

SELECTMEN'S MEETING
Monday, December 14, 2015
Selectmen Meeting Room
6:30 PM

AGENDA

EXECUTIVE SESSION

1. Executive Session-Exemption 6: Purchase, Exchange, Lease or Value of Real Property-241 Grove Street (30 min.) 6:30 PM

PUBLIC COMMENTS

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.

SELECTMAN CONCERNS AND LIAISON REPORTS

TOWN MANAGER REPORT

ITEMS FOR INDIVIDUAL CONSIDERATION

1. Historic Districts Request for Bylaw Change - Demolition by Neglect (10 min.) 7:00 PM
2. Revised Proposal-Parking Meter and Permit Rates (30 min.) 7:10 PM
3. Review Draft Policy: Payment-In-Lieu of Parking (20 min.) 7:40 PM
4. Request of School Committee to Release Funding for School Building Projects Design (5 min.) 8:00 PM
5. Update on Proposed Policy-Integrated Building Design (20 min.) 8:05 pm
6. License Renewals (5 min.) 8:25 PM
7. Selectmen Appointments (5 min.) 8:30 PM
 - a. Registrar of Voters
 - b. Town Celebrations Committee
8. Approve Bench Location (5 min.) 8:35 PM
9. Approve and Sign Eagle Congratulation Letter for Azeem M. Sultan (5 min.) 8:40 PM
10. Complete Streets Discussion (10 min.) 8:45 PM

CONSENT AGENDA

1. Commitments and Adjustments of Water & Sewer Charges 8:55 PM
2. Approve One-Day Liquor License - St. Brigid Parish 8:55 PM
3. Approve Tax Bill Inserts - Update on New Webpage and Voting Locations 8:55 pm

ADJOURN

1. Approximate Adjourn Time 9:00 PM

The next meeting of the Board of Selectmen is scheduled for Monday, January 11, 2015, at 7:00 p.m. in the Selectmen Meeting Room, 1625 Massachusetts Avenue.

A Center Streetscape meeting scheduled for Tuesday, January 12, 2015, at 7:00 p.m., in Battin Hall, Cary Memorial Building, 1605 Massachusetts Avenue.

Summit 4 is scheduled for Thursday, January 14, 2015, at 7:00 p.m. in the Public Services Building Cafeteria, 201 Bedford Street.

Hearing Assistance Devices Available on Request

All agenda time and the order of items are approximate and subject to change.



AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

AGENDA ITEM TITLE:

Executive Session-Exemption 6: Purchase, Exchange, Lease or Value of Real Property-241 Grove Street (30 min.)

PRESENTER:

Joint Discussion with Conservation Commission

ITEM NUMBER:

1.

SUMMARY:

Staff will brief the two boards on the status of the Wright Farm (241 Grove Street) purchase negotiations.

SUGGESTED MOTION:

None

FOLLOW-UP:

Town Manager and Town Counsel will continue negotiations.

DATE AND APPROXIMATE TIME ON AGENDA:

12/14/2015

6:30 PM

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

AGENDA ITEM TITLE:

Historic Districts Request for Bylaw Change - Demolition by Neglect (10 min.)

PRESENTER:

Lynn Hopkins, Chair of the Historic
Districts Commission

ITEM NUMBER:

I.1

SUMMARY:

Lynn Hopkins, Chair of the Historic Districts Commission, will be at your meeting to discuss the process for extending to the Historic Districts the Demolition by Neglect provisions currently outlined in Chapter 19 of the General Bylaws.

The HDC thinks most citizens would be surprised to discover that protection for the community from demolition by neglect, while available for historic and significant buildings outside the Historic Districts, does not extend to buildings within the Historic Districts. We strive for consistency and would like to see the same definition of demolition used both in and out of the Districts. They would like to request that Town Council assist them in modifying the Bylaw language so that the article could be brought before the 2016 Annual Town Meeting.

The attached article was drafted by Lynn Hopkins, Carol Kowalski and Marilyn Fenollosa.

SUGGESTED MOTION:

FOLLOW-UP:

DATE AND APPROXIMATE TIME ON AGENDA:

12/14/2015

7:00 PM

ATTACHMENTS:

Description

📄 HDC Warrant Article Request

Type

Cover Memo

DRAFT- TO BE SUBMITTED FOR TOWN COUNSEL REVIEW

ARTICLE

To see if the Town will vote to amend Chapter 19, Article 1, of the General Bylaws to ensure that structures in the Lexington Historic Districts are included in the Demolition by Neglect regulations and Enforcements and Remedies provisions, Sections 19-4 and 19-5, of said Article 1, or take any action related thereto.

DESCRIPTION:

This warrant article seeks to resolve the paradox of buildings in the Historic Districts having fewer protections than those outside the Districts in certain situations. First, buildings and structures in the Historic Districts are vulnerable to demolition by neglect even while historically or architecturally significant buildings outside the Historic Districts are protected through the Town's Demolition of Buildings bylaw, Chapter 19. Historic Districts are intended, among other things, to prevent demolition of structures in historic districts unless the Historic Districts Commission determines through a public hearing process that the demolition is appropriate. At present, however, the procedures described in Section 19-4, which seek to prevent building decay that could lead to de facto destruction through neglect, exclude buildings in the Historic Districts. In addition, the enforcement and remedies sections of the Historic Districts legislation are less comprehensive than those set forth in Section 19-5 of Chapter 19.

Proposed text changes shown in **red**:

Article 1: Historically or Architecturally Significant Buildings (~~deleted:Outside of Historic Districts~~)

...19-2 Definitions

COMMISSION

The Lexington Historical Commission, **or for purposes of Sections 19-4 and 19-5 only, also the Historic Districts Commission, as appropriate.**

SIGNIFICANT BUILDING

Any building or portion thereof which:

- A. Is listed on, or is within an area listed on, the National Register of Historic Places, or is the subject of a pending application for listing on said National Register; or
- B. Is included in the Cultural Resources Inventory prepared by the Commission including those buildings listed for which complete surveys may be pending; or
- C. Has been determined by vote of the Commission to be historically or architecturally significant in terms of period, style, method of building construction, or association with a famous architect or builder provided that the owner of such a building and the Building Commissioner have been notified, in hand or by certified mail, within 10 days of such vote; **or**
- D. For purposes of Sections 19-4 and 19-5 only, is within an Historic District, as such term is defined in the Historic Districts Special Act, Chapter 447 of the Acts of 1956, as amended**

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

AGENDA ITEM TITLE:

Revised Proposal-Parking Meter and Permit Rates (30 min.)

PRESENTER:

Melisa Tintocalis. Economic
Development Director

ITEM NUMBER:

I.2

SUMMARY:

The Parking Management Group has taken the public feedback regarding the Center Parking Permit system and is recommending a modification to the permit system. The Center Committee has endorsed this new permit system. The proposed system includes:

- A continuation of the 'prepaid' permit system for those Center employees who wish to continue to have the flexibility this type of permit provides. Permit rates will not change from the current rates of \$250 annually, but this price will be per vehicle (no more sharing permits among multiple vehicles). Parking will be in the Depot lot or at an all-day meter (no payment at the meter required if permit is displayed in vehicle).
- A new pay-as-you-go sticker permit system, that will allow Center employees to use the Depot lot and outlying all-day meters to park for \$1 per day. This cost to obtain this sticker is recommended to be \$15 per year.
- All Center employees who apply will receive a sticker, regardless of type.

SUGGESTED MOTION:

Move to approve the Center Parking Permit Program, for a one year trial basis, as proposed (or as amended _____)

FOLLOW-UP:

Parking Management Group and Police Traffic Bureau will implement this program.

DATE AND APPROXIMATE TIME ON AGENDA:

12/14/2015

7:10 PM

ATTACHMENTS:

Description	Type
▣ Lexington Center Parking Management and Implementation Plan Presentation	Presentation
▣ Proposed Center Parking Permit Program for 2016	Backup Material

Lexington Center Parking Management & Implementation Plan

Parking Meter and Permit Rates Proposal

Board of Selectmen – December 14, 2015



Board Adopted Parking Plan

June 2014

- 9 month public process
- 29 Interrelated Recommendations



Initial Implementation

Aug 2014 - Present

- New website; new signage locations;
- Board approved 18 new Mass Ave. spaces & 15 at St. Brigid's



New Smart Meter Technology

June 2015

- Town Meeting approved funding in April 2015
- 21 Smart Meters Installed in Center

Objective:

Improve the distribution of parking throughout Lexington Center

Hurdles

Same price for parking throughout Center

No incentive to park further outside core

Permit program is stagnant

Input for
final proposal
based on
11 meetings

1. PMG - 10/7/15
2. Business Meeting - 10/17/15
3. **BOS - 10/19/15**
4. Police - 10/27/15
5. PMG - 10/29/15
6. **BOS - 11/2/15**
7. PMG - 11/10/15
8. Center - 11/12/15
9. Police - 11/18/15
10. PMG - 11/24/15
11. Center - 12/10/15
12. **BOS 12/14/15 - Today**

Long Term Parking : Proposed Changes

St. Brigid
\$100
NO CHANGE

Church of Our
Redeemer
\$225 to \$150

Depot Lot
Establish an Employee
Sticker Program
\$250 per year
\$1.00 flat rate per day
Visitors \$.50 per hour
All-day Parking

