robinson Rd:

Approximately 12 ± feet – conduit at pole 161/3

By: *Tricia Malatesta*

Engineering Aide

Department of Public Works/Engineering

Please direct inquiries to the NSTAR Representative:

Maureen Carroll (617) 369-6421

Copies to:

NSTAR ELECTRIC
Maureen Carroll
Rights & Permits
200 Calvary Street
Waltham, MA 02453

Fatomeh Carroll
4 Robinson Rd
Lexington, MA 02420

Carmen Cruz
6 Robinson Rd
Lexington, MA 02420

Rahal Sen & Madhavi Seetamraju
8 Robinson Rd
Lexington, MA 02420

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE:

1/12/15

PRESENTER:

Peter Coleman, Recreation Supervisor and
Lisa O'Brien, Resident

ITEM NUMBER:

I.2

SUBJECT: Ice Skating at Muzzey Field – Pilot Program

EXECUTIVE SUMMARY:

Lisa O'Brien, resident at 1454 Massachusetts Avenue, submitted a proposal to the Recreation Department to have a pilot ice skating program at the Muzzey Field this winter. The proposed skating rink would be constructed using snow berms and misted water. This approach requires minimal materials and is primarily a function of cooperative weather and manpower to spray the ice. In order to create the rink, there must be at least 5-6" of snow on the field and the forecast must call for the temperature to be below 32 degrees during the day and below 20 degrees during the night for five consecutive days. While DPW can assist with the set up of this skating facility, they are not staffed to support the daily maintenance that may be needed.

FINANCIAL IMPACT:

None

RECOMMENDATION / SUGGESTED MOTION:

STAFF FOLLOW-UP:

LEXINGTON, MA OUTDOOR ICE SKATING RINK PROPOSAL WINTER 2014-2015

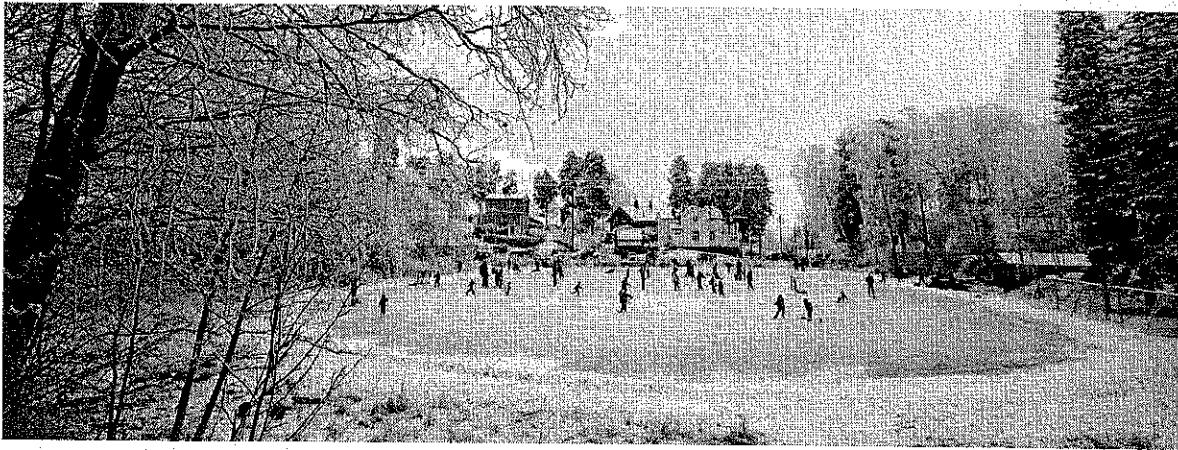
Proposed by

Lisa O'Brien
1454 Massachusetts Ave
lmobrien@gmail.com
CELL TBD

Charles Teague
7 Rowland Ave
cteague@gmail.com
425-495-9079

Need

Lexington currently lacks accessible and safe recreational ice skating within the community. Weather permitting, residents may ice skate on the Old Reservoir, but thin ice is a safety hazard and has posed a hazard to maintenance efforts and equipment as well. Hayden provides recreational skating opportunities only during limited windows due to heavy demand for access to the rink. While Lexington has support for other outdoor winter activities (sledding, cross country skiing), there is limited support for skating during the winter.



Benefits to Lexington

- Improved quality of life for residents who will have access to a safe winter recreational opportunity
- Access to skating that reduces risk of falling through ice or loss of equipment through the ice.
- Winter attraction that benefits local businesses (eg: hot cocoa, coffee, and post skate treats).
- An outdoor rink will be inexpensive to construct and maintain relative to alternative winter activities.

Feasibility

Setup

The rink will be constructed using simple snow berms and misted water. This approach requires minimal materials and is primarily a function of cooperative weather and manpower to spray the ice. Other local communities such as Concord, Wayland, and Wellesley have successfully used this approach.

We propose building a single large ice surface that is divided into a recreational skating area and an ice hockey area by a dividing snow berm. This approach will provide access and opportunity for differing levels of skating ability as well as a safe division of different uses of the ice.

Total surface area will be approximately 200 feet x 60 feet with about half dedicated to recreational skating and half for hockey.

Location

The proposed location is Muzzey field on Massachusetts Avenue near Lexington Center. This field is primarily used for soccer during the Spring and Fall but is unused during the winter. The field is of sufficient size to construct a rink that would provide ice skating options for recreational skating and ice hockey. The field's proximity to Lexington Center will provide additional customers to the center as well as convenient access to Lexington residents. See the below map.

Construction & Materials

Based upon conversations with David Pinsonneault (Operations Manager, Lexington, MA, DPW), Richard Reine (Director, Concord, MA, DPW) and Nick Caggiano (Superintendent, Parks Department, Nashua, NH) we've created the following breakdown of materials and effort for constructing an outdoor ice rink using snow berms. Note that the approach we propose is optimized to provide the best ice surface with a low cost in terms of both labor and cash



expenditure.

Lexington DPW has agreed to provide manpower, as available, for creating the snow berms as well as the manpower required to make the ice itself.

Creation of snow berms for containing ice

3 hours (1 person)

Snow will be piled into berms for containing the water/ice using a bobcat, smaller loader, or a sidewalk plow.

Creation of ice using thin misted layers

5 days (2 people)

The ice itself is created by spraying a mist on the rink surface, then waiting approximately 20-30 minutes for the ice to harden, then repeating until the layers of ice are ~6" thick. This creates a based of ice that is stable, free of shale ice, and can withstand occasional warm temperatures without loss of the entire rink.

Water for making ice

\$0

Lexington Public Works is willing to provide access to a fire hydrant located on the edge of the field. The water department has approved our use of sufficient water from this hydrant to fill the rink at no cost to the community. Filling the rink will require 25-30,000 gallons of water.

Fire hose

\$0

The Lexington Fire Department is willing to lend DPW a hose that can safely attach to a hydrant and mist the rink, given all appropriate approvals for this effort. (J.Wilson at FD, 12/3/14)

Schedule

The schedule for the creation of the rink will depend largely upon the weather. In order to create the rink, the following conditions must be met:

- 5-6" of snow on field
- Weather forecast for 5 days with sub 20 degree nights sub 32 degree days

Once these conditions are met, it will take approximately 5-6 days to create the rink. This includes creation of berms as well as misting the ice periodically throughout the day to build the ice surface. Once the ice has been completed, after a day or two of hardening, the rink will be ready for use.

Operation / Staffing

We recommend that the rink be unstaffed and unsupervised. Residents will be required to bring their own ice skating equipment and show reasonable prudence in the supervision of children. Because the rink will not be lighted, there should be no need to post official opening or closing hours. The Lexington town and Recreation Department websites are excellent resources to post public information about the proposed Rink's operations.

Maintenance

Essential rink maintenance is minimal, consisting largely of clearing the ice surface of debris (fallen leaves, etc...), clearing of snow from the ice surface, and occasional remisting / resurfacing. In this initial test year, we propose to use a combination of volunteer efforts in combination with DPW staff as available for rink maintenance.

Other amenities

Benches

The field currently has a handful of benches placed around the edge of the field that will provide a place for skaters to put on and remove skates.

Trash barrels

There are currently permanently placed trash barrels on site that are maintained by the DPW. They will continue to maintain these barrels for trash disposal on site. In addition, the DPW can provide temporary barrels if needed.

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE: 1/12/15

PRESENTER: Joe Pato

ITEM NUMBER: I.3

SUBJECT:

Discussion with Planning Board regarding Zoning in the Center

EXECUTIVE SUMMARY:

The Planning Board will be at your meeting to discuss zoning in the center area. See attached letter from the Planning Board.

Members of the Center Committee will speak first about their reasons for requesting that the Planning Board look at zoning changes in the center.

