

SELECTMEN'S MEETING  
Wednesday, March 23, 2016  
Selectmen Meeting Room  
6:00 PM

**AGENDA**

**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. | Review Draft Warrant for April 25 Special Town Meeting 2016-4 (15 min.)                  | 6:00 PM |
| 2. | Review Debt Exclusion Questions for Election Warrant (15 min.)                           | 6:15 PM |
| 3. | Set Date for Public Information Session for Center Road Reconfiguration Trials (10 min.) | 6:30 PM |
| 4. | Article Presentations/Discussion/Positions (10 min.)                                     | 6:40 PM |
|    | 1. Discussion of Articles before Town Meeting as needed.                                 |         |
| 5. | Center Streetscape Design Review Committee Appointments (10 min.)                        | 6:50 PM |
| 6. | Selectmen Committee - Resignation/Appointment - Board of Appeals (5 min.)                | 7:00 PM |

**CONSENT AGENDA**

- |    |   |         |
|----|---|---------|
| 1. | Use of the Battle Green - Historical Society            | 7:05 PM |
| 2. | Water & Sewer Commitments                               | 7:05 PM |
| 3. | Approve Lexington Little League Opening Day Request     | 7:05 PM |
| 4. | Approve Tax Bill Inserts - REV Stop in Lexington Center | 7:05 PM |

**ADJOURN**

- |    |                          |         |
|----|--------------------------|---------|
| 1. | Approximate Adjourn Time | 7:10 PM |
|----|--------------------------|---------|

The next meeting of the Board of Selectmen is scheduled for Monday, April 28, 2016, at 6:00 p.m. in Room 143 at the Lexington High School, 251 Waltham 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:**

Review Draft Warrant for April 25 Special Town Meeting 2016-4 (15 min.)

### **PRESENTER:**

Joe Pato

### **ITEM NUMBER:**

I.1

### **SUMMARY:**

A draft warrant will be prepared tomorrow and provided to you before the Wednesday, March 23 meeting. The proposed articles are for inclusion in the warrant are:

1. Minuteman School Project Debt
2. Accepting Easement for Bus Stop Easement
3. Capital Expenditures Committee Bylaw Changes
4. Belmont Country Club

You will have to sign the warrant at your meeting on Monday, March 28.

### **SUGGESTED MOTION:**

### **FOLLOW-UP:**

### **DATE AND APPROXIMATE TIME ON AGENDA:**

3/23/2016

6:00 PM

# **AGENDA ITEM SUMMARY**

## **LEXINGTON BOARD OF SELECTMEN MEETING**

### **AGENDA ITEM TITLE:**

Review Debt Exclusion Questions for Election Warrant (15 min.)

### **PRESENTER:**

Carl F. Valente, Town Manager

### **ITEM NUMBER:**

I.2

### **SUMMARY:**

If Town Meeting votes on March 21 to appropriate funds for renovations and additions to the two Middle Schools, the Board of Selectmen will consider whether to exclude the financing of these projects from the limits of Proposition 2 1/2 (i.e., Debt Exclusion). In addition, the Board will be considering whether to include in a potential Debt Exclusion question(s) the appropriations previously approved by Town Meeting for the school facilities master plan, design and engineering and elementary school modular classrooms.

Two Debt Exclusion question options are presented: 1) a single Debt Exclusion question for all of the school projects (elementary and middle schools); and 2) two Debt Exclusion questions (one question related to the elementary school project and one question related to the middle school projects)

Bond Counsel has reviewed and approved these proposed Debt Exclusion questions.

### **SUGGESTED MOTION:**

The Board has scheduled March 28 for calling the Special Election and the Debt Exclusion question(s).

### **FOLLOW-UP:**

Decision by Board at March 28 meeting.

### **DATE AND APPROXIMATE TIME ON AGENDA:**

3/23/2016

6:15 PM

### **ATTACHMENTS:**

## Description

▣ Debt Exclusion Question Options

## Type

Exhibit

**Statutory Language (MGL Chapter 59, Sec. 21C (k))**

"Shall the (city/town) of \_\_\_\_ be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to (state the purpose or purposes for which the monies from the local issue will be used)?