FREE
Town Hall Lot
Convert Permit Spaces to
All-day Parking

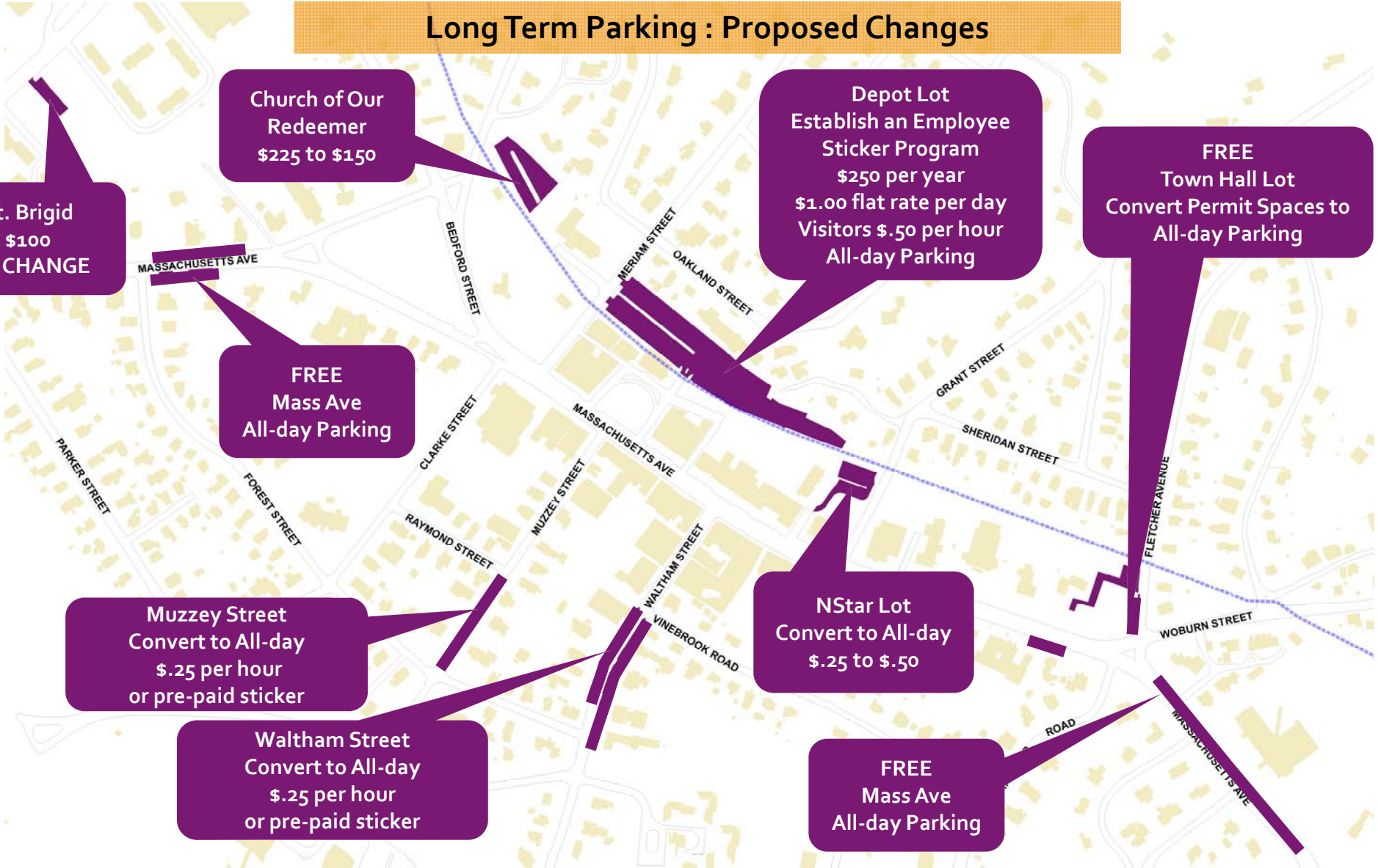
FREE
Mass Ave
All-day Parking

Muzzey Street
Convert to All-day
\$.25 per hour
or pre-paid sticker

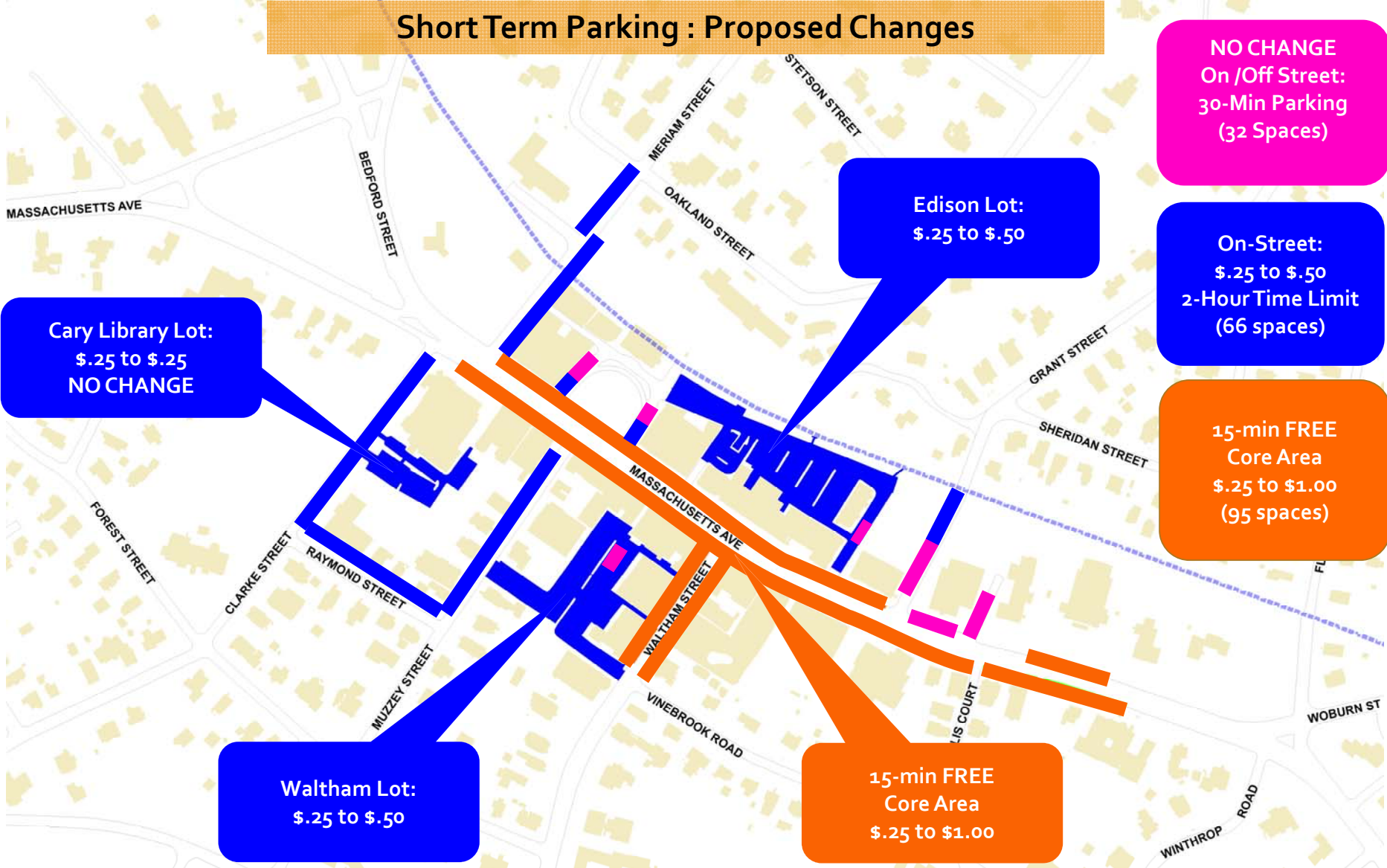
NStar Lot
Convert to All-day
\$.25 to \$.50

Waltham Street
Convert to All-day
\$.25 per hour
or pre-paid sticker

FREE
Mass Ave
All-day Parking



Short Term Parking : Proposed Changes



Cary Library Lot:
\$.25 to \$.25
NO CHANGE

Waltham Lot:
\$.25 to \$.50

Edison Lot:
\$.25 to \$.50

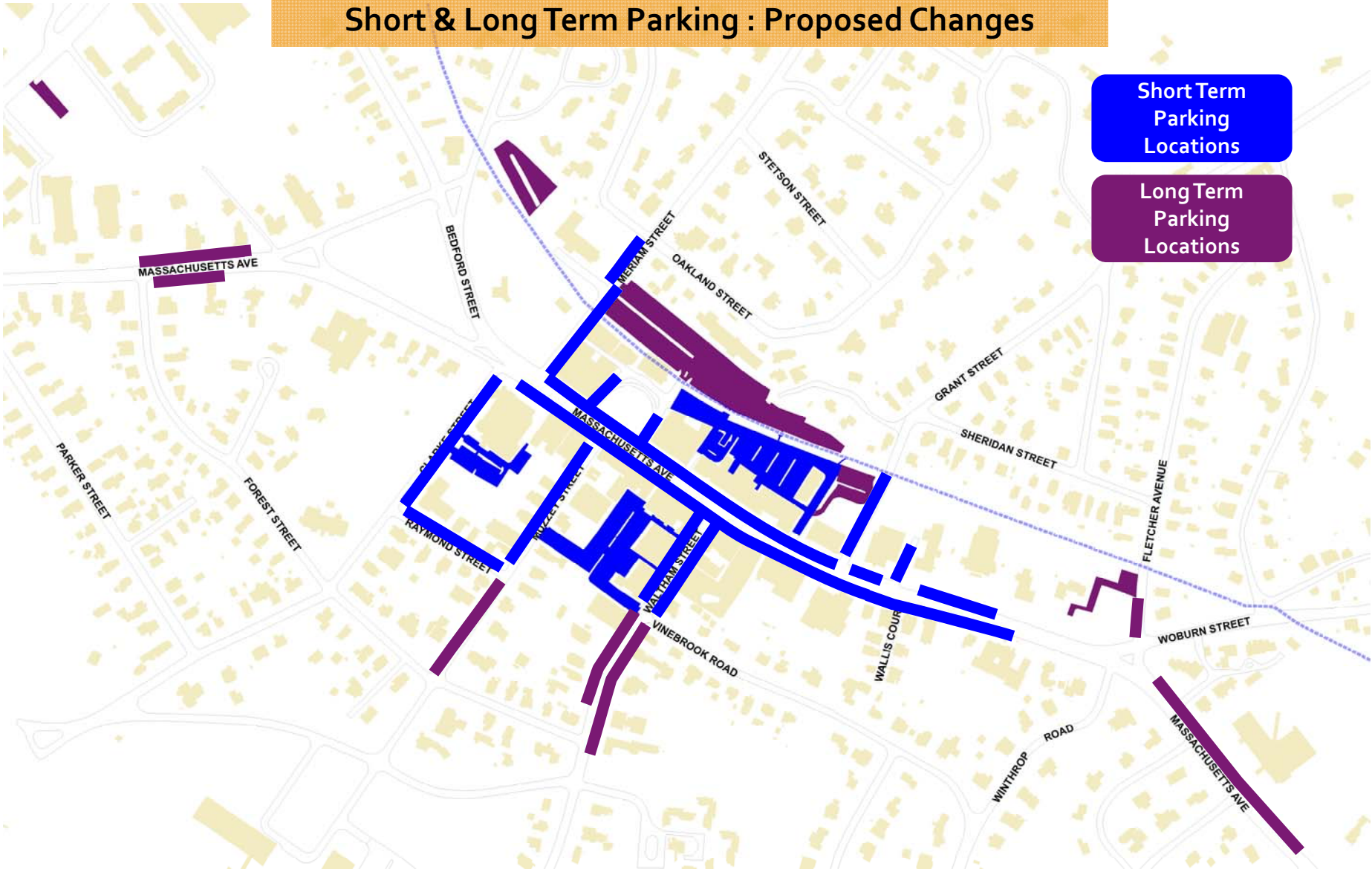
NO CHANGE
On /Off Street:
30-Min Parking
(32 Spaces)

On-Street:
\$.25 to \$.50
2-Hour Time Limit
(66 spaces)

15-min FREE
Core Area
\$.25 to \$1.00
(95 spaces)

15-min FREE
Core Area
\$.25 to \$1.00

Short & Long Term Parking : Proposed Changes



Short Term
Parking
Locations

Long Term
Parking
Locations

Outreach & Communication

Dec./Jan. 2016



- Create Parking Map
- Letter to all permit holders
- Issue Press Release

Feb. 2016



- Distribute Flyers & Map
- Update Website
- Email Distribution of Map
- Host 2 business meetings
- Initial Survey of Businesses