FINANCIAL IMPACT:

RECOMMENDATION / SUGGESTED MOTION:

STAFF FOLLOW-UP:

Selectmen's Office



TOWN OF LEXINGTON PLANNING BOARD

Charles Hornig, Chair
Nancy Corcoran-Ronchetti, Vice Chair
Timothy Dunn, Clerk
Richard L. Canale
Ginna Johnson

1625 Massachusetts Avenue
Lexington, MA 02420
Tel (781) 862-0500 Ext. 84560
Facsimile (781) 861-2748
planning@lexingtonma.gov

November 14, 2014

Board of Selectmen
Town Office Building
1625 Massachusetts Avenue
Lexington, MA 02420

RE: Lexington Center & Banking Uses

Dear Members of the Board:

Earlier this year by the Board of Selectmen requested that we initiate a conversation with the Center Committee around banking uses in the Center. At its meeting of June 4, 2014, the Planning Board heard from the Center Committee, where a proposed bylaw was shared by Howard Levin and Jerry Michelson.

While there seem to be several factors in play, the principle concern voiced by the Committee at that time was the *proliferation* of banks. Howard Levin characterized the purpose of their visit to the Board as a way to get the Board's impression of the direction they were heading in; several options were discussed. In the months since however, the Center Committee has reaffirmed support of an amendment allowing banks in "non-center storefronts" and upper stories by special permit.¹

Both the Planning Board and planning staff have spent considerable time on the matter, in fact it has appeared on almost every agenda since June, but is now in need of clarification and direction from your Board on how best to proceed, if at all.

As stated above, the problem in June was framed as a numbers problem, that is, we've had enough – no more banks. Our research however, leads us to a more nuanced approach, one that could result in a next bank. We've come around to an approach that doesn't define the problem as the banks' presence, but in how the banks' look and level of activity encourage or discourage pedestrian activity in the Center.

One of the major pieces of information informing our opinion was the 2013 survey conducted by a group of Bentley University students under the guidance of Peter Siy, an adjunct professor and owner of the Flick. With over 600 respondents, the vast majority Lexington residents, the survey is a great snapshot of the public's take on the Center. One result that grabbed our attention was the question about what brings people to the Center. After the usual suspects of food and retail came, to our surprise, banking. There is no doubt that they are not as busy as they once were, but they are still bringing people to the Center.

¹ More on this proposal later.

This makes it difficult to support a zoning amendment that does not allow for banking uses in some real fashion. The Center Committee's most recent proposal, dated September 16, 2014, allows for banks on paper but is so limited it's really a prohibition. Allowing for the use in "non-center storefronts" would allow ground floor banking in only 15% of the floor area of downtown. Allowing banks in upper floors is more generous, but there is only about 40% the floor area on the second floor as there is on the first. After limiting the market in this fashion it seems problematic to also require a special permit of the use. Special permits are ideally for uses which might not be "in harmony with the general purpose and intent" of the bylaw, such that conditions, safeguards, and limitations on time or use may be appropriate. Special permits are discretionary, require much more process to obtain, and need a super-majority of the SPGA to grant. It is hard to understand the purpose of putting them on special permit other than to add unjustified procedural uncertainty to the process.

Staff has been exploring an amendment that focuses on the look and feel of the banks rather than simply their presence. We feel that limiting their frontage (width) and depth is a better approach. This scheme would force banks to move their retail transactions (e.g., tellers and ATMs) to the front of the space or create smaller pass through spaces – potentially carving out new spaces in the process. We're not looking to eliminate banks but decrease their visibility while increasing opportunities for other business uses.

The Board recognizes that this is a difficult issue and at one point in this process even voted to support a moratorium on banking uses in the Center as a way to ensure that a better regulatory environment could be put in place before another financial institution moves downtown. So, it is at this juncture we return to you for guidance.

We need the Selectmen's help both on approach and on priority and, if it would help, be more than willing to hold a joint meeting on the matter.

For the Planning Board,

Charles Hornig

Cc: Carl F. Valente, Town Manager

Melisa Tintocalis, Economic Development Director

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE:

January 12, 2015

PRESENTER:

Carl F. Valente
Melisa Tintocalis

ITEM NUMBER:

I.4

SUBJECT:

Establish 2015 Parking Permit Fees

EXECUTIVE SUMMARY:

In June 2014, the Board of Selectman accepted the Lexington Center Parking Management and Implementation Plan and approved implementing the Phase 1 recommendations. Included in the Phase 1 recommendations, was the securing of an agreement with St. Brigid's Parish to lease parking spaces that could be used as low-cost permit parking and thereby augmenting the overall supply of parking under the Town's control.

The St. Brigid's Parish lot will provide up to 20 parking spaces leased to the Town for \$200 per space. The Parking Management Group agreed that the permit price for the use of this lot should be lower than other lots to encourage long-term users to park further out from the heart of the Center. The cost for each parking permit in the St. Brigid's Parish lot is proposed to be \$100.

FINANCIAL IMPACT:

Estimated \$1000-\$2000 in additional revenue from the sale of permits for the St. Brigid lot.

RECOMMENDATION / SUGGESTED MOTION:

Move to establish an annual parking permit fee of \$100 per year for the parking spaces leased from St. Brigid Church.

STAFF FOLLOW-UP:

TMO and Economic Development

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE: 1/12/15

PRESENTER: Joe Pato

ITEM NUMBER: I.5

SUBJECT:

Visitor Center Program and Renovations

EXECUTIVE SUMMARY:

Peter will review the proposed preliminary program for the Visitor Center.

See attached memo.

FINANCIAL IMPACT:

RECOMMENDATION / SUGGESTED MOTION:

STAFF FOLLOW-UP:

Selectmen's Office

INTEROFFICE MEMORANDUM

TO: BOARD OF SELECTMEN
FROM: PETER KELLEY
SUBJECT: USE OF DESIGN FUNDS FOR VISITORS CENTER
DATE: JANUARY 7, 2015
CC: CARL VALENTE, TOWN MANAGER
MELISA TINTOCALIS, ECONOMIC DEVELOPMENT DIRECTOR
LYNNE PEASE, EXECUTIVE CLERK
JERRY MICHELSON, CENTER COMMITTEE
PAM SHADLEY, CHAMBER OF COMMERCE
KEVIN MCGUIRE, HISTORICAL SOCIETY
DAWN MCKENNA, TOURISM COMMITTEE

At the request of the Board, I met with a Representative of each of the following stakeholder groups in order to develop consensus around the program for the Visitors Center: Center Committee (Pam Shadley filling in for Jerry Michelson); Chamber of Commerce (Pam Shadley); Historical Society (Kevin McGuire); and Tourism Committee (Dawn McKenna).

There is unanimous agreement that the following **Preliminary Program** is reasonable as a starting point for the design of a renewed Visitors Center:

1. Customer service counter for welcoming and assisting multiple visitors simultaneously;
2. Orientation space to accommodate a typical tour bus group of 55 and for use during inclement weather;
3. Modern, sufficient, easily accessible restrooms with after-hours access from the outside;
4. Redesigned rear entry from bikeway to attract guests;
5. Contemplative area for honoring Veterans with visual connection to exterior memorials;
6. Self-serve kiosk with materials in multiple languages;
7. Retail sales area;
8. Support and storage space;
9. Exterior site work in coordination with the ongoing Battle Green Master Plan;
10. Consideration of the costs of adding 2nd floor public space with controlled after hour access.

We jointly recommend that the Selectmen:

1. Approve the program as described in the memo;
2. Release the design funds; and
3. Authorize these parties to work with the DPF to develop an RFP for architectural services.

The development of an RFP will include the creation of an overall project schedule and a proposed structure for engaging the community in the public design process.

END

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE:

January 12, 2015

PRESENTER:

Carl F. Valente
Bill Hadley, DPW Director
John Livsey, Town Engineer
Mike Flamang, Senior Civil Engineer

ITEM NUMBER:

I.6

SUBJECT:

Gleason Road Update and Proposed Neighborhood Mitigation

EXECUTIVE SUMMARY:

Staff will provide updates on the Gleason Road sewer force main vibrations and rumblings regarding:

1. Technical solutions being investigated;
2. Procedures for communicating with residents; and
3. Proposed mitigation for residents most seriously impacted.

FINANCIAL IMPACT:

TBD. Staff is recommending an Article for the Special Town Meeting to cover any unforeseen costs.

RECOMMENDATION / SUGGESTED MOTION:

STAFF FOLLOW-UP:

DPW will be providing weekly updates to residents.