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**Option 1: One question**

"Shall the town of Lexington be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bonds issued in order to pay costs of (i) conducting master planning, design, renovation and additions to elementary and secondary school facilities, including the acquisition and installation of modular classrooms, and (ii) undertaking additions, remodeling, reconstructing and making extraordinary repairs to the Jonas Clarke and William Diamond Middle Schools, located at 17 Stedman Road and 99 Hancock Street, respectively, including the payment of costs of architectural and engineering services, original equipment and landscaping, paving and other site improvements incidental or directly related to such remodeling, reconstruction or repair?

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**Option 2: Elementary School question and Middle School question**

"Shall the town of Lexington be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bonds issued in order to conduct master planning and design of elementary school facilities, including the acquisition and installation of modular classrooms?

"Shall the town of Lexington be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bonds issued in order to pay costs of undertaking additions, remodeling, reconstructing and making extraordinary repairs to the Jonas Clarke and William Diamond Middle Schools, located at 17 Stedman Road and 99 Hancock Street, respectively, including the payment of costs of architectural and engineering services, original equipment and landscaping, paving and other site improvements incidental or directly related to such remodeling, reconstruction or repair?

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# **AGENDA ITEM SUMMARY**

## **LEXINGTON BOARD OF SELECTMEN MEETING**

### **AGENDA ITEM TITLE:**

Set Date for Public Information Session for Center Road Reconfiguration Trials (10 min.)

### **PRESENTER:**

Joe Pato

### **ITEM NUMBER:**

I.3

### **SUMMARY:**

This item is continued from March 21, in case you run out of time to discuss.

The Board will pick a date to hold a Public Information Session on the Road Configuration Trials for the Center at:

1. Bedford St and Harrington Rd
2. Mass Ave and Waltham St eastbound
3. Mass Ave and Edison Way westbound

Engineering and a room (Estabrook) are available on April 7 at 7:00 PM. Because of your meeting on Monday we will review options for a date with Engineering.

### **SUGGESTED MOTION:**

### **FOLLOW-UP:**

### **DATE AND APPROXIMATE TIME ON AGENDA:**

3/23/2016

6:30 PM

# AGENDA ITEM SUMMARY

## LEXINGTON BOARD OF SELECTMEN MEETING

### AGENDA ITEM TITLE:

Article Presentations/Discussion/Positions (10 min.)

### PRESENTER:

Joe Pato

### ITEM NUMBER:

I.4

### SUMMARY:

Attached is a revised Article Position table for you to continue taking positions. You should also discuss Article Assignments.

### SUGGESTED MOTION:

### FOLLOW-UP:

### DATE AND APPROXIMATE TIME ON AGENDA:

3/23/2016

6:40 PM

### ATTACHMENTS:

Description	Type
☐ Article Positions	Cover Memo
☐ Article Assignments	Cover Memo

**ARTICLE POSITIONS  
2016 SPECIAL AND ANNUAL TOWN MEETING**

<b>ARTICLE</b>	<b>SPECIAL TOWN MEETING 2016-3</b>	<b>PRESENTATION</b>	<b>JP</b>	<b>PK</b>	<b>NC</b>	<b>MC</b>	<b>SB</b>	<b>AC</b>	<b>CEC</b>	<b>SC</b>
Article 2	Appropriate for Middle Schools – Additions and Remodeling		Yes	Yes	Yes	Yes	Yes			
Article 3	PEG Access and Cable Related Fund Acceptance	IP	Yes	Yes	Yes	Yes	Yes			
<b>ARTICLE</b>	<b>ANNUAL TOWN MEETING - FINANCIAL ARTICLES</b>	<b>PRESENTATION</b>	<b>JP</b>	<b>PK</b>	<b>NC</b>	<b>MC</b>	<b>SB</b>	<b>AC</b>	<b>CEC</b>	<b>SC</b>
Article 4	Appropriate FY2017 Operating Budget		Yes	Yes	Yes	Yes	Yes			
Article 5	Appropriate FY2016 Enterprise Funds Budgets		Yes	Yes	Yes	Yes	Yes			
Article 6	Appropriate for Senior Service Program		Yes	Yes	Yes	Yes	Yes			
Article 7	Establish and Continue Departmental Revolving Funds and Special Revenue Fund		Yes	Yes	Yes	Yes	Yes			