Sept. 2016



- Assessment
- Host Business Meeting
- Follow-Up Survey

Assessment

Sept. 2016



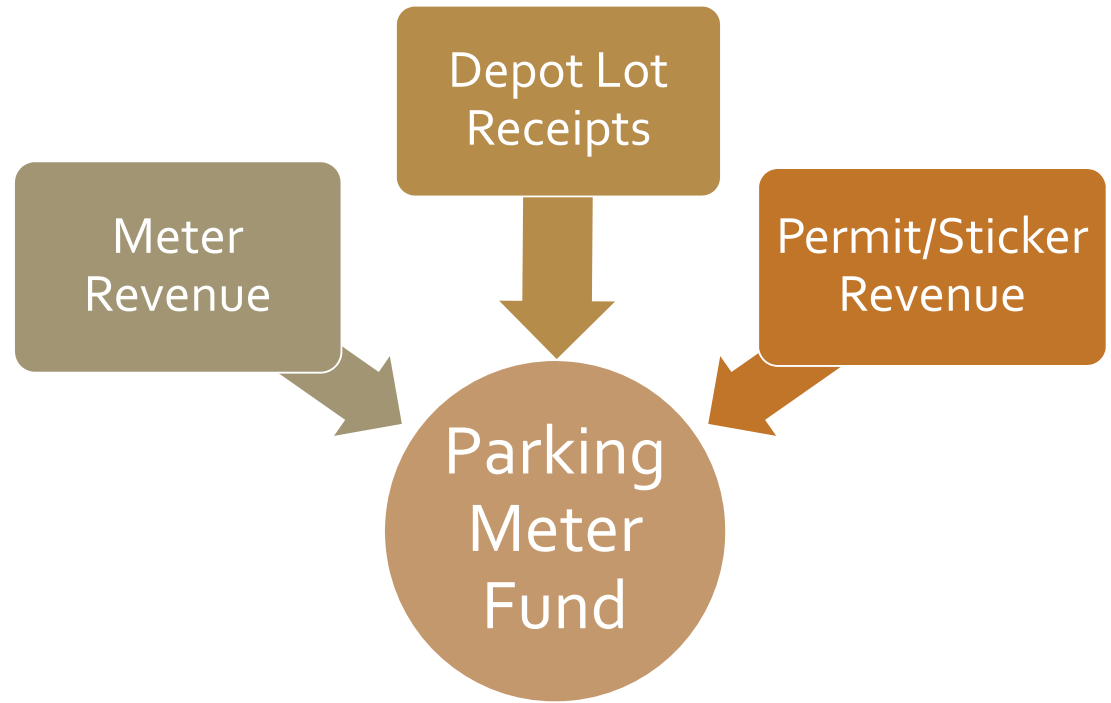
- Conduct Utilization Studies
- Revenue analysis
- Compile survey results

Dec. 2016



- Present Analysis to BOS
- Seek BOS determination

Potential Changes to Parking Meter Fund



	2012	2013	2014	<i>Projected</i>
Parking Meter Fund Collections	\$339,570	\$409,920	\$416,918	\$401,000

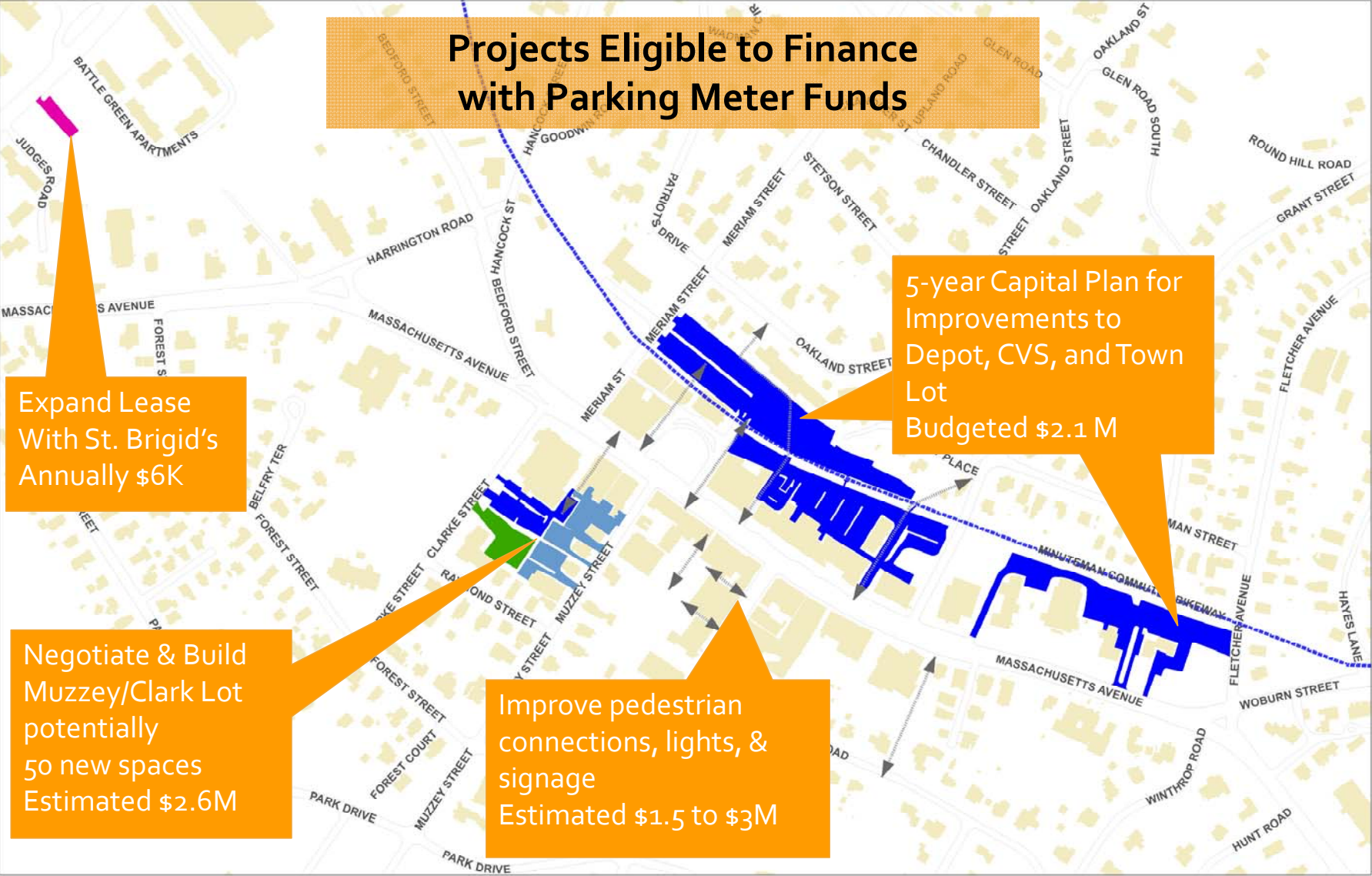
Projects Eligible to Finance with Parking Meter Funds

Expand Lease With St. Brigid's Annually \$6K

Negotiate & Build Muzzey/Clark Lot potentially 50 new spaces Estimated \$2.6M

Improve pedestrian connections, lights, & signage Estimated \$1.5 to \$3M

5-year Capital Plan for Improvements to Depot, CVS, and Town Lot Budgeted \$2.1 M



Thank you

Questions or Comments?



Town of Lexington

Police Department

1575 Massachusetts Avenue, Lexington, MA 02420

Mark J. Corr
Chief of Police

TEL: (781) 862-1212
FAX: (781) 863-1291

Parking Management Group Proposal Lexington Center Employee Sticker Program December 14, 2015

The Parking Management Group and the Lexington Police Department reviewed the current parking permit program and propose modifications thereto. We received excellent feedback from concerned businesses. At this time, we propose a modification to the permit program.

Givens:

- 1) The Center Employee Sticker Program is only one part of a larger parking management program.
- 2) If the Town approves all day parking at certain metered locations around Lexington Center, the Employee Sticker Program should help decentralize all day parking away from the core parking areas.
- 3) The current permit program is stagnant in that very few new permits are available year to year. As a result, there are many employees and new businesses that pay full price for parking and have no incentive to park in peripheral areas.

Lexington Center Employee Sticker Proposed Program

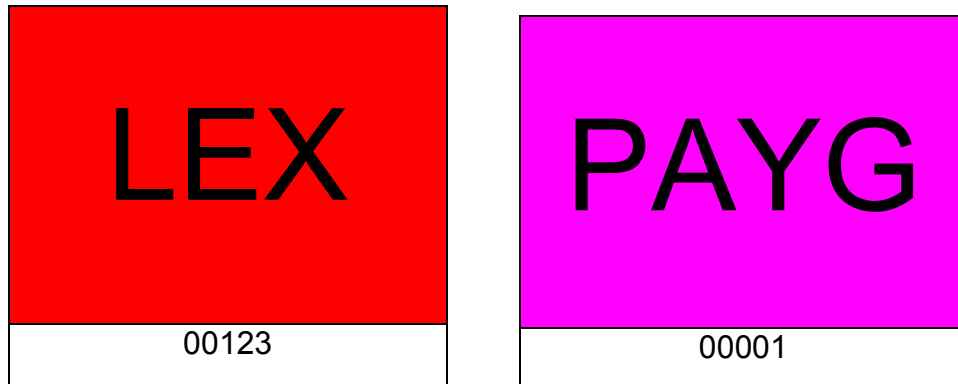
Each January, the Police Department's Traffic Bureau will send notice to all Center businesses about the parking program. This will include instructions on how to sign up for employee stickers in addition to educational material.

Employee Option 1:

Pre-Paid Lexington Center Employee Sticker. Similar to the existing permit program, a business/employee can prepay (\$250) for one-year of parking. This is a "one sticker per vehicle" program. The **Pre-Paid** sticker would authorize parking at the Depot Square attended lot and / or any all-day metered space.

Employee Option 2:

Pay as you Go, Employee Discount Sticker. Part-time and seasonal employees may not wish to pay for a full-year of parking in advance. A **Pay as you Go** sticker will permit Lexington Center employees to park in the Depot Square attended lot for the discounted employee rate (\$1 per day flat-rate). It is also recommended that the sticker will have a one-time annual fee of \$15.



Pre-Paid Sticker

Pay as you Go

(EXAMPLES ONLY)

Sticker Request Process:

Businesses in Lexington Center will submit annually to the Traffic Bureau a list of license plates/employee names wishing to participate in either the pre-paid or pay as you go sticker program.

The Traffic Bureau will process payment and return the employee lists with the appropriate pre-paid or pay-as-you-go stickers. Each sticker will have a unique sequential number. All requests for parking stickers, for either program, will be honored.

Businesses should instruct employees to attach the sticker to the driver's side, rear passenger window. (An easy spot for Parking Attendants to see the sticker).

How it works:

Employees with **Pre-Paid** stickers can enter the attended Depot Square lot after being acknowledged by the Parking Lot attendant. **Pre-Paid** stickers will also authorize employees to park at **properly signed** all-day meters (proposed locations along Muzzey Street between Raymond & Forest; Waltham Street between Vinebrook & Forest; NStar Lot) **without** paying for the meter.