Communicating with Residents on Status of Resolving the Gleason Road Force Main Issues

1. Gleason Road residents that abut the Town's force main have received a letter from DPW-Engineering offering to include them on the Town's email distribution list if they would like to receive weekly updates on the Town efforts to fix this problem (see attached).
2. An Engineering email address has been provided to residents (forcemain@lexingtonma.gov) to submit questions or comments to Engineering staff. Questions will be addressed in the weekly email update (see #3). Due to limited staff resources, Engineering staff is unable to respond to individual emails from residents.
3. Each Friday (or earlier if appropriate), Engineering staff will send to the email distribution list an update on the Town's progress in addressing this sewer force main issue.
4. Engineering will hold a neighborhood meeting once the Town's consulting engineers have identified the permanent technical solution to this force main issue.
5. The Board of Selectmen will receive updates at each of their meetings.



Town of Lexington
Department of Public Works
Engineering

John R. Livsey, P.E.
Town Engineer

Tel: (781) 274-8305
Fax: (781) 274-8385

January 7, 2014

Re: IMPORTANT - Force main updates

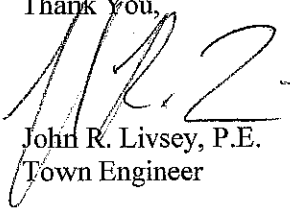
Dear Resident,

We have heard from a number of people that are located along Gleason Road that there are vibrations and rumblings which are attributed to the town force main. The town is aggressively pursuing resolution of this issue.

As a direct abutter to this force main we would like to afford you the opportunity to be on our email distribution list. Currently, we have a partial distribution list based on emails that we have received. If you are an impacted resident and would like to receive weekly updates via email please send an email to forcemain@lexingtonma.gov with 'updates' in the subject line. We will then add you to our current distribution list.

Please respond even if you believe you are on the current list so that we can ensure that our list is comprehensive.

Thank You,



John R. Livsey, P.E.
Town Engineer

Cc: Carl Valente, Town Manager
Bill Hadley, Director of Public Works

BOARD OF SELECTMEN

Proposed Mitigation for Residents Impacted by Sewer Force Main Issues

In recognition of the possible inconvenience for Gleason Road residents due to the force main disruptions (vibrations and rumblings), the Board of Selectmen authorize the Town Manager to provide a reasonable reimbursement to residents who find that they need to obtain alternative lodging while the force main issues are addressed. This reimbursement will be based on the following guidelines:

1. The reimbursement is a mitigation payment to residents to offset the cost of alternative lodging necessary due to the Gleason Road sewer force main disruption;
2. This program will be reviewed monthly by the Board of Selectmen who may, at their sole discretion, end the program;
3. This program may also be ended by the Town Manager upon his determination that the vibration in the force main has ceased;
4. The Town's provision of this mitigation payment shall not be considered an admission by the Town of any liability for particular harm in connection with noise and vibration from the Gleason Road force main or a promise by the Town to provide similar mitigation in other circumstances.;
5. The Town will provide the resident with a reimbursement of up to \$___ per night and up to \$___ total for lodging accommodations only (food and other incidentals will not be reimbursed), upon providing satisfactory evidence to the Town Manager (receipts) of such expenditures. No more than one hotel room per night per family will qualify for this reimbursement. No direct payments from the Town to a lodging establishment will be made.
6. The Town Manager is authorized to establish other- reasonable conditions for residents wishing to participate.
7. Participation in this program by Gleason Road residents is subject to execution of the following release:

ACCEPTANCE OF PAYMENT AND RELEASE

I, _____, hereby acknowledge receipt of a payment in the amount of \$___ for reimbursement of my expenses for alternative lodging due to the disruptions caused by noise and vibrations from the sewer force main on Gleason Street in Lexington. In consideration for this payment I agree, for myself and my next of kin to release and hold harmless the Town of Lexington, its officers, employees, agents and contractors from all claims, liability, costs or expenses arising out of said disturbance.

Program Participant's Signature

Date _____

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE:

January 12, 2015

PRESENTER:

Carl F. Valente
Rob Addelson, Assistant Town Manager for Finance
Patty Moore, Budget Officer

ITEM NUMBER:

I.7

SUBJECT:

FY16 Preliminary Budget and Financing Plan Presentation

EXECUTIVE SUMMARY:

Staff will present the preliminary FY16 operating and capital budget recommendations (i.e., the White Book). This document does not include recommendations regarding the School Department's Facility Master Plan, as the School Committee will hear the recommendations of the Master Plan Committee at the School Committee meeting on January 13.

The recommendations in this preliminary budget document will be the basis of the Summit IV discussion on January 15th.

FINANCIAL IMPACT:

NA

RECOMMENDATION / SUGGESTED MOTION:

NA

STAFF FOLLOW-UP:

TMO and Finance

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE: 1/12/15

PRESENTER: Joe Pato

ITEM NUMBER: I.8

SUBJECT:

Approve Martin Luther King Day of Service Requests

EXECUTIVE SUMMARY:

The Town Celebrations Committee/Martin Luther King Day of Service/Unity Walk has requested the use of the Battle Green to begin the Unity Walk to Grace Chapel along Mass. Avenue and Worthen Road beginning at 11:00 p.m.

See attached information.

FINANCIAL IMPACT:

RECOMMENDATION / SUGGESTED MOTION:

Motion to approve the request of the Town Celebrations Committee/Martin Luther King Day of Service/Unity Walk to use the Battle Green on Monday, January 19, 2015, beginning at 11:00 a.m. to begin the Unity Walk to Grace Chapel along Mass. Avenue and Worthen Road.

STAFF FOLLOW-UP:

Selectmen's Office



Town of Lexington
Town Manager's Office

Carl F. Valente, Town Manager
Linda Crew Vine, Deputy Town Manager

Tel: (781) 698-4540
Fax: (781) 861-2921

January 6, 2015

Mr. Sam Zales
7 Page Road
Lexington, MA 02420

Dear Mr. Zales:

Permission is given to the Town Celebrations Committee to host the MLK Day of Service/Unity Walk on Monday, January 19, 2015 at approximately 11:00 a.m. You expect the walk to be completed in 30 minutes. The walk will start at the Battle Green and will head to Grace Chapel via Massachusetts Avenue and Worthen Road. You expect about 150 people in attendance. As in years past, the Police Department will provide an escort at no cost. Please be in touch with Sergeant Christina Demambro, 781-863-9327, to discuss any logistics.

I wish you a great event and wonderful weather!

Very truly yours,

Carl F. Valente
Town Manager

CFV/cbs

cc: Police Department, Fire Department, Department of Public Works

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE: 1/12/15

PRESENTER: Joe Pato

ITEM NUMBER: 1.9

SUBJECT:

Approve Patriots' Day Events

EXECUTIVE SUMMARY:

You are being asked to approve the following events for Patriots' Day:

1. Patriots' Day Events - Approve a request of the Lexington Minute Men for Patriots' Day Weekend:
 - a. April 11th – Battle Green – Reenactment rehearsal – 11:00 a.m. to 5:00 p.m. (rain date Sunday, April 12, 2015)
 - b. April 18th – Battle Green – Parker's Revenge – 7:30 a.m. to 12:00 noon
 - c. April 20st – Battle Green – Reenactment – 1:00 a.m. to 1:00 p.m.
3. Patriots' Day Events - Approve a request from the Lions Club for the 101st Annual Patriots' Day 5-mile Road Race on Monday, April 20, 2015 with an awards ceremony on the Battle Green at the end of the race from approximately 11:15 a.m. to 11:30 a.m.
4. Patriots' Day Events - Approve the requests of the Town Celebrations Committee for the Patriots' Day morning parade, ceremonies on the Battle Green and afternoon parade on Monday, April 20, 2015.
5. Patriots' Day Events - Approve the requests of the Lexington Historical Society and Lexington Minute Men for the reenactment of the arrival of Paul Revere and William Dawes on April 19-20, 2015.

See attached information.

FINANCIAL IMPACT:

RECOMMENDATION / SUGGESTED MOTION:

Motion to approve the Patriots' Day activities listed above, subject to working out the details with Town Departments.

STAFF FOLLOW-UP:

Selectmen's Office

The Lexington Minute Men, Inc.

(Member, The Centennial Legion of Historic Military Commands, Inc.)



Post Office Box 1775
Lexington, Massachusetts 02420

December 05, 2015

Selectmen@lexingtonma.gov

Lexington Selectmen

Re: Patriot Day Weekend Events

Good Day Lynne,

The Lexington Minute Men, Tenth Regiment of Foot, with support of the Lexington Historical Society, jointly are requesting the following....