ARTICLE	FINANCIAL ARTICLES	PRESENTATION	JP	PK	NC	MC	SB	AC	CEC	SC
Article 8	Appropriate the FY2017 Community Preservation Committee Operating Budget and CPA Projects:	3/2								
	a) Munroe Tavern Archaeological Dig	IP	Yes	Yes	Yes	Yes	Yes			
	b) Munroe Center for the Arts Window Study		Yes	Yes	Yes	Yes	Yes			
	c) Lexington Arts & Crafts Society Parsons Gallery Lighting Renovation		Wait	No	Yes	Wait	Wait			
	d) Visitor Center Renovation	IP	Yes	Yes	Yes	Yes	Yes			
	e) Keeler Farm Community Housing Acquisition		Yes	Yes	Yes	Yes	Yes			
	f) Greeley Village Rear Door and Porch Preservation		Yes	Yes	Yes	Yes	Yes			
	g) Wright Farm Barn Needs Assessment and Feasibility Study		Yes	Yes	Yes	Yes	Yes			
	h) Antony Park Construction Funds	Set up Presentation	Wait	Yes	Yes	Yes	Wait			
	i) Minuteman Bikeway Wayfinding Signs Implementation		Yes	Yes	Yes	Yes	Yes			
	j) Town Pool Renovation Design and Engineering Costs		Yes	Yes	Yes	Yes	Yes			
	k) Park Improvements – Hard Court Resurfacing		Yes	Yes	Yes	Yes	Yes			
	l) Granite Forest Pocket Park Construction at Lincoln Park		Yes	Yes	Yes	Yes	Yes			
	m) Park Improvements – Athletic Fields		Yes	Yes	Yes	Yes	Yes			
	n) Park and Playground Improvements		Yes	Yes	Yes	Yes	Yes			
	o) Grain Mill Alley Design Implementation		Yes	Yes	Yes	Yes	Yes			
	p) CPA Debt Service		yes	Yes	Yes	Yes	Yes			
	q) Administrative Budget		yes	Yes	Yes	Yes	Yes			
Article 9	Appropriate for Recreation Capital Projects		Yes	Yes	Yes	Yes	Yes			

ARTICLE	FINANCIAL ARTICLES	PRESENTATION	JP	PK	NC	MC	SB	AC	CEC	SC
Article 10	Appropriate for Municipal Capital Projects and Equipment	IP								
	a) Center Streetscape Improvements and Easements		Yes	No	Yes	Yes	Yes			
	b) DPW Equipment		Yes	Yes	Yes	Yes	Yes			
	c) Street Improvements and Easements		Yes	Yes	Yes	Yes	Yes			
	d) Storm Drainage Improvements and NPDES Compliance		Yes	Yes	Yes	Yes	Yes			
	e) Hydrant Replacement Program		Yes	Yes	Yes	Yes	Yes			
	f) Comprehensive Watershed Storm Water Management Implementation		Yes	Yes	Yes	Yes	Yes			
	g) Massachusetts Avenue – Three Intersections Improvements and Easements		Recuse	No	Yes	Yes	Yes			
	h) Sidewalk Improvements, Additions, Designs and Easements		Yes	Yes	Yes	Yes	Yes			
	i) Town-wide Culvert Replacement		Yes	Yes	Yes	Yes	Yes			
	j) Town-wide Signalization Improvements		Yes	Yes	Yes	Yes	Yes			
	k) Cary Memorial Library Walkway Replacement		Yes	Yes	Yes	Yes	Yes			
	l) Pleasant Street Sidewalk and Easements		Yes	Yes	Yes	Yes	Yes			
	m) Replace Town-wide Phone Systems – Phase V		Yes	Yes	Yes	Yes	Yes			
	n) Head End Equipment Replacement/ Packet Shaper – Phase V		Yes	Yes	Yes	Yes	Yes			
	o) Election System Upgrade	Yes	Yes	Yes	Yes	Yes				
	p) Parking Meter Replacement – Phase 2	Yes	Yes	Yes	Yes	Yes				
	q) Transportation Mitigation	Yes	Yes	Yes	Yes	Yes				
	r) Ladder Truck Replacement	Yes	Yes	Yes	Yes	Yes				
	s) Public Safety Radio Stabilization	Yes	Yes	Yes	Yes	Yes				
Article 11	Appropriate for Water System Improvements	IP	Yes	Yes	Yes	Yes	Yes			
Article 12	Appropriate for Wastewater System Improvements		Yes	Yes	Yes	Yes	Yes			