Employees with Pay as you Go stickers may also park in the Depot Square attended lot for a flat-rate of \$1.00 a day (non-employees will be required to pay the hourly rate, proposed at \$.50); proof of payment allows for exiting and re-entry of the lot without additional payment required. **Pay as you Go** employees may also park at **properly signed** all-day meters (proposed locations along Muzzey Street between Raymond & Forest; Waltham Street between Vinebrook & Forest; NStar Lot) but **must** pay the posted meter rate.

Church of Our Redeemer & Saint Brigid

These two parking areas will be governed in the same manner as they are currently being managed, under a permit program. It is recommended that no additional permits be issued at the Church of Our Redeemer and that the annual price be reduced from \$225 to \$150. Efforts to expand the number of permit spaces at Saint Brigid will continue with no changes to the existing annual fee (\$100).

Miscellaneous Issues

The Police Department will continue to use similar protocols for lost and damaged stickers. Individuals who operate more than one vehicle to Lexington Center may prefer the **Pay as you Go** program. Individuals with unpaid parking tickets may be denied a parking sticker/permits pending payment of overdue parking tickets.

“Park, Lock & Walk”

A collaboration with property and business owners, as well as business managers is important to the success of this program. Encouraging Center employees to “Park, Lock & Walk” from a peripheral location will insure that metered spaces are available to the customers who frequent Lexington Center.

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

AGENDA ITEM TITLE:

Review Draft Policy: Payment-In-Lieu of Parking (20 min.)

PRESENTER:

Melisa Tintocalis, Economic
Development Director

ITEM NUMBER:

I.3

SUMMARY:

A working group of staff and members from the Center Committee has developed draft Payment-in-Lieu-of-Parking (PILOP) guidelines for Center property owners who are requesting that the Zoning Board of Appeals grant a waiver to the Zoning Bylaw parking requirements. These PILOP guidelines are seen as part of the Town's overall plan to address public and employee parking in the Center. Based on Board of Selectmen feedback, the working group will revised these guidelines and then begin the process to receive feedback from other Town boards and the public.

SUGGESTED MOTION:

None

FOLLOW-UP:

Working group will revise, as necessary and then begin a process to receive public comments.

DATE AND APPROXIMATE TIME ON AGENDA:

12/14/2015

7:40 PM

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Draft PILOP Policy	Backup Material
<input type="checkbox"/> PILOP Fee Methodology	Backup Material

SECTION 1: BACKGROUND

In June 2014, the Board of Selectmen adopted the Lexington Center Parking and Implementation Plan with the goal to improve parking conditions in the Center. The plan provides 29 interrelated recommendations for the Central Business District (CB) including revising the parking requirements, encouraging shared parking between uses, and introducing additional transportation demand management strategies. The recommendations are designed to better accommodate the existing mixed-use environment and promote village-oriented growth. In addition, the Board of Selectmen have acknowledged that the existing parking requirements may be difficult to meet for the types of projects the community desires in the Center. For this reason, the Board of Selectmen requested that the Planning Board update the CB parking requirements as a Town goal for 2016.

In the interim, the Board of Selectmen adopted the following a Payment In Lieu Of Parking (PILOP) policy which standardizes a method to calculate mitigation for projects that receive a Special Permit when the parking cannot be provided on-site and need to be absorbed in the public realm. The mitigation contributions will augment funds designated to improve public parking in Lexington Center. The goals of the PILOP mitigation are to:

- Serve as an interim measure until the Planning Board can recommend updated parking requirements and policies to Town Meeting.
- Establish a method to calculate mitigation associated with the Zoning Board of Appeal's Special Permit for waived parking requirements to fund the management and/or construction of public/shared parking

SECTION 2: PILOP APPLICABILITY

The PILOP mitigation applies to any proposed project within the Lexington Central Business District that requires more parking and applies for a Special Permit because the total minimum number of parking spaces required by the zoning by-law cannot be met. With the approval of a Special Permit, the applicant shall pay a one-time PILOP mitigation to the Parking Meter Fund in compensation for the parking waived. The PILOP mitigation would apply to the following types of proposed projects:

- Change of use
- Expansion
- Internal reconfiguration
- Reconstruction
- Demolition and new construction in any part of a building or the entire building on a parcel or parcels of land developed

SECTION 3: CALCULATION OF PILOP MITIGATION

The PILOP mitigation is based on the parking demand generated by the proposed project under the existing parking requirements.

Fill in the appropriate information on each lettered line to determine the number that will be applied to the PILOP mitigation schedule in Section 4:

PILOP Mitigation Calculation			
	A.	Required Parking: The number of parking spaces required by the proposed project per the zoning by-law.	
	B.	Parking Provided On-site: The total number of on-site, if any, parking spaces available for the proposed project.	
	C.	Number of parking spaces that cannot be provided on-site (the calculation of line A minus the number in line B).	
	D.	The total number of available off-site parking spaces with proof that spaces are owned or leased within a half mile radius of the proposed project, if any.	
	E.	PILOP Mitigation Number: Subtract the number in line D from line C	

Note: Parking spaces are used as a unit of measurement to calculate the PILOP mitigation; however, the number of parking spaces used in this calculation may not be the same number requested in the Special Permit.

SECTION 4: MITIGATION SCHEDULE

The PILOP mitigation schedule listed below shall be applied to the number calculated in Line E. The mitigation incremental increases per space based on the total number of spaces in line E.

The Zoning Board of Appeals may consider a reduction of the calculated mitigation if the applicant implements Parking & Transportation Demand Management strategies such as covered bike racks, shuttle service, car-sharing service/parking, transit passes, shared parking spaces, and parking permits with the Town.

PILOP Mitigation Number	\$ Per Space
Spaces 1 to 5	\$0
Spaces 6 to 10	\$200
Spaces 11-20	\$1,000
Spaces 21-41	\$2,000
Spaces 42-50	\$3,000
Spaces 51 or more	\$4,000

SECTION 5: TIMELINE FOR PAYMENT

The PILOP mitigation shall be paid to the Town in two installments: one-half prior to the issuance of a building permit for any improvements associated with a project and one-half prior to receipt of the certificate of occupancy for all or any portion of a building.

Alternatively, the applicant may pay the entire fee prior to the receiving the building permit. There shall be no refund of PILOP mitigation when fewer parking spaces are required due to a change of use or a reduction in gross floor area.

SECTION 6: ADDITIONAL PARKING REQUIREMENTS

Any succeeding building expansion or change of use that requires *new additional* parking spaces shall require action: Either the applicant must provide the additional parking on-site or request a new Special Permit and provide the appropriate PILOP mitigation.

SECTION 7: USE OF PILOP MITIGATION

PILOP mitigation funds shall be deposited in the Town’s Parking Meter Fund and be used for the following purposes:

1. Survey and design plans

PILOP mitigation shall be used to fund the survey and design plans for the redevelopment of downtown parking lots. Survey and design plans would address expanding parking capacity and optimizing the functional use in the following parking lots: Edison Way lot, Depot lot, Town Offices lot, Cary Library lot, and the potential Waltham-Muzzy lot.

2. Subsidize permit parking

PILOP mitigation shall also be used to subsidize the permit program to incentivize parking in specific locations by charging less than market value for permits in preferred parking locations. The expenditures address the Town’s immediate parking needs in the short-medium term.

The projects outlined are in accordance with Massachusetts General Law, Part I, Title VII, Chapter 40, Section 22b¹ and 22c² on uses of Parking Meter Fund revenue.

¹ <https://malegislature.gov/Laws/GeneralLaws/PartI/TitleVII/Chapter40/Section22B>

² <https://malegislature.gov/Laws/GeneralLaws/PartI/TitleVII/Chapter40/Section22C>

DRAFT

PILOP Fee Methodology

Costs

- **Critical Improvements**
 - **Low estimate for critical improvements**
 - \$8,479/space (20 year life-span, adjusted for inflation).
 - This cost includes developing on undeveloped land and turning it into a basic parking lot. Includes drainage, groundwater infiltration system, granite curbing, landscaping, and parking meter installation.
 - **High estimate for critical improvements**
 - \$26,316/space (20 year life-span)
 - This is the cost of building an existing parking lot and adding site improvements. Includes demolition, site prep, earthwork, paving, curbing, landscaping, drainage, electrical, design plans, and professional service fees.
- **Purchase of Land**
 - Approximately \$5,708/space to purchase. (NStar Lot study)
- **Permits/Leasing**
 - Weighted average cost of one permitted space the Town leases: \$273/year/space
 - Adjusted for 3% inflation = \$8,736/space (20 year life span)

Revenue

- **Parking Meter and Lot Receipts**
 - Parking meters average FY14 and 15: **\$200,195**
 - Parking lot receipts average FY14 and 15: **\$155,233**
 - **Total: \$355,428**
 - $\$355,428/1,663 = 213.73/\text{space}$
 - \$6,337 per space (NPV of revenue over 20 years; discounted at 3% and accounting for parking rates doubling)
- **Parking spaces for general use:**
 - 1,329 on street
 - 334 off street
 - **TOTAL: 1,663 spaces**

Low Estimate

- **Calculation**

- \$8,479 (critical improvements) + \$8,736 (permits/leasing) + \$5,708 (land) - \$6,337 (revenue) = **\$16,586**
- Divided by three stakeholders = **\$5,528/space**
- Divided by five stakeholders = **\$3,317/space**

High Estimate

- **Calculation**

- \$26,316 (critical improvements) + \$8,736 (permits/leasing) + \$5,708 (land) - \$6,337 (revenue) = **\$34,423/space**
- Divided by three stakeholders = **\$11,474/space**
- Divided by five stakeholders = **\$6,885/space**

Table 1: Cost per space - shared between 5 stakeholders

Estimates	Low costs of construction with 5 Stakeholders	High cost of construction with 5 Stakeholders
Cost per space	\$3,317	\$6,885

Table 2: Cost per space – shared between 3 stakeholders

Estimates	Low costs of construction with 3 Stakeholders	High cost of construction with 3 Stakeholders
Cost per space	\$5,528	\$11,474

Average = \$6,801/space

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

AGENDA ITEM TITLE:

Request of School Committee to Release Funding for School Building Projects Design (5 min.)

PRESENTER:

Pat Goddard, Director of Public
Facilities

ITEM NUMBER:

I.4

SUMMARY:

The School Committee has voted to request that the Board of Selectmen release \$564,707 (Diamond \$321,870, Clarke \$167,237, and six modular classrooms \$75,600) in design funds approved at the December 7, 2015 Special Town Meeting. To maintain projects schedules, the funds are for the designers (DiNisco) and project managers (Hill, DPF, APM) assigned to the Clarke, Diamond, and six modular classrooms projects.

SUGGESTED MOTION:

Motion to release \$564,707 from the December 7, 2015 Special Town Meeting #1, Article 2, appropriation of \$5,386,000 to continue project work.

FOLLOW-UP:

Director of Public Facilities and design team will continue project work.