1. To reserve the Green for our Reenactment Rehearsal

Saturday April 11th, from 11:00am to 5:00 pm

2. Rain Date to reserve the Green for our Reenactment Rehearsal

Sunday April 12th, from 11:00am to 5:00 pm

3. To reserve the Green for Parker's Revenge Reenactment

Saturday April 18th, from 7:30am to 12:00pm

4. To reserve Police Escort for Parker's Revenge Reenactment

Saturday April 18th, from 10:30am to approx. 11:30

*Route, Leave Lexington Green by 10:30 follow Mass. Av., right on Wood St.,
Left on Old Mass av., till we reach the corner of Old Mass Av & Wood St at Fiske Hill.*

5. To reserve a small part of the Battle Road at Tower Park for Battle Road Reenactment

Saturday April 18th, from 1:00pm to 6:00pm (should also include the usage of Monroe Tavern)

6. To reserve Police Detail at Tower Park for Battle Road Reenactment

Saturday April 18th, from 1:00am to approx. 6:00

Lexington Minute Men Company
Adjutant Larry Conley, LMM

7. To reserve the Green for our Reenactment of Hancock Clarke/ Paul Revere Ride

Sunday April 19th, from 9:00pm to 1:00am

8. To reserve Police Detail for our Reenactment of Hancock Clarke/ Paul Revere Ride

Sunday April 19th 9:00pm to 1:00am

9. To reserve the Green for our Battle of Lexington Reenactment

Monday April 20th from 1:00am to 1:00pm



THE LIONS CLUB OF LEXINGTON, INC.

P.O. Box 71, Lexington, Massachusetts, 02420

"Birthplace of American Liberty"

www.lexingtonlions.org

December 8, 2014

Town of Lexington
Board of Selectmen
1625 Massachusetts Ave.
Lexington, MA 02420

Dear Board Members;

The Lexington Lions Club will be sponsoring the **101st** Annual Patriots Day 5-Mile Road Race on Monday, April 20, 2015. We are requesting the use of the Battlegreen for the awards ceremony at the conclusion of the Road Race. The awards ceremony begins at approximately 11:15AM and will last approximately 15 minutes.

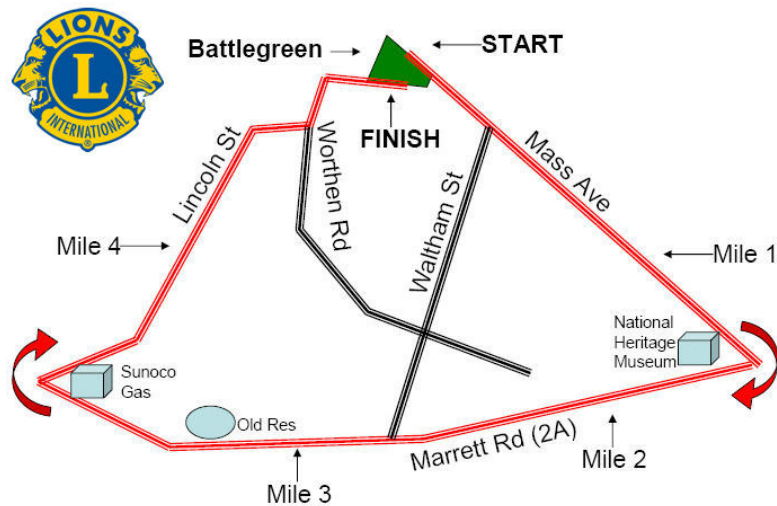
Thanks for your consideration of this request. If you have any questions, please contact me at 17 Vine Brook Rd, Lexington, MA 02421; Cell Phone: (781) 424-4007.

Very truly yours,

Douglas M. Lucente
Treasurer and Road Race Co-Chair

***See attached:
Road Race Route & Details***

Lexington Lions Club – 101st Annual Patriots Day 5-Mile Road Race



Road Race Details:

Date, Time & Location:

- Monday, April 20, 2015
- Race Starts at 10:00am (*By Lexington Minutemen firing muskets*)
- Adjacent to the Battlegreen, Lexington, MA
- (1900 Mass Ave, Lexington, MA—for mapping purposes)

Registration:

Please Visit the "[HOW TO ENTER](#)" Registration Page at www.lexingtonlions.org

Race Packets:

Runners who have pre-registered may pick-up their race packets on race day at registration beginning at 8:00am

Team Registration:

Teams must have a minimum of 4 Runners.

Timing Chip:

Your timing chip is included in your race packet and must be placed on the top of your shoe and securely weaved/tied through your shoelaces. In order to receive an official time for the race you must be wearing the chip as you cross both the Start and Finish lines.

Age Group Awards & Other Trophies:

- Currier Cup* - 1st Place Overall Finisher
- Team Competition - 1st Place Team
- Sgt Norman Carlson Award - 1st Lexingtonian
- Age 12 & Under - 1st & 2nd Place Male, 1st & 2nd Place Female
- Age 13 – 19 - 1st & 2nd Place Male, 1st & 2nd Place Female
- Age 20 – 29 - 1st & 2nd Place Male, 1st & 2nd Place Female
- Age 30 – 39 - 1st & 2nd Place Male, 1st & 2nd Place Female
- Age 40 – 49 - 1st & 2nd Place Male, 1st & 2nd Place Female
- Age 50 – 59 - 1st & 2nd Place Male, 1st & 2nd Place Female
- Age 60 & Up - 1st & 2nd Place Male, 1st & 2nd Place Female

*Currier Cup Trophy:

The Currier Cup is a Special Silver Cup that is presented to the first place finisher of the race by the family of the first Place finisher of the First Patriots Day Road Race in 1914 Ralph "Curly" Currier.

Fees:

Mail-in and On-Line Pre-registration is \$25.

Day of Race registration is \$28.

Water Stops:

There are 4 water stops along the race route. Close to each mile marker.

Refreshments:

Refreshments and fruit are served at the end of the race.



*Town of Lexington
Town Celebrations Committee*

December 5, 2014

Mr. Joe Pato, Chairman
Board of Selectmen
Town of Lexington
1625 Massachusetts Avenue
Lexington, MA 02420

RE: Patriots' Day 2015

Dear Joe,

On behalf of the Town Celebrations Committee we would like to make the following requests in regards to Patriots' Day, Monday April 20, 2015:

Patriots' Day Morning Parade:

- Use of the driveway to the Munroe Cemetery to line up the Patriots' Day Morning Parade.
- Use of Massachusetts Avenue from the driveway to the Munroe Cemetery westerly to Bedford Street, Bedford Street to Harrington Road and midway down Harrington Road to the Battle Green for the Patriots' Day Morning Parade.

Patriots' Day Ceremonies on the Battle Green:


- Use of the Battle Green for the annual Patriots' Day Morning Ceremonies. We will also be requesting the use of the small podium, reviewing stand, microphone and speaker system from the Department of Public Works for these ceremonies. The ceremonies are expected to begin once the Parade arrives at the Battle Green at approximately 8:15 a.m. and last for approximately 45 minutes to one hour.

Patriots' Day Afternoon Parade:

- Use of Massachusetts Avenue from approximately #409 (Lexington Toyota) westerly to Bedford Street, Bedford Street to Harrington Road, Harrington Road to Worthen Road and Worthen Road to the Town Pool parking lot for the Patriots' Day Afternoon Parade.

Should you have any questions, please do not hesitate to contact us.

Very truly yours,


Lorain Marquis, Co-Chair
781-589-9516


Rich McDonough, Co-Chair
781-727-7849



LEXINGTON HISTORICAL SOCIETY

December 5, 2014

Board of Selectmen
Town of Lexington
Town Hall
Lexington, MA 02420

On behalf of the Lexington Historical Society and the Lexington Minute Men, request is respectfully made that appropriate steps be taken in order to close off portions of Bedford Street and Hancock Street for our special program on April 19-20, 2015.

As we have done for many years, the Society and the Minute Men are preparing to produce a reenactment of the arrival of Paul Revere and William Dawes at the Hancock-Clarke House. The actual program is intended to begin at approximately 11:30 p.m. with interpreters and minutemen at the House awaiting news of the activity of the Regulars in Boston. Paul Revere and then William Dawes will ride down Hancock Street from the Buckman Tavern area and arrive at the Hancock-Clarke House where they will converse with the occupants and then return to the Common briefly before heading to Concord.

In order to accomplish all of this and to ensure public safety, we request that Bedford Street from Massachusetts Avenue to Hancock Street and Hancock Street to Adams Street be closed to all but resident emergency traffic from 10:30 p.m. on Sunday, April 19th to no later than 12:30 a.m. on Monday, April 20th. We would like to thank the police and DPW personnel for adhering to the 10:30 closing time, as in earlier years the closing had not occurred as scheduled and several hundred people near the House were placed in a very dangerous situation as they tried to find vantage places to view the performance.


We also request permission to use the Common for the final scene of the production, for Captain Parker to gather his men and relate the news from Paul Revere, then instruct them to disperse until morning.

For further information from either organization, you may contact Bill Poole 978-251-1003.


Our respective organizations continue to be very pleased by the overwhelmingly positive response to our annual production and are very excited about this year's event. We are delighted to provide this gift to the town and are very proud of the fact that it has become a welcome permanent addition to our Patriots' Day weekend in Lexington. We appreciate your cooperation in that endeavor.