DATE AND APPROXIMATE TIME ON AGENDA:

12/14/2015

8:00 PM

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

AGENDA ITEM TITLE:

Update on Proposed Policy-Integrated Building Design (20 min.)

PRESENTER:

Pat Goddard, Director of Public
Facilities

ITEM NUMBER:

I.5

SUMMARY:

The Integrated Design Team working group has been to developing a policy, to recommend to the School Committee and Board of Selectmen, that would provide direction to the Permanent Building Committee (PBC), Department of Public Facilities and future building design teams on energy and indoor air quality standards for Town facilities. The PBC and Integrated Design Team working group will meet again on December 22 to finalize these design guidelines.

Final guidelines need to be completed soon so that the School projects design team can continue with its work.

SUGGESTED MOTION:

None

FOLLOW-UP:

PBC and Integrated Design Team working group will continue to work on these design guidelines.

DATE AND APPROXIMATE TIME ON AGENDA:

12/14/2015

8:05 pm

ATTACHMENTS:

Description	Type
□ Draft Life Cycle Costs Discussion	Backup Material



Lexington Clarke Life Cycle Costing December 11, 2015

Summary

Comparison of life cycle cost between four alternatives for HVAC systems, for the addition to the Clarke School in Lexington, MA. Total Equivalent Annual Cost was determined for each option, based on energy models, cost estimates, and rough estimates of maintenance cost. The results showed that the VRF option had the highest life cycle cost, primarily due to its shorter expected service life, while the partial air conditioning scheme had the lowest costs overall.

Methodology

Method used for life cycle costing is called Total Equivalent Annual Cost. It amortizes the upfront cost over the life span of the equipment, and adds that to the operating cost. Another way to think of it is the operating cost + the bond payment on the capital cost. The IESNA recommends this specifically for comparisons of lighting options, but it works well whenever you are trying to compare alternatives with different life spans.

Basic Formula is:

$$\text{TAEC} = \text{Annual Operating Cost} + \text{Initial Costs} \times \left[\frac{(i(1+i)^n)}{((1+i)^n - 1)} \right]$$

Sources of Data

Energy consumption data is taken from our eQuest modeling effort. Capital cost is based on Architect's cost estimates.

Maintenance costs are rough estimates based on several sources. (1) It is generally agreed that the VRF system will have higher annual maintenance costs based on the need to change filters regularly on the VRF units, and the need for outside vendors to be used for other maintenance. (2) A 2011 PNNL Study showed that VRF systems had about 36% higher maintenance costs than VAV systems. (3) The ASHRAE Chilled Beam Guidebook shows significantly (95%) lower maintenance costs for the distribution (in-zone) portion of chilled beams compared to conventional fan coil units. (4) The ASHRAE Service Life and Maintenance Cost Database indicates mean HVAC maintenance costs for schools of \$0.11/sf/yr. From these sources, a rough estimate was made of \$2000/yr for the induction unit and hydronic heat option, and \$3000/yr for the VRF option.

Service Life for equipment is based on ASHRAE data.



Inputs and Results

Option	Capital Cost	Energy Costs	Maintenance Cost	Expected Service Life	Total Annual Equivalent Cost
Hydronic heat	\$522,000	\$12,540	\$2000/yr	20 years	\$48,025
2-pipe induction units	\$609,000	\$13,463	\$2000/yr	20 years	\$54,529
4-pipe induction units	\$696,000	\$13,463	\$2000/yr	20 years	\$60,109
VRF Heat Pumps	\$609,000	\$13,017	\$3000/yr	15 years	\$65,204

Based on a discount rate of 2.5%

Discussion and Conclusions

Basically, the key factor is the shorter service life of the VRF system. The initial capital investment is less than the 4-pipe induction units, but it must be replaced 5 years sooner. The slight savings in energy is offset by the higher maintenance costs.

The hydronic heating option, which provides only dehumidification and partial cooling is the clear best option from a life cycle cost perspective. However, the desire for full air conditioning cannot be met with this system.

Other non-monetary factors to be considered include the desire to avoid fossil fuels, acoustics, the risks of new technology, the availability of multiple manufacturers for public bidding, and refrigerant impacts.

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

AGENDA ITEM TITLE:

License Renewals (5 min.)

PRESENTER:

Joe Pato

ITEM NUMBER:

I.6

SUMMARY:

Diana has been working very hard to provide the attached list of license renewals ready for your approval. The list indicates if we are waiting for any additional information.

I ask that you approve and sign all the licenses for all the establishments and the Selectmen's Office will make sure all the necessary paperwork is received before we mail out the licenses before the end of December.

If you have any questions on the licensing, let me know before the meeting.

SUGGESTED MOTION:

Motion to approve the license renewals for 2016 as presented, subject to receiving all necessary information.

FOLLOW-UP:

Selectmen's Office

DATE AND APPROXIMATE TIME ON AGENDA:

12/14/2015

8:25 PM

ATTACHMENTS:

Description	Type
☐ 2016 License Renewals List	Backup Material

Licenses Renewals for 2016

Class 1

Lexington Toyota, Inc. complete
409 Mass. Avenue

Class 2

A to Z Auto Wholesale complete
20 Vine Street

Auto & Diesel Sales complete
75 Westview Street

Autobahn East complete
436 Marrett Road

Cheng Auto Sales complete
70 School Street

King's Auto complete
66 Emerson Gardens Road

Lexington Auto Center complete
1095 Mass. Avenue

Lexington Auto Sales complete
542 Mass. Avenue

Lexington Auto Service, Inc. complete
39 Bedford Street

Minutementech Automotive, LLC complete
6 Fulton Road

Scott the Car Guy, LLC complete
401 Lowell Street, Suite 1

Class 3

John P. Carroll Company, Inc. complete
700 Waltham Street

Coin

Lexington Elks complete
959 Waltham Str., PO Box 1

Lexington Elks complete
959 Waltham Str., PO Box 1

Lexington Post 3007 VFW complete
2 Hayes Lane

Lexington Post 3007 VFW complete
2 Hayes Lane

Tio Juan's Margaritas Mexican Restaurant complete
438 Bedford Street

Waxy O'Connor's complete
94 Hartwell Avenue

Waxy O'Connor's complete
94 Hartwell Avenue

Common Carrier

Joseph's Transportation, Inc. missing Lex Police inspection
44 James Street

M&L Transit Systems, Inc. missing Lex Police inspection
60 Olympia Avenue

M&L Transit Systems, Inc. Police inspection
60 Olympia Avenue

M&L Transit Systems, Inc. Police inspection
60 Olympia Avenue

M&L Transit Systems, Inc. Police inspection
60 Olympia Avenue

Common Victualler

Alexander's Pizza 180 Bedford Street	complete
Aloft Lexington 727 Marrett Road - A	complete
Avenue Deli 1806 Mass. Avenue	complete
Beijing Chinese Dining 1709 Mass. Avenue	complete
Bertucci's Brick Oven Ristorante 1777 Mass. Avenue	complete
Bollywood Café 135 Mass. Avenue	complete
Bruegger's Bagel Bakery 413 Waltham Street	complete
Dabin Restaurant 10 Muzzey Street	complete
Daikanyama Japanese Cuisine 43 Waltham Street	complete
Dunkin Donuts 10 Woburn Street	complete
Dunkin Donuts 373 Waltham Street	complete
Dunkin Donuts 141 Mass. Avenue	complete
Dunkin Donuts 317 Woburn Street	complete
Dunkin Donuts 1707 Mass. Avenue	complete

Element Lexington 727 Marrett Road - B	complete
Fruitee Yogurt 1707 Mass. Avenue	complete
il Casale 1727 Mass. Avenue	complete
Inn at Hastings Park (Artistry on the Green) 2027 Mass. Avenue	complete
Ixtapa Cantina Mexican Family Restaurant 177 Mass. Avenue	complete
Knights of Columbus 177 Bedford Street	complete
Lemon Grass Restaurant 1710 Mass. Avenue	complete
Lexington Elks 959 Waltham Str., PO Box 1	complete
Lexington Golf Club 55 Hill Street	complete
Lexington House of Pizza 399 Lowell Street	complete
Lexx Restaurant 1666 Mass. Avenue	complete
Mario's Italian Restaurant 1733 Mass. Avenue	complete
McDonald's 690 Marrett Way	complete

Minuteman Regional Vocational Tech. School Dist. 758 Marrett Road	complete
Nick's Place 197 Mass. Avenue	complete
Orange Leaf 1726 Mass. Avenue	complete
Panera Bread 1684 Mass. Avenue	complete
Peet's Coffee & Tea 1749 Mass. Avenue	will mail license fee 12/11/15
Pine Meadows Golf Club 255 Cedar Street	complete
Prime Roast Beef & Seafood 321 Marrett Road	complete
Qdoba Mexican Grill #2780 46 Bedford Street	complete
Quality Inn & Suites 440 Bedford Street	complete
Rancatore Ice Cream 1752 Mass. Avenue	complete
Ride Studio Café 1720 Mass. Avenue	complete
Royal India Bistro 7 Meriam Street	complete
Ruyi Restaurant 27 Waltham Street	complete
Starbucks Coffee 1729 Mass. Avenue	complete

Starbucks Coffee 60 Bedford Street	complete
Taipei Gourmet 211 Mass. Avenue	complete
The Upper Crust 41 Waltham Street	complete
Tio Juan's Margaritas Mexican Restaurant 438 Bedford Street	complete
Tres Petite Creperie 1707 Mass. Avenue, Suite 2	complete
Via Lago 1845 Mass. Avenue	complete
Vine Brook Tavern 20 Waltham Street	complete
Waxy O'Connor's 94 Hartwell Avenue	complete
Yangtze River Restaurant 21-25 Depot Square	complete

Entertainment

Aloft Lexington 727 Marrett Road - A	complete
Beijing Chinese Dining 1709 Mass. Avenue	complete
Bollywood Café 135 Mass. Avenue	complete
Element Lexington 727 Marrett Road - B	complete
il Casale 1727 Mass. Avenue	complete
Inn at Hastings Park 2027 Mass. Avenue	complete
Lemon Grass Restaurant 1710 Mass. Avenue	complete
Lexx Restaurant 1666 Mass. Avenue	complete
Prime Roast Beef & Seafood 321 Marrett Road	complete
Ride Studio Café 1720 Mass. Avenue	complete
Ruyi Restaurant 27 Waltham Street	complete
Starbucks Coffee 60 Bedford Street	complete
The Upper Crust 41 Waltham Street	complete

Tio Juan's Margaritas Mexican Restaurant
438 Bedford Street

complete

Via Lago
1845 Mass. Avenue

complete

Vine Brook Tavern
20 Waltham Street

complete

Waxy O'Connor's
94 Hartwell Avenue

complete

Liquor Club

Knights of Columbus
177 Bedford Street

complete

Lexington Elks
959 Waltham Str., PO Box 1

complete

Lexington Golf Club
55 Hill Street

complete

Lexington Post 3007 VFW
2 Hayes Lane

complete

Liquor Common Victualler

Beijing Cuisine 1709 Mass. Avenue	complete
Bertucci's Brick Oven Ristorante 1777 Mass. Avenue	complete
Dabin Restaurant 10 Muzzey Street	complete
il Casale 1727 Mass. Avenue	complete
Ixtapa Cantina Mexican Family Restaurant 177 Mass. Avenue	TIPS expires 12/15/15
Lemon Grass Restaurant 1710 Mass. Avenue	complete
Lexx Restaurant 1666 Mass. Avenue	complete
Royal India Bistro 7 Meriam Street	complete
Ruyi Restaurant 27 Waltham Street	complete
Tio Juan's Margaritas Restaurant 438 Bedford Street	complete
Via Lago 1845 Mass. Avenue	complete
Vine Brook Tavern 20 Waltham Street	complete
Waxy O'Connor's 94 Hartwell Avenue	complete

Yangtze River Restaurant
21-25 Depot Square

complete

Liquor Innholder

Aloft Lexington
727 Marrett Road - A

complete

Element Lexington
727 Marrett Road - B

complete

Inn at Hastings Park (Artistry on the Green)
2013-2027 Mass. Avenue

complete

Liquor Retail Package Goods Store

Apex Wine and Spirits, LLC
46E Bedford Street

WC expires 1/11/16. Will bring in new policy

Berman's Wine & Spirits
55 Mass. Avenue

complete

Busa Brothers Liquors, Inc.
55 Bedford Street

complete

Vinebrook Bottle Shop
131 Mass. Avenue

complete

Liquor Wine and Malt

Daikanyama Japanese Cuisine
43 Waltham Street

complete

Taipei Gourmet
211 Mass. Avenue

complete

The Upper Crust
41 Waltham Street

complete

Lodging/Innkeeper

Aloft Lexington complete

727 Marrett Road - A

Element Lexington complete

727 Marrett Road - B

Inn at Hastings Park complete

2013-2027 Mass. Avenue

Quality Inn & Suites complete

440 Bedford Street

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

AGENDA ITEM TITLE:

Selectmen Appointments (5 min.)

PRESENTER:

Joe Pato

ITEM NUMBER:

I.7

SUMMARY:

Letters were sent to the Democratic and Republican Town Committees requesting nominations to replace Laura Hussong. Both the Democratic Town Committee and the Republican Town Committee have submitted nominees.

The Town Celebrations Committee has requested that Gina Rada, the Veterans Agent, be appointed to the Subcommittee.

SUGGESTED MOTION:

Motion to appoint _____ to the Registrar of Voters to fill the unexpired term of Laura Hussong until March 31, 2017.

Motion to appoint Gina Rada to the Town Celebrations Subcommittee for a term to expire June 30, 2016.

FOLLOW-UP:

Selectmen's Office

DATE AND APPROXIMATE TIME ON AGENDA:

12/14/2015

8:30 PM

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Nominations from Democratic Town Committee	Cover Memo

- | | | |
|---|--|-----------------|
| 📁 | Nominations from the Republican Town Committee | Backup Material |
| 📁 | Current List of Registrar of Voters Members | Backup Material |
| 📁 | Letter Sent to Democratic and Republican Town Committees | Backup Material |
| 📁 | Gina Rada Committee Application | Backup Material |
| 📁 | Current List of Town Celebrations Committee and Subcommittee Members | Backup Material |

Lynne Pease

From: melanie thompson <mathompson360@gmail.com>
Sent: Tuesday, December 08, 2015 1:16 PM
To: Lynne Pease; Norman Cohen
Subject: Board of Registrars of Voters

Dear Ms. Pease,

In response to your letter of November 16, 2015, and pursuant to M.G.L. chapter 51, Section 15, I am pleased to inform you that on December 7, 2015, the Lexington Democratic Town Committee, through its Executive Committee, voted to nominate the following three persons to fill the unexpired term of Laura Hussong on the Lexington Board of Registrars:

Gordon Jones

Judy Moore

Mary Bablitch

If you have any questions, please call me at 781 254-7073.

Thank you for your help with this matter.

Very truly yours,

Melanie Thompson
Co-Chair, Lexington Democratic Town Committee

Lynne Pease

From: Jesse Segovia <jsegovia@mindspring.com>
Sent: Friday, December 11, 2015 12:01 AM
To: Lynne Pease
Subject: RE: Registrar of Voters Vacancy

Here is our list of Registrar candidates:

Catherine White
149 Pleasant St.

Dorrie Traficante
16 Fairbanks Rd.

Thanks again!

Jesse

-----Original Message-----

From: Jesse Segovia [mailto:jsegovia@mindspring.com]
Sent: Thursday, December 10, 2015 11:46 AM
To: 'Lynne Pease' <LPEASE@lexingtonma.gov>
Subject: RE: Registrar of Voters Vacancy

Yes, I should have a list for you today or tomorrow at the latest.

Thanks again!

Jesse

From: Lynne Pease [mailto:LPEASE@lexingtonma.gov]
Sent: Thursday, December 10, 2015 11:29 AM
To: 'jsegovia@mindspring.com' <jsegovia@mindspring.com>
Subject: RE: Registrar of Voters Vacancy

Could you get me something before Monday?

Lynne A. Pease
Selectmen's Office
Town of Lexington
1625 Massachusetts Avenue
Lexington, MA 02420
email selectmen@lexingtonma.gov
phone 781-698-4580
fax 781-863-9468

From: Jesse Segovia [mailto:jsegovia@mindspring.com]
Sent: Tuesday, December 08, 2015 4:40 PM
To: Lynne Pease

Subject: RE: Registrar of Voters Vacancy

I'm sorry I haven't replied sooner. Let me see what I can do to put together a list of nominees for you.

Thanks very much following up with me.

Jesse

From: Lynne Pease [mailto:LPEASE@lexingtonma.gov]
Sent: Tuesday, December 08, 2015 2:14 PM
To: 'Jesse Segovia' <jsegovia@mindspring.com>
Subject: Registrar of Voters Vacancy

Mr. Segovia,

The attached letter was sent to you in November. Could you please let me know if you plan to respond with any nominations. We would like to make the appointment at the next Selectmen meeting. Thank you!

Lynne A. Pease
Selectmen's Office
Town of Lexington
1625 Massachusetts Avenue
Lexington, MA 02420
email selectmen@lexingtonma.gov
phone 781-698-4580
fax 781-863-9468



Town of Lexington, Massachusetts

OFFICE OF SELECTMEN

JOSEPH N. PATO, CHAIRMAN
PETER C.J. KELLEY
NORMAN P. COHEN
MICHELLE L. CICCOLO
SUZANNE E. BARRY

TEL: (781) 698-4580
FAX: (781) 863-9468

November 16, 2015

Melanie Thompson, Co-Chair
Democratic Town Committee
360 Lowell Street
Lexington, MA 02420

Gordon M. Jones, III, Co-Chair
Democratic Town Committee
8 Rowlands Avenue
Lexington, MA 02421

Dear Ms. Thompson and Mr. Jones:

Pursuant to Massachusetts General Laws, Chapter 51, Section 15, I am writing on behalf of the Board of Selectmen to request three (3) nominations from your party's Town Committee for Registrars of Voters.

Laura Hussong has resigned and a replacement is needed as soon as possible. Current membership consists of one Republican, one Democrat and the Town Clerk. Massachusetts General Laws, Chapter 51, Section 15 reads:

"As the terms of the several registrars expire, and in case a vacancy occurs in the board of registrars of voters, the selectmen or the appointing authority shall so appoint their successors that as nearly as possible the members of the board shall represent the two leading political parties, as defined in section one of chapter fifty; provided, that a city or town clerk need not be enrolled in a political party; and provided further, that in no case shall an appointment be made as to cause a board to have more than two members, including the city or town clerk, of the same political party. Every such appointment shall be made in a town by the selectmen or the appointing authority from a list to be submitted to them by the town committee of the political party from the members of which the position is to be filled, containing the names of three enrolled members of such party resident in the town, selected by a majority vote at a duly called meeting, at which a quorum is present, of such committee; and every member of a board of registrars of voters shall serve until the expiration of his term and until his successor has qualified; provided, however, if the chairman of the town committee has not submitted such list to the selectmen or the appointing authority within forty-five days after a notification to said chairman by certified mail, the selectmen or the appointing authority shall make said appointment without reference to such a list."

Please submit the three (3) nominations as soon as possible to fill the current vacancy. We look forward to hearing from you. Please call if you have any questions.

Sincerely,

Lynne A. Pease
Executive Clerk

lap
cc: Nathalie Rice, Town Clerk



Town of Lexington, Massachusetts

OFFICE OF SELECTMEN

JOSEPH N. PATO, CHAIRMAN
PETER C.J. KELLEY
NORMAN P. COHEN
MICHELLE L. CICCULO
SUZANNE E. BARRY

TEL: (781) 698-4580
FAX: (781) 863-9468

November 16, 2015

Jesse F. Segovia, Chairman
Lexington Republican Town Committee
7 Pheasant Lane
Lexington, MA 02421

Dear Mr. Segovia:

Pursuant to Massachusetts General Laws, Chapter 51, Section 15, I am writing on behalf of the Board of Selectmen to request three (3) nominations from your party's Town Committee for Registrars of Voters.

Laura Hussong has resigned and a replacement is needed as soon as possible. Current membership consists of one Republican, one Democrat and the Town Clerk. Massachusetts General Laws, Chapter 51, Section 15 reads:

"As the terms of the several registrars expire, and in case a vacancy occurs in the board of registrars of voters, the selectmen or the appointing authority shall so appoint their successors that as nearly as possible the members of the board shall represent the two leading political parties, as defined in section one of chapter fifty; provided, that a city or town clerk need not be enrolled in a political party; and provided further, that in no case shall an appointment be made as to cause a board to have more than two members, including the city or town clerk, of the same political party. Every such appointment shall be made in a town by the selectmen or the appointing authority from a list to be submitted to them by the town committee of the political party from the members of which the position is to be filled, containing the names of three enrolled members of such party resident in the town, selected by a majority vote at a duly called meeting, at which a quorum is present, of such committee; and every member of a board of registrars of voters shall serve until the expiration of his term and until his successor has qualified; provided, however, if the chairman of the town committee has not submitted such list to the selectmen or the appointing authority within forty-five days after a notification to said chairman by certified mail, the selectmen or the appointing authority shall make said appointment without reference to such a list."

Please submit the three (3) nominations as soon as possible to fill the current vacancy. We look forward to hearing from you. Please call if you have any questions.

Sincerely,

Lynne A. Pease
Executive Clerk

lap
cc: Nathalie Rice, Town Clerk

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

AGENDA ITEM TITLE:

Approve Bench Location (5 min.)

PRESENTER:

Joe Pato

ITEM NUMBER:

I.8

SUMMARY:

The Selectmen's Office received a request asking if a bench could be located near Fancy Flea Antiques on Massachusetts Avenue. Mr. Pinsonneault, Director of Operations reviewed and approved the location shown on the attached drawing.

SUGGESTED MOTION:

Motion to approve the proposed location for a bench to be located on Massachusetts Avenue in front of 1841 Massachusetts Avenue facing the Battle Green.