Very truly yours,

LEXINGTON HISTORICAL SOCIETY

By 
Kevin McGuire, President

THE LEXINGTON MINUTE MEN

By 
Barry Cunha, Captain Commanding

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE: 1/12/15

PRESENTER: Joe Pato

ITEM NUMBER: I.10

SUBJECT:

20/20 Vision Committee Areas of Consideration

EXECUTIVE SUMMARY:

The 20/20 Vision Committee is looking for guidance with respect to the topics it pursues next. The three that they are currently considering are:

- Issues of diversity beyond race and ethnicity
- Capital planning and fiscal challenges
- Future role and impact of e-government in Lexington

See attached information.

FINANCIAL IMPACT:

RECOMMENDATION / SUGGESTED MOTION:

STAFF FOLLOW-UP:

Selectmen's Office

Potential new 20/20 focus areas

Issues of diversity beyond race and ethnicity. Since the inception of the Lexington 20/20 Vision process, resident participants have consistently stated that the Town's diverse population make-up was one of its principal attractions. It was also asserted by the same focus groups that additional diversity is needed. The recent study carried out by 20/20's Sub-Committee on Demographic Change provided substantive information and insight on current trends in the racial and ethnic composition of the community along with observations relating to differentiated levels of active participation in Town affairs. As other dimensions of diversity also affect Lexington's overall community nature, it may be useful to consider Town population variables such as income level, age range, profession, education level, length of residence and others. Several of these variables, such as age and income level, are closely linked and should therefore be considered together. The proposed effort by the 20/20 Vision Committee to address issues of diversity beyond race and ethnicity could look at the current community profiles as well as the ongoing trends associated with the above-named variables. For example, if the continuing rise in home prices in Lexington results in the exclusion certain income groups, the economic diversity of Town's population may be affected. Consequences for similar trends in other factors can also be studied/considered in terms of the Town's future.

Capital planning and fiscal challenges. Although Lexington has a solid capital planning process in place and has been quite successful in building up reserves for capital expenditures in recent years, the Town nonetheless faces a daunting array of large capital projects over the coming years. Major projects include replacement or major renovation of the police headquarters, the fire station, Hastings School, and, on a slightly longer timeline, the high school. There seems to be little question that the only feasible way to finance this array of projects will be through additions to the property tax levy, which will require authorization of debt exclusions by the voters. Planning for, and setting the timing and scale of, these projects will call for a thoughtful balancing of competing interests in maintaining the excellence of Town services and in limiting the growth of taxes on property owners. The process of sorting out these issues is likely to be a central focus of Town policymakers over at least the next decade. Although the Selectmen, School Committee, Town Meeting members, and finance committees will play central roles in this decision making, there may well also be a constructive role for the 20/20 process, both in ensuring that a wide range of citizens are educated about and engaged in these issues and in keeping a focus on the long-range perspectives and interests that should inform short-term decisions.

Future role and impact of e-government in Lexington. Lexington joins the many other towns and municipalities in Massachusetts and around the country utilizing information and communication technologies and other web-based tools to maintain and expand the efficiency and effectiveness of service to its residents. Current and evolving e-government facilitated functions include access to Town documents and reports, payment of Town fees and bills, dissemination of public announcements and more. Most of the e-government functions relate to citizen interaction with Town offices but there are also government-to-employee and government-to-government transactions as well as government-to-businesses and others. With the evolving nature of mobile devices, mobile applications and other innovations, citizens will likely seek increasing compatibility with trends in information generation and consumption. Similarly, existing patterns of "digital gaps" among Lexington residents of diverse habits of levels of comfort with digitally-based tasks may require certain policies or operational provisions to be put in place. To the extent that such future changes can affect the levels of citizen access and participation in Lexington's "e-life", these topics may be worthy of exploring in the context of the year 2020.

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE: 1/12/15

PRESENTER: Joe Pato

ITEM NUMBER: I.11

SUBJECT:

Comments on Lexington Courtyard Development

EXECUTIVE SUMMARY:

See attached information. Ms. Rust, from the Regional Housing Services Office, is reviewing the information and will let the Board know if they need to take any action or provide any comments to MassHousing.

FINANCIAL IMPACT:

RECOMMENDATION / SUGGESTED MOTION:

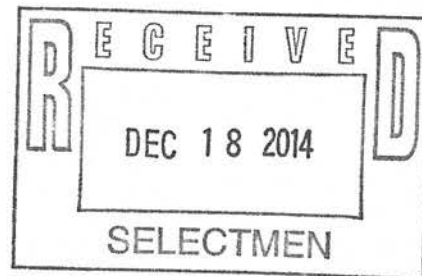
STAFF FOLLOW-UP:

Selectmen's Office



Massachusetts Housing Finance Agency
One Beacon Street, Boston, MA 02108

TEL: 617.854.1000 | FAX: 617.854.1091
Vp: 866.758.1435 | www.masshousing.com



December 16, 2014

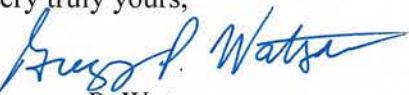
Joseph N. Pato, Chairman
Board of Selectmen
1625 Massachusetts Avenue
Lexington, MA 02420

Dear Chairman Pato:

Enclosed please find MassHousing's draft report regarding the cost examination for the Lexington Courtyard development built pursuant to M.G.L. c. 40B ("Chapter 40B"). This report is based on our analysis of Lexington Courtyard LLC's cost examination (the "Cost Examination") dated September 23, 2014 and received by MassHousing on November 18, 2014 with additional information (as requested by MassHousing) received through December 15, 2014. We have undertaken this analysis pursuant to our responsibilities as the Subsidizing Agency (defined under the provisions of 760 CMR 56.02) for certain Chapter 40B programs; specifically the New England Fund program. It is our responsibility to determine whether the Cost Examination complies with applicable accounting and reporting standards, as well as legal requirements and published guidelines for the preparation of these examinations.

Prior to MassHousing issuing a final report regarding the Cost Examination for Lexington Courtyard and releasing the developer's financial surety, we would like to offer you, as the Chief Elected Official of the Town of Lexington, an opportunity to comment on this draft report, identify any issues that you might have with the content, or raise any questions that you believe should be addressed. I would appreciate it if all comments could be sent to us by January 23, 2015 so that we may consider them prior to the issuance of our final cost examination report for this development. Comments should be sent to Jennifer Wierl, Comprehensive Permit Programs. Ms. Wierl can be reached at (617) 854-1136 or jwierl@masshousing.com should you have any questions.

Very truly yours,


Gregory P. Watson
Manager, Comprehensive Permit Programs

Enclosure

cc: Joshua Posner, Lexington Courtyard LLC
Edward T. Moore, Lexington Courtyard LLC
Phil Weitzel, CohnReznick LLP
Martha C. Wood, Chair Lexington Zoning Board of Appeals
Carolyn Dymond, DHCD
Chris Norris, Metropolitan Boston Housing Partnership



**Report on MassHousing's Analysis
of the Cost Examination
Dated September 23, 2014
and
Received by MassHousing on November 18, 2014
with additional information (as requested by MassHousing) received through
December 15, 2014**

**Submitted By
Lexington Courtyard LLC**

**Lexington Courtyard
a M.G.L. Chapter 40B Development
PE-033**

Date of Report: December 16, 2014

Executive Summary

On November 18, 2014, MassHousing received an Independent Accountant's Report dated September 23, 2014 (with additional information, as requested by MassHousing, received through December 15, 2014) for the Lexington Courtyard housing development ("Lexington Courtyard" or the "Project") located in Lexington, Massachusetts (the "Town"). In said Independent Accountant's Report, CohnReznick LLP (the "CPA") stated that they have examined the Schedule of Chapter 40B Maximum Allowable Profit from Sales and Total Chapter 40B Project Costs (the "Cost Examination") of Lexington Courtyard LLC (the "Developer"), and that in their opinion the Cost Examination presents fairly, in all material respects, the Chapter 40B Maximum Allowable Profit from Sales and Total Chapter 40B Project Costs of the Developer as of August 31, 2013, in conformity with guidelines prescribed by the Department of Housing and Community Development ("DHCD") and MassHousing. We note that the Developer had previously submitted drafts of the Cost Examination which were received by MassHousing on May 20, 2014 and August 1, 2014.

MassHousing, acting as the Subsidizing Agency (formerly, "Project Administrator") for this development, conducted an analysis of this Cost Examination to ensure that it was in compliance with applicable accounting standards, reporting standards, legal requirements and applicable Chapter 40B guidelines.

MassHousing has completed its analysis and has prepared this report (the "Report"). In the process, we have reached two conclusions:

1. The Cost Examination is consistent with existing guidelines and practices.
2. MassHousing believes that the Developer has not exceeded the maximum profit allowed to be earned on this development as a limited dividend entity.

The following schedule, more fully described in Appendix A, reflects the final profit calculation for project sales and costs noted in this Report:

<i>Description</i>	<i>Per Cost Examination</i>	<i>Proposed Adjustments</i>	<i>Ref.</i>	<i>Final Per MassHousing</i>
Total Project Sales/Revenue	\$ 22,716,322	\$ -		\$ 22,716,322
Project Costs:				
Site Acquisition	\$ 3,611,635	\$ -		\$ 3,611,635
Hard Costs	14,738,574			14,738,574
Soft Costs	3,262,225	-		3,262,225
Total Project Costs	\$ 21,612,434	\$ -		\$ 21,612,434
Computed Profit from Sales/Revenue	\$ 1,103,888	\$ -		\$ 1,103,888
Profit Percentage	5.11%			5.11%
Excess Profit Due to Municipality	\$ -			\$ -

We conclude that the Cost Examination is free of material mathematical errors, reflects project sales revenue from all units, reflects project costs that appear to be reasonable and/or consistent with existing policy, and reflects the number of units in the Project as agreed to in the Regulatory Agreement. The Notes to Schedules appear to cover the full scope and time frame of the Project.

In February 2008, DHCD issued Chapter 40B regulations at 760 CMR 56.00 (most recently amended April 2012) and the associated guidelines (most recently revised in 2013). These regulations and guidelines (the "Guidelines") were in effect at the time MassHousing issued its final approval letter.

I. Overview

According to the Secretary of the Commonwealth of Massachusetts (“Commonwealth”), Lexington Courtyard LLC was formed on December 27, 2001 in the State of Delaware and qualified to do business in the Commonwealth as a foreign limited liability company on January 30, 2002. (The name was changed from RTD Greenhouse LLC on January 27, 2010.) The Developer’s purpose is to develop, finance, construct, market, and sell 36 units of residential housing including 9 affordable units (25 % of the total) reserved for qualifying income eligible individuals and households in Lexington, Massachusetts.

On September 23, 2002, MassHousing issued a project eligibility letter evidencing fundability of the Project under the “*Housing Starts*” program of MassHousing.

On February 7, 2003, the Lexington Zoning Board of Appeals issued a Comprehensive Permit for the Project.

On October 30, 2009, MassHousing issued a final approval letter, pursuant to 760 CMR 56.04(7), under the NEF program.

MassHousing and the Developer entered into a Regulatory Agreement dated as of October 28, 2009 and recorded on December 2, 2009 at the Middlesex South Registry of Deeds in Book 53939, Page 273.

MassHousing and the Developer entered into a Limited Dividend Monitoring Services Agreement dated as of October 30, 2009 and recorded on December 2, 2009 as an exhibit to the Regulatory Agreement at said Deeds in Book 53939, Page 273.

MassHousing, Metropolitan Boston Housing Partnership (the “Monitoring Agent”), and the Developer entered into an Affordability Monitoring Services Agreement dated as of September 18, 2009 and recorded on December 2, 2009 as an exhibit to the Regulatory Agreement at said Deeds in Book 53939, Page 273.

Pursuant to the Regulatory Agreement and the Limited Dividend Monitoring Services Agreement, MassHousing has the responsibility to determine the Developer’s compliance with the allowable profit limitation through approval of total development costs.

Substantial completion of the Project occurred on September 28, 2012, when the last of the certificates of occupancy was obtained.

II. Procedures

In connection with its responsibilities under the Regulatory Agreement and the Limited Dividend Monitoring Services Agreement, MassHousing reviewed documentation and information related to Chapter 40B and specifically to the Project, including but not limited to the following:

- The Cost Examination, including Independent Accountant's Report, Schedule of Chapter 40B Maximum Allowable Profit from Sales and Total Project Costs, and Notes to Schedules¹.
- Developer's Certificate dated July 31, 2014, from Joshua Posner on behalf of Lexington Courtyard LLC.
- General Contractor's Certificate dated May 19, 2014, from Edward T. Moore on behalf of Little Harbor Construction.
- Land appraisal dated October 9, 2009, valuing the land as of July 26, 2002, prepared by Bowler Real Estate Appraisal and commissioned by MassHousing (the "Appraisal").
- MassHousing's Cost Examination Guidance ("MassHousing Guidance") dated August 2007.
- The Guidelines.

In order to verify the contents of the Cost Examination, MassHousing obtained the "Developer's Certificate," referenced above. This certification, executed under seal and under the pains and penalties of perjury, serves as an additional safeguard in verifying the data set forth in the Cost Examination.

¹ Throughout this report we use the term "Cost Examination" rather than "audit." For various technical reasons, a Chapter 40B cost examination report prepared by a CPA may not meet the requirements of the U.S. Auditing Standards established by the American Institute of Certified Public Accountants (AICPA). We note, however, that we require the CPA's report to be the result of an "attestation examination" and that under AICPA standards (i) the objective of an attestation examination parallels that of an audit, (ii) the required level of evidence which must be accumulated for an attestation examination parallels that of an audit, (iii) the professional requirements for performing an attestation examination parallel that of an audit, and, finally, (iv) an attestation examination is the equivalent of an audit in situations where the financial statements have been prepared based on a set of specific rules (here, the requirements of our detailed 40B Cost Certification Guidance) that do not constitute accounting principles generally accepted in the United States ("GAAP").

III. Project Sales/Revenue

MassHousing reviewed documentation for all thirty-six (36) unit sales.

<i>Sales Revenue from all 36 units</i>	<i>Amount</i>
Affordable Unit Sales Per Cost Examination - 9 units	\$ 1,641,000
Market Rate Unit Sales Per Cost Examination - 25 units	19,424,380
Related Party Units Sales Per Cost Examination - 2 units	1,633,000
Rental Income	17,942
Total Sales Revenue Per Cost Examination	<u>\$ 22,716,322</u>

Our analysis included reviewing HUD-1 Settlement Statements for all unit sales at Lexington Courtyard. The average unit sales price for an affordable unit was \$182,333 while the average unit sales price for a market rate unit was approximately \$776,975.

There are certain restrictions imposed on the resale of any affordable unit under Chapter 40B. It is the responsibility of the Monitoring Agent to review and approve on MassHousing's behalf the subsequent sale of all affordable units.

As shown in the table above, the Cost Examination reports rental income of \$17,942 associated with the rental of a structure on the property at the time of acquisition that was subsequently demolished. According to the Developer, the rental income was received in 2009 and 2010.

IV. Related Party: Sale of Units

The Cost Examination states that two (2) market rate units were sold to a related party for a total of \$1,586,500 (unit #34 - \$850,000 and unit #38 - \$736,500).

MassHousing Guidance states that when a unit is sold to a related party, the amount of revenue to be included for such sales shall be the greater of the actual sales price and the average sales price of the highest three arm's-length sales of comparable units.

The Developer considered MassHousing's guidance for the treatment of related party sales and as a result increased the total sales revenue by \$46,500 to arrive at the reported amount in the Identity of Interest (related party sales) line item of \$1,633,000 in the Cost Examination.

When sales are made to related parties, an additional level of scrutiny is performed. This further analysis is carried out to ensure that a valid comparison of sales exists and that an accurate adjustment is made, if applicable.

In order to evaluate the reported total related party sales amount of \$1,633,000, MassHousing performed an independent analysis of the average sales price of the highest three arm's length sales of comparable units, net of commissions paid (as shown below).

<u>Unit #</u>	<u>Related Party Sales Price</u>	<u>Average Price for Three Comparable Units (net of commissions)</u>	<u>Difference</u>
34	850,000	799,862	50,138
Amount calculated using three highest, comparable units, per MassHousing			\$ 799,862
Amount reported in the Developer's Cost Examination			850,000
Difference			<u>\$ (50,138)</u>
No adjustment to Cost Examination			<u>-</u>

<u>Unit #</u>	<u>Related Party Sales Price</u>	<u>Average Price for Three Comparable Units (net of commissions)</u>	<u>Difference</u>
38	736,500	783,750	(47,250)
Amount calculated using three highest, comparable units, per MassHousing			\$ 783,750
Amount reported in the Developer's Cost Examination			783,000
Difference			<u>\$ 750 **</u>
No adjustment to Cost Examination			<u>-</u>

** Due to its di minimus nature, no adjustment will be made to the Cost Examination.

As a result of our analysis, the related party sales amount reported in the Cost Examination appears reasonable based on MassHousing Guidance.

We note for the record that no brokerage commissions on the sale of the units to a related party were included in the Cost Examination. MassHousing believes this approach to be consistent with our understanding of market practice.

V. Project Costs

A. Land

The site consists of 3.67 acres of land located at 536-540 Lowell Street in Lexington, Massachusetts (the "Site").

The Site was acquired in two phases. The total land acquisition cost was \$2,971,911.