FOLLOW-UP:

Selectmen's Office

DATE AND APPROXIMATE TIME ON AGENDA:

12/14/2015

8:35 PM

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Proposed Bench Location	Cover Memo
<input type="checkbox"/> Bench Recipient Information	Backup Material

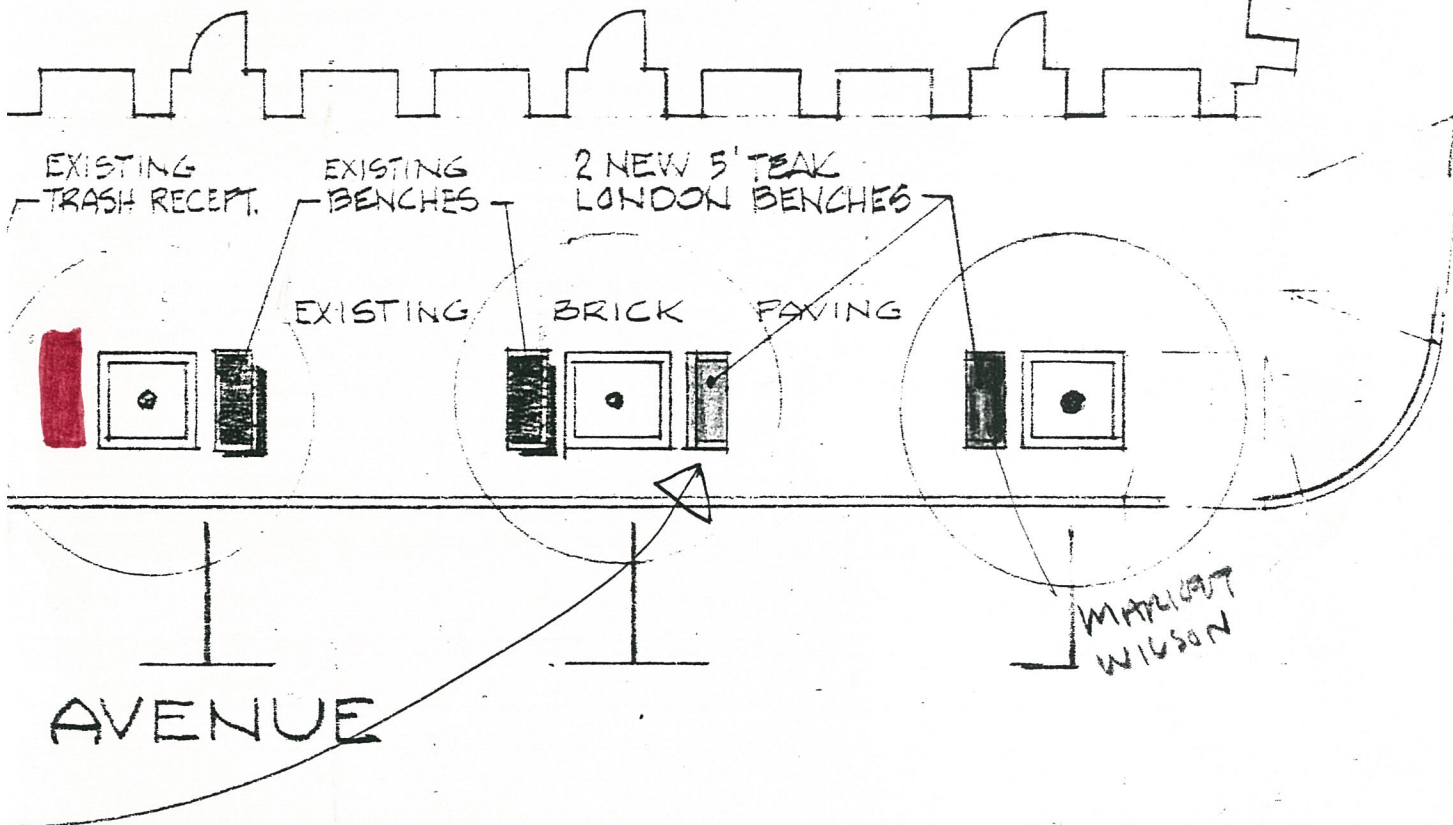
NG

ANTIQUES

CLOCKS

GALLERY

DEPOT SO



PROPOSED LOCATIONS FOR BENCHES

AUGUST 7, 1996

JWF

SCALE 1" = 10'



AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

AGENDA ITEM TITLE:

Approve and Sign Eagle Congratulation Letter for Azeem M. Sultan (5 min.)

PRESENTER:

Joe Pato

ITEM NUMBER:

I.9

SUMMARY:

You are being asked to sign a letter of commendation for Boy Scout Eagle Azeem M. Sultan from Troop 160.

SUGGESTED MOTION:

Motion to send a letter of commendation congratulating Azeem M. Sultan for attaining the highest rank of Eagle in Boy Scouting.

FOLLOW-UP:

Selectmen's Office

DATE AND APPROXIMATE TIME ON AGENDA:

12/14/2015

8:40 PM

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Proposed Letter to Azeem Sultan	Backup Material
<input type="checkbox"/> Letter Requesting Eagle Letter for Azeem Sultan	Backup Material

December 14, 2015

Azeem M. Sultan
Troop 160
St. Brigid Parish
2001 Massachusetts Avenue
Lexington, MA 02421

Dear Azeem,

Congratulations on attaining the highest rank in Scouting. We know the trail to Eagle has not always been an easy one and we recognize that you have had to work hard to get this far. Your time in positions of leadership within Troop 160, and the successful completion of your Eagle project, speaks to your dedication.

Being an Eagle is so much more than just another rank. It is a recognition of what you have achieved so far, but of more importance is the implied promise you have made to maintain the ideals of Scouting into your adult life.

We know that your family and fellow Scouts are proud of you and will look to you to be a leader as you continue your journey beyond Eagle.

Again, congratulations and good luck in all your future endeavors.

Sincerely,

Joseph N. Pato, Chairman

Peter C. J. Kelley

Norman P. Cohen

Michelle L. Ciccolo

Suzanne E. Barry

December 9, 2015

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

Dear Mr. Pato,

I am proud to inform you that Azeem M. Sultan, a resident of Lexington, Massachusetts and a member of Boy Scout Troop 160, has achieved the rank of Eagle Scout. This letter is to ask for your assistance in recognizing and honoring his recent achievement and service.

Azeem Sultan joined scouting in Lexington, MA, in 2007, at the age of ten, as a Webelos scout. In March 2009, he crossed over to Troop 160. He eagerly attended many activities and trips; one of his favorites, the Deep Freeze trip, consisted of sleeping in snow caves. In 2010, he attended the 100th Anniversary National Jamboree in West Virginia. In 2013, he went to Matagamon High Adventure in northern Maine for a ten-day white water canoe trip, and in 2014, he attended Seabase High Adventure in Florida on a tall ship for 6 days. He accumulated a total of ninety-five nights of camping, as well as participating in many community service projects through his years of scouting.

Each year, Azeem attended two weeks of summer camp at Griswold Scout Reservation, (GSR), in New Hampshire. In 2014, he worked at Camp Bell at GSR. He earned "Staff Member of the Year" and later returned for the 2015 season.

Azeem pursued many leadership positions. In 2013, Azeem was elected Senior Patrol Leader and served two terms, engaging, organizing and coordination scouts activities and advancements successfully. He enhanced his listening, communication and public speaking skills through his years in scouting.

For his Eagle Scout Project, he built a boardwalk on conservation land to help prevent damage to plant life and a small stream from hikers.

On the 10th of June 2015, Azeem was awarded the rank of Eagle Scout. He is 134th Scout from Troop 160 to earn Eagle. He completed scouts with 43 merit badges and a bronze palm.

Azeem is currently completing his senior year at Lexington High School and working part time. He plans to pursue a career in engineering. While Azeem is no longer a Boy Scout, he will always be an Eagle. He plans to stay involved in scouting to give back, it gave him so much.

Azeem will receive his Eagle Scout award at an Eagle Scout Court of Honor on January 8, 2016 in Lexington, MA. We would appreciate you sending a letter of commendation to Azeem and mailing the letter directly to our new Eagle Scout at the following address:

Azeem M. Sultan
66 Middle Street
Lexington, MA 02421

Thank you for taking time from your busy schedule to help our Troop and community recognize the achievements and service of Eagle Scout Azeem M. Sultan.

Sincerely,

A handwritten signature in cursive script that reads "Suzanne E. Barry".

Suzanne E. Barry
Boy Scout Troop 160 Eagle Scout Ceremony Coordinator
msmt4barry@verizon.net

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

AGENDA ITEM TITLE:

Complete Streets Discussion (10 min.)

PRESENTER:

Michelle Ciccolo, Selectman

ITEM NUMBER:

I.10

SUMMARY:

Ms. Ciccolo will provide an update on the Complete Streets Program.

SUGGESTED MOTION:

FOLLOW-UP:

DATE AND APPROXIMATE TIME ON AGENDA:

12/14/2015

8:45 PM

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

AGENDA ITEM TITLE:

Commitments and Adjustments of Water & Sewer Charges

PRESENTER:

William P Hadley, Director of Public Works

ITEM NUMBER:

C.1

SUMMARY:

Commitment of Water & Sewer Section One	\$2,336,013.54
Commitment of Water & Sewer Section Two	\$2,779,390.62
Commitment of Water & Sewer Section Three	\$5,061,561.86
Commitment of Water & Sewer Cycle 9	\$194,234.27
Commitment of Water & Sewer November Finals	\$4,366.65
Adjustments of Water & Sewer WSAB 10/15/15	(\$ 9,683.28)
Adjustments of Water & Sewer WSAB 12/3/15	(\$4,915.00)

SUGGESTED MOTION:

Motion to approve the Water & Sewer Commitments and Adjustments as noted above.

FOLLOW-UP:

Treasurer's Officer

DATE AND APPROXIMATE TIME ON AGENDA:

12/14/2015 8:55 PM

ATTACHMENTS:

Description	Type
12-14-15 Back up	Cover Memo



Department of Public Works
Town of Lexington
Water and Sewer Enterprise Funds
FISCAL YEAR 2016

COMMITMENT FA0116

SECTION 1

GRAND TOTALS

WATER	\$1,160,832.30	\$1,160,832.30
SEWER	\$1,175,181.24	\$1,175,181.24
TOTAL:	<u>\$2,336,013.54</u>	<u>\$2,336,013.54</u>

To the Collector of Revenue for the Town of Lexington:

You are hereby authorized and required to levy and collect of the persons named in the list of water/sewer charges herewith committed to you and each one of his/her respective portion herein set down of the sum total of such list. Said sum being:

Two million, three hundred thirty-six thousand, thirteen dollars and 54/100

And pay the same into the treasury of the Town of Lexington and to exercise the powers conferred by law in regard thereto.