On January 14, 2002, an initial payment of \$2,100,000 was made based on a Quitclaim Deed from Elizabeth A. Cavallaro and Peter Cavallaro, Jr., Trustees of the P&P Realty Trust to Lowell Street Development LLC dated January 14, 2002 and recorded on January 15, 2002 at the Middlesex South County Registry of Deeds in Book 34576, Page 196.

On January 22, 2009 the second and final payment of \$871,911 was made based on a Quitclaim Deed from Elizabeth A. Cavallaro and Peter Cavallaro, Jr., Trustees of the P&P Realty Trust to RTD Greenhouse LLC (formerly known as Lowell Street Development LLC) dated January 22, 2009 and recorded on January 22, 2009 at the Middlesex South County Registry of Deeds in Book 52119, Page 121.

The land value stated in the Cost Examination is \$3,611,635.

The Appraisal states that the "as is" value of the Site was \$3,080,000.

Carrying costs of \$531,635 are included in the land acquisition line item in the Cost Examination and represent construction loan interest and property taxes paid between 2002 and 2009. MassHousing reviewed the carrying costs and determined that they are reasonable and appropriately classified.

In accordance with the Guidelines, the reported land acquisition cost of \$3,611,635 ("as is" land value of \$3,080,000 plus reasonable carrying costs of \$531,635) is the appropriate amount to utilize in the Cost Examination.

B. Hard Costs

1. RS Means

When analyzing the Cost Examinations of Chapter 40B developments, one issue which MassHousing focuses on is whether construction costs were inflated in an effort to increase developer return. For this reason, the Guidelines provide, for purposes of establishing a “safe harbor” regarding hard construction costs, RS Means data.

RS Means is recognized as an independent cost authority in the home construction business. The RS Means “Cost Data” guides provide reasonably accurate cost information to help developers, contractors and others estimate costs for new construction when only a general description of size and amenities are available. For purposes of our review we used, for comparison purposes only, new home construction cost data from the RS Means Residential Cost Data Guide 2013, 32nd Annual Edition (“RS Means”).

The Cost Examination results were compared to the RS Means 2013 Base Residential Cost per Square Foot, and the 93,925 total square footage of the Project was based upon information reported by the Developer. MassHousing estimates that the reported cost per square foot was \$134.88, which was approximately \$7.41 higher than the RS Means residential construction cost.

Since the Guidelines allow for up to 110% of the RS Means residential construction cost per square foot as a safe harbor, the calculation below shows the reported cost per square foot as \$5.34 lower than the safe harbor cost per square foot. See calculations below.

Total Residential Construction	\$	12,668,559
Square Footage		93,925
Cost per Square Foot	\$	134.88
<hr/>		
<i>Calculation</i>		
RS Means Residential Construction Cost	\$	127.47
Allowable Percentage Factor		110%
Allowable Cost per Square Foot		140.22
Actual Cost per Square Foot		134.88
Difference	\$	5.34

As a result of our analysis, we determined that the calculated construction costs per square foot as reported in the Cost Examination did not exceed the 110% safe harbor cost which would be allowed under the Guidelines.

2. Builder's Profit, Builder's Overhead and General Requirements

According to the Developer's Certificate, signed under the pains and penalties of perjury, the Project utilized a related party general contractor, Little Harbor Construction.

Related Party – Builder's Profit, Builder's Overhead and General Requirements

The Guidelines allow, for a related party general contractor, a builder's profit of 6% of construction costs, a builder's overhead of 2% of construction costs and general requirements of 6% of construction costs. It is acceptable for a particular line item to exceed the limit set forth above so long as the total of the three line items does not exceed 14%.

The total of builder's profit (\$685,319), builder's overhead (\$0) and general requirements (\$0) identified in the Cost Examination was \$685,319 or 5% of construction costs.

As a result of our analysis, we determined that the total of the related party general contractor's costs charged to the Project was within the 14% overall limitation.

C. Soft Costs

1. Commissions/Advertising – Market Rate Units

The brokerage commissions/advertising costs reported for market rate units in the Cost Examination were \$970,969 or 5% of total actual market sales revenue (not including the sale prices of the units sold to a related party).

According to the Developer's Certificate, signed under the pains and penalties of perjury, the Project utilized a related party brokerage firm (Glover Realty Corp.) in connection with the sale of the market rate units.

The limit imposed by the Guidelines for related-party broker commissions is 5% and must include advertising costs.

As a result of our analysis, we determined that the brokerage commissions/advertising costs charged to the Project did not exceed the allowable limits set forth in the Guidelines.

2. Commissions/Marketing/Lottery Costs – Affordable Units

The commissions/marketing/lottery costs reported for affordable units in the Cost Examination were \$49,230 or 3% of actual affordable sales revenue.

The Guidelines state that the maximum allowable commissions/marketing/lottery costs for affordable units should be the greater of \$20,000 or 3% of the sum of the actual affordable unit sales prices.

As a result of our analysis, we determined that the commissions/marketing/lottery costs charged to the Project did not exceed the allowable limits set forth in the Guidelines.

3. Accruals

According to the Developer and confirmed by the CPA, there is an \$18,000 accrual reported in the accounting line item of the Cost Examination. Cost Examination fees are customary and appear reasonable.

DRAFT

MassHousing
Review of Cost Examination Report
Lexington Courtyard
PE-033

Appendix A

DRAFT

<u>Categories</u>	<u>Per Cost Examination</u>	<u>Adjustments</u>	<u>Adjusted Balance</u>
Project Sales/Revenue			
Market	\$ 19,424,380	\$ -	\$ 19,424,380
Affordable	1,641,000		1,641,000
Identity of Interest (Market)	1,633,000		1,633,000
Rental income	17,942		17,942
Total Project Sales/Revenue	<u>\$ 22,716,322</u>	<u>\$ -</u>	<u>\$ 22,716,322</u>
Project Costs			
Site Acquisition - Land	<u>\$ 3,611,635</u>	<u>\$ -</u>	<u>\$ 3,611,635</u>
Hard Costs			
Residential construction	12,668,559		12,668,559
Site Preparation	1,113,029		1,113,029
Landscaping	271,667		271,667
Builder's Profit	685,319		685,319
Total Hard Costs	<u>14,738,574</u>	<u>-</u>	<u>14,738,574</u>
Soft Costs			
Architectural	300,255		300,255
Surveys and Permits	54,472		54,472
Engineering	181,344		181,344
Legal	946,022		946,022
Accounting	18,000		18,000
Real estate taxes	111,753		111,753
Appraisal	22,700		22,700
Closing Costs	65,703		65,703
Construction Loan Interest	182,725		182,725
Financing/Application Fees	70,615		70,615
Utilities	8,235		8,235
Other fees	23,799		23,799
Other construction costs	144,403		144,403
Developer's Overhead	112,000		112,000
Commissions/Advertising - Affordable	49,230		49,230
Commissions/Advertising - Market	970,969		970,969
Total Soft Costs	<u>3,262,225</u>	<u>-</u>	<u>3,262,225</u>
Total Project Costs	<u>\$ 21,612,434</u>	<u>\$ -</u>	<u>\$ 21,612,434</u>
Computed Profit from Sales/Revenue	<u>\$ 1,103,888</u>	<u>\$ -</u>	<u>\$ 1,103,888</u>
Profit Percentage	<u>5.11%</u>		<u>5.11%</u>
Maximum allowable (20% of total project costs)	<u>\$ 4,322,487</u>		<u>\$ 4,322,487</u>
Excess Profit Due to Municipality	<u>\$ -</u>		<u>\$ -</u>

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE: 1/12/15

PRESENTER: Joe Pato

ITEM NUMBER: I.12

SUBJECT:

Review Draft List of Articles for the 2015 Annual Town Meeting

EXECUTIVE SUMMARY:

See attached very draft Table of Contents for articles to be considered at the 2015 Annual Town Meeting for your review and comment.

The warrant will hopefully be completed over the next couple weeks and ready for you to sign at the meeting on January 26.

FINANCIAL IMPACT:

RECOMMENDATION / SUGGESTED MOTION:

STAFF FOLLOW-UP:

Selectmen's Office

D R A F T
(Final Numbering and Order of Articles May Change)

2015
ANNUAL TOWN WARRANT
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AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE: 12/15/14

PRESENTER: Joe Pato

ITEM NUMBER: I.13

SUBJECT:

Selectmen Committees Appointments:

- a. Retirement Board
 - b. Energy Conservation Committee
 - c. Historic Districts Commission
-

EXECUTIVE SUMMARY:

Mr. Weiss is interested in becoming a member of the Retirement Board as the Board of Selectmen appointment. He would replace Michael McNabb.

The Energy Conservation Committee has requested that Alan Sherman and Doug Holmes be appointed.