DIRECTOR OF PUBLIC WORKS

BOARD OF SELECTMEN

12/14/15

Treasurer/Collector, Director Public Works, Water/Sewer Billing



Department of Public Works
Town of Lexington
Water and Sewer Enterprise Funds
FISCAL YEAR 2016

COMMITMENT FA0216

SECTION 2

GRAND TOTALS

WATER	\$1,563,940.85	\$1,563,940.85
SEWER	\$1,215,449.77	\$1,215,449.77
TOTAL:	<u>\$2,779,390.62</u>	<u>\$2,779,390.62</u>

To the Collector of Revenue for the Town of Lexington:

You are hereby authorized and required to levy and collect of the persons named in the list of water/sewer charges herewith committed to you and each one of his/her respective portion herein set down of the sum total of such list. Said sum being:

Two million, seven hundred seventy-nine thousand, three hundred ninety dollars and 62/00

And pay the same into the treasury of the Town of Lexington and to exercise the powers conferred by law in regard thereto.



DIRECTOR OF PUBLIC WORKS

BOARD OF SELECTMEN

12/14/15

Treasurer/Collector, Director Public Works, Water/Sewer Billing



Department of Public Works
Town of Lexington
Water and Sewer Enterprise Funds
FISCAL YEAR 2016

COMMITMENT FA0316	SECTION 3	GRAND TOTALS
	NOVEMBER 2015	
WATER	\$2,286,965.37	\$2,286,965.37
SEWER	\$2,774,596.49	\$2,774,596.49
TOTAL:	<u>\$5,061,561.86</u>	<u>\$5,061,561.86</u>

To the Collector of Revenue for the Town of Lexington:

You are hereby authorized and required to levy and collect of the persons named in the list of water/sewer charges herewith committed to you and each one of his/her respective portion herein set down of the sum total of such list. Said sum being:

Five million, sixty-one thousand, five hundred sixty-one dollars and 86/00

And pay the same into the treasury of the Town of Lexington and to exercise the powers conferred by law in regard thereto.


DIRECTOR OF PUBLIC WORKS

BOARD OF SELECTMEN 12/14/15

Treasurer/Collector, Director Public Works, Water/Sewer Billing



Department of Public Works
Town of Lexington
Water and Sewer Enterprise Funds
FISCAL YEAR 2016
November 2015 Cycle 9 Billing

CYCLE 9

GRAND TOTALS

WATER	\$186,529.27	\$186,529.27
SEWER	\$2,629.40	\$2,629.40
FEE FOR BEDFORD	\$5,075.60	\$5,075.60
TOTAL:	<u>\$194,234.27</u>	<u>\$194,234.27</u>

To the Collector of Revenue for the Town of Lexington:

You are hereby authorized and required to levy and collect of the persons named in the list of water/sewer charges herewith committed to you and each one of his/her respective portion herein set down of the sum total of such list. Said sum being:

One hundred ninety-four thousand, two hundred thirty-four dollars and 27/00

And pay the same into the treasury of the Town of Lexington and to exercise the powers conferred by law in regard thereto.



DIRECTOR OF PUBLIC WORKS

BOARD OF SELECTMEN

12/14/15

Treasurer/Collector, Director Public Works, Water/Sewer Billing



Department of Public Works
Town of Lexington
Water and Sewer Enterprise Funds
FISCAL YEAR 2016
NOVEMBER 2015 Final Water Bills

	FINALS	GRAND TOTALS
WATER	\$2,042.34	\$2,042.34
SEWER	\$2,324.31	\$2,324.31
TOTAL:	<u>\$4,366.65</u>	<u>\$4,366.65</u>

To the Collector of Revenue for the Town of Lexington:

You are hereby authorized and required to levy and collect of the persons named in the list of water/sewer charges herewith committed to you and each one of his/her respective portion herein set down of the sum total of such list. Said sum being:

Four thousand, three hundred sixty-six dollars and 65/00

And pay the same into the treasury of the Town of Lexington and to exercise the powers conferred by law in regard thereto.

William H. Dudley

DIRECTOR OF PUBLIC WORKS

BOARD OF SELECTMEN

12/14/2025

Treasurer/Collector, Director Public Works, Water/Sewer Billing



FY2016
ADJUSTMENTS TO WATER/ SEWER
AS RECOMMENDED BY THE WATER AND SEWER ABATEMENT BOARD

WSAB October 15, 2015

ACCOUNT	NBR	STREET	WATER	SEWER	TOTAL	BILL	YEAR
0200518102	6	Burnham Road	(\$148.28)		(\$148.28)	2794	2015
0200594300	40	Coolidge Avenue	\$644.95	\$1,378.79	\$2,023.74	820320*	2015
0200594302	40	Coolidge Avenue	(\$1,121.12)		(\$1,121.12)	820321*	2015
0300831800	19	Demar Road	(\$208.84)	(\$551.96)	(\$760.80)	809669*	2015
0300858400	23	Fairbanks Road	(\$856.73)	(\$2,097.53)	(\$2,954.26)	824179*	2015
0300789700	73	Fifer Lane	(\$482.58)	(\$1,109.35)	(\$1,591.93)	823327*	2015
0200530400	118	Grant Street	(\$42.13)	(\$111.11)	(\$153.24)	2954*	2015
0300970200	2	Hampton Road	(\$50.17)	(\$616.08)	(\$666.25)	825571	2015
0300747500	7	Kimball Road	(\$17.30)	(\$44.70)	(\$62.00)	822828	2015
0300877600	541	Marrett Road	(\$105.24)	(\$285.36)	(\$390.60)	824432*	2015
0300835102	21	Partridge Road	(\$159.70)		(\$159.70)	809709*	2015
0100099000	22	Peachtree Road	(\$371.79)		(\$371.79)	826470	2015
0300738200	17	Pine Knoll Road	(\$44.98)	(\$440.52)	(\$485.50)	822705	2015
0300824300	54	Robinson Road	(\$72.57)	(\$190.06)	(\$262.63)	823746	2015
0200534800	16	Saddle Club Road	(\$414.83)	(\$1,032.69)	(\$1,447.52)	3024*	2015
0100271800	237	Worthen Road East	(\$158.70)	(\$972.70)	(\$1,131.40)	774125	2014
			(\$3,610.01)	(\$6,073.27)	(\$9,683.28)		

THE SUM SET AGAINST THE ABOVE ACCOUNTS IS HEREBY ADJUSTED.

WATER	SEWER	TOTAL
(\$3,610.01)	(\$6,073.27)	(\$9,683.28)

W. C. [Signature]
 DIRECTOR OF PUBLIC WORKS

BOARD OF SELECTMEN

12/14/2015

* Denotes an abatement recommendation that adjusts more than one bill



FY2016
ADJUSTMENTS TO WATER/ SEWER
AS RECOMMENDED BY THE WATER AND SEWER ABATEMENT BOARD
WSAB December 3, 2015

ACCOUNT	NBR	STREET	WATER	SEWER	TOTAL	BILL	YEAR
0100231300	3	Allen Street	(\$651.15)	(\$3,488.75)	(\$4,139.90)	829482	2016
0200433402	5	Whittier Road	(\$775.10)		(\$775.10)	1707	2015
			(\$1,426.25)	(\$3,488.75)	(\$4,915.00)		

THE SUM SET AGAINST THE ABOVE ACCOUNTS IS HEREBY ADJUSTED.

WATER	SEWER	TOTAL
(\$1,426.25)	(\$3,488.75)	(\$4,915.00)


 DIRECTOR OF PUBLIC WORKS

BOARD OF SELECTMEN

12/14/2015

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

AGENDA ITEM TITLE:

Approve One-Day Liquor License - St. Brigid Parish

PRESENTER:

Joe Pato

ITEM NUMBER:

C.2

SUMMARY:

The St. Brigid Parish has requested a one-day liquor license to serve wine and beer at the Christmas Jam Celebration on Saturday, December 19, 2015, from 7:00 p.m. to 9:00 p.m. at the St. Brigid's Parish, 2001 Massachusetts Avenue.

SUGGESTED MOTION:

Motion to approve the request of the St. Brigid Parish for a one-day liquor license to serve beer and wine at the Christmas Jam celebration on Saturday, December 19, 2015, from 7:00 p.m. to 9:00 p.m. at the St. Brigid Parish, 2001 Massachusetts Avenue.

FOLLOW-UP:

Selectmen's Office

DATE AND APPROXIMATE TIME ON AGENDA:

12/14/2015

8:55 PM

ATTACHMENTS:

Description	Type
<input type="checkbox"/> One-Day Liquor License Application - St. Brigid	Backup Material

AGENDA ITEM SUMMARY

LEXINGTON BOARD OF SELECTMEN MEETING

AGENDA ITEM TITLE:

Approve Tax Bill Inserts - Update on New Webpage and Voting Locations

PRESENTER:

Joe Pato

ITEM NUMBER:

C.3

SUMMARY:

Attached is the proposed insert for the next tax bill which goes to the printer this week.

SUGGESTED MOTION:

Motion to approve the consent agenda.

FOLLOW-UP:

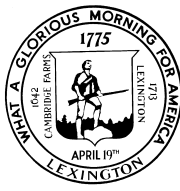
DATE AND APPROXIMATE TIME ON AGENDA:

12/14/2015

8:55 pm

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Proposed Tax Bill Insert	Backup Material



Town of Lexington - January 2016 Updates

The URL is the same, but the Town's website has changed! Click on the link on the Town's website www.lexingtonma.gov and take the survey to send us your comments on the newly designed website – made to provide:

- Usability for all website visitors –to find information sought, content organized by user needs-information and services people look for most often
- Ease of maintenance –to maintain content and provide immediate updates
- Support for all web-capable devices – responsive to the device used to view it, content is findable and readable on every device

Voting & Polling Location Changes – The Annual Town Election is set for **TUESDAY, March 1, 2016**. Voters will elect members of the Board of Selectmen, School Committee, Planning Board, Housing Authority, and Moderator.

Effective January 1, 2016:

Precinct 3 – Voting relocated from the Clarke Middle School to the Lexington Community Center

Precinct 4 – Voting relocated from the Bridge School to the Cary Memorial Building

Precinct 6 – Voting relocated from the Diamond Middle School to the Cary Memorial Building

Upcoming Elections for 2016

March 1, 2016 [<i>Tuesday</i>]	Annual Town Election & Presidential Primary
September 8, 2016 [<i>Thursday</i>]	State Primary
November 8, 2016 [<i>Tuesday</i>]	Presidential/State Election

<u>Precinct</u>	<u>Polling Location</u>	<u>Address</u>
1	School Admin. Building	146 Maple St (via 328 Lowell St drive)
2	Bowman School	9 Philip Rd
3	Lexington Community Center	39 Marrett Rd
4	Cary Memorial Building	1605 Massachusetts Ave
5	School Admin. Building	146 Maple St (via 328 Lowell St drive)
6	Cary Memorial Building	1605 Massachusetts Ave
7	Estabrook School	117 Grove St
8	Samuel Hadley P.S. Building	201 Bedford St
9	Maria Hastings School	7 Crosby Road@ 2618 Massachusetts Ave

For further information, check the Town's web site - www.lexingtonma.gov and the State's web site - www.sec.state.ma.us/ele/eleidx.htm .