Joe Welch's has completed his 2-term limit as a member of the Historic Districts Commission, as the Cary Memorial Library Representative. Attached is a letter from the Library with their two nominations.

See attached information.

FINANCIAL IMPACT:

RECOMMENDATION / SUGGESTED MOTION:

Motion to appoint Frederick Weiss to the Retirement Board for a term beginning January 12, 2015 and expiring on January 11, 2018.

Motion to appoint Alan Sherman to the Energy Conservation Committee for a term to expire September 30, 2017.

Motion to appoint Doug Holmes to the Energy Conservation Committee to fill the unexpired term of Thomas Griffiths until September 30, 2016.

Motion to appoint _____ to the Historic Districts Commission as a full member representing the Cary Memorial Library for a term to expire December 31, 2019.

STAFF FOLLOW-UP:

Selectmen's Office

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE:

January 12, 2015

STAFF:

William P. Hadley, Director

ITEM NUMBER:

Consent

SUBJECT:

Adjustments of Water and Sewer charges.

EXECUTIVE SUMMARY:

Adjustment of Water and Sewer charges as recommended by WSAB \$ (6,214.73)

FINANCIAL IMPACT:

Allows the reconciliation with the General Ledger.

RECOMMENDATION / SUGGESTED MOTION:

Motion to approve the Water and Sewer and adjustments as noted above.

STAFF FOLLOW-UP:

Revenue Officer

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

DATE: 12/15/14

PRESENTER: Joe Pato

ITEM NUMBER: C.2-3

SUBJECT:

Consent

EXECUTIVE SUMMARY:

2. Approve a one-day liquor license for Temple Emunah to serve beer and wine at the square dancing and chili cookoff fundraiser on Saturday, February 28, 2015, from 7:00 p.m. to 10:00 p.m. at 9 Piper Road.
3. Approved one-day liquor licenses for the Historical Society to serve wine for the Annual Fundraising Dinner on Saturday, January 10, 2015, from 6:00 p.m. to 11:30 p.m. at the Depot Building and the Masonic Lodge.
4. Approve releasing the following Executive Session minutes from 2013: January 7, February 4, 8, 11, 25, and 28, March 11 and 27, April 24 and 29, May 6, 9, 20, and 30; June 3 (Partial), 10 and 17. These were reviewed by the Town Manager and Norman Cohen.
5. Approve the William Diamond Jr. Fife & Drum Corps request for the use of the Battle Green and march from Emory Park to the Battle Green for a Tattoo on Friday, May 1, 2015 from approximately 7:00 p.m. until 8:00 p.m.
6. Approve the minutes of November 10, 2014, November 17, 2014 and December 1, 2014 Budget Presentation.

See attached information.

FINANCIAL IMPACT:

RECOMMENDATION / SUGGESTED MOTION:

Motion to approve the Consent Agenda.

STAFF FOLLOW-UP:

Selectmen's Office



December 31, 2014

Mr. Joe Pato, Chairman
Board of Selectmen
Town of Lexington
1625 Massachusetts Avenue
Lexington, MA 02420

RE: The 2015 Lexington Fife and Drum Tattoo

Dear Joe,

On behalf of the William Diamond Junior Fife and Drum Corps, we would like to make the following requests in regards to the Lexington Fife and Drum Tattoo, Friday, May 1, 2015:

Lexington Fife and Drum Tattoo Parade:

- Use of Emory Park to line up parade participants. (We shall send a letter to Carl Valente as well.)
- Use of westbound side of Massachusetts Avenue from Emory Park to the Battle Green from 7:00 p.m. to approximately 7:05 p.m. for 4 fife and drum corps. Total number of parade participants will number approximately 50. We would like to meet with the Lexington Police Department in early 2015 to discuss this request.

Lexington Fife and Drum Tattoo:

- Use of the Battle Green for the Lexington Fife and Drum Tattoo. The Tattoo is expected to begin once the Parade arrives at the Battle Green at around 7:05 p.m. and last for approximately 45 minutes to 1 hour. The Tattoo involves 4 historical musical groups that will each play for 10-15 minutes on the Battle Green. This will be similar to the Old Guard performance in April 2014.
- We will also be requesting the use of ropes, a microphone, and a speaker system from the Department of Public Works. We would like to meet with the DPW early in 2015 to discuss the request. The roping of the field would be similar to what was done for the Old Guard performance on the Green in April 2014.

Should you have any questions, please do not hesitate to contact us.

Sincerely,

Tanya Morrisett, Business Manager & Board Member
781-862-1907 - wd.fife.drum@gmail.com

Susan Rubenstein, Board Member
781-254-0934

Some background on the William Diamond Jr Fife & Drum Corps and the Lexington Fife and Drum Tattoo and Muster

Our mission is to preserve America's and Lexington's
historical fife and drum music
through performance and education.

The William Diamond Junior Fife and Drum Corps of Lexington, MA

In 2002, four Lexington reenactors - Bill Mix, Mark Poirier, Michael Coppe, and Carmin Calabrese - decided that Lexington, one of the most historic towns in the United States, needed a youth fife and drum corps. This became a reality in October 2002 with the William Diamond Junior Fife and Drum Corps. Lexington's fife and drum corps started with 16 children. In just over a decade, this group has grown to almost 50 children, approximately 85% of whom are from Lexington.

The William Diamond Juniors accept all children, ages 8 - 18, who want to join. The only requirements for membership are that children love music and history. Members are taught everything they need to be successful. They learn how to read music and how to play historic instruments similar to those played in 1775 - the wooden six-holed fife and the rope tension snare. Members learn to march and as they advance in years and ability, they assume leadership roles in the group. Plus, our young people have a great time with other children of all ages doing unique events in meaningful places.

Annually, we receive invitations to perform in ceremonies, parades, conferences, and historical events both near and far. In 2014, the William Diamond Juniors performed in 50 events including 11 community service events for Lexington. Highlights from past marching seasons include invitations to march in the Lexington Patriots' Day Parades (of course!), 250th New York City St. Patrick's Day Parade, the U.S.S. Constitution Sunset Parade, Old Sturbridge Village Fife and Drum Day, the Battle of Bunker Hill Parade, and the Plymouth Thanksgiving Day Parade. We have appeared in Boston Magazine with Joe Perry and were featured on Channel 5's Chronicle. In 2012, the Corps traveled to Switzerland to perform in an invitational fife and drum muster. In 2013, the Corps performed in Walt Disney World. In 2014, we performed in Colonial Williamsburg's Drummer's Call. In November 2014, we won the first Boston Tea Party Junior Invitational Fife and Drum Tattoo and as a result, led the Boston Tea Party Parade in December 2014. In 2015, the Corps has been invited to perform in England with the Royal British Legion Youth Band. While in England, we will also perform at the Cambridge England American Cemetery and lay wreaths on the graves of Lexington soldiers who died in WWII. We have been invited to perform in Switzerland in 2016. Well over 150,000 people see the William Diamond Juniors perform annually and we're considered to be one of the most accomplished young fife and drum corps in the United States.

We've come a long way since 2002!

The Lexington Fife and Drum Tattoo and Muster

In the fife and drum community, a tattoo and muster are combined weekend events. A tattoo, which comes from a Dutch word meaning "to turn off the taps (of the casks) for the soldiers (at night)," is an event held at dusk on a Friday night. Typically, 3-5 premier musical groups perform at a tattoo. In the United States, musters are typically held on Saturdays. Musters are events at which many fife and drum corps, usually 25-35 groups, gather to play music for an audience.

Our Lexington event predates the William Diamond Junior Fife and Drum Corps. The first Lexington Tattoo was held in 2001 on the Battle Green over Patriots' Day weekend and was organized by the founders of the William Diamond Juniors. The Lexington Tattoo was held on the Battle Green in 2002 and 2003 as well. In 2004, the event was expanded to include a Saturday Muster and was moved to the first weekend in May, our permanent date. The Muster was held at the National Heritage Museum, but the Friday night Tattoo remained on the Battle Green.

The Friday night Lexington Tattoo continued to be held on the Battle Green until 2011 when a fundraising group from Boston received a permit to use the Green and Buckman Tavern. At that time, the William Diamond Juniors moved the Lexington Tattoo and Muster to the Minute Man National Historical Park.

This year, we would like to move the Friday night Tattoo back to the Battle Green. We feel that this event is appropriate for Lexington's historic Battle Green. As well, we feel that having the Tattoo in Lexington Center would allow more citizens to enjoy the event and historic fife and drum music. The Saturday Lexington Muster will continue to be held at the National Park.

Regardless of the location of the event, we have invited the Colonial Williamsburg Fifes and Drums to perform at the Tattoo. The William Diamond Juniors are committed to ensuring that this is a well-run, first-class event for Lexington. As members of the Lexington community, the William Diamond Juniors care deeply about all aspects of our town, our rich history, our landmarks, and our citizens.