<b>ARTICLE</b>	<b>FINANCIAL ARTICLES</b>	<b>PRESENTATION</b>	<b>JP</b>	<b>PK</b>	<b>NC</b>	<b>MC</b>	<b>SB</b>	<b>AC</b>	<b>CEC</b>	<b>SC</b>
Article 21	Establish and Appropriate To and From Specified Stabilization Funds		Yes	Yes	Yes	Yes	Yes			
Article 22	Appropriate to Stabilization Fund	IP	Yes	Yes	Yes	Yes	Yes			
Article 23	Appropriate from Debt Service Stabilization Fund		Yes	Yes	Yes	Yes	Yes			
Article 24	Appropriate for Prior Years' Unpaid Bills	Unknown								
Article 25	Amend FY2016 Operating, Enterprise and CPA Budgets	TBD								
Article 26	Appropriate for Authorized Capital Improvements	TBD								
<b>ARTICLE</b>	<b>GENERAL ARTICLES</b>	<b>PRESENTATION</b>	<b>JP</b>	<b>PK</b>	<b>NC</b>	<b>MC</b>	<b>SB</b>	<b>AC</b>	<b>CEC</b>	<b>SC</b>
Article 27	Establish Qualifications for Tax Deferrals	3/14	Yes	Yes	Yes	Yes	Yes			
Article 28	Accept Chapter 59, Section 2D of the MGL (Citizen Article)	3/14-IP	Yes	Yes	Yes	Yes	Yes			
Article 29	Amend General Bylaws – Neighborhood Conservation Districts	3/7	Yes	Yes	Yes	Yes	Yes			
Article 30	Amend General Bylaws – Demolition of Buildings	3/21	Yes	Yes	Yes	Yes	Yes			
Article 31	Amend General Bylaws – Contracts and Deeds	TBD								
Article 32	Amend General Bylaws – Trees	IP								
Article 33	Amend General Bylaws – Trees	IP								
Article 34	Amend General Bylaws – Guns	New resolution	Yes	No	Wait	Yes	No			
Article 35	Lexpress Resolution	3/7 Resolution	Wait	Wait	Wait	Wait	Wait			
<b>ARTICLE</b>	<b>ZONING/LAND USE ARTICLES</b>	<b>PRESENTATION</b>	<b>JP</b>	<b>PK</b>	<b>NC</b>	<b>MC</b>	<b>SB</b>	<b>AC</b>	<b>CEC</b>	<b>SC</b>
Article 36	Amend Zoning Bylaw – National Flood Insurance District	3/7	Yes	Yes	Yes	Yes	Yes			
Article 37	Amend Zoning By-Law – Technical Corrections	3/7	Yes	Yes	Yes	Yes	Yes			
Article 38	Amend Zoning Map – Government-Civic District(s)	3/7	Yes	Yes	Yes	Yes	Yes			
Article 39	Amend Zoning By-Law – Maximum Height of Structures	3/14	Yes	Wait	Yes	Yes	Yes			
Article 40	Amend Zoning By-Law – Accessory Apartments	3/14	Yes	Wait	Yes	Yes	Yes			

<b>ARTICLE</b>	<b>ZONING/LAND USE ARTICLES</b>	<b>PRESENTATION</b>	<b>JP</b>	<b>PK</b>	<b>NC</b>	<b>MC</b>	<b>SB</b>	<b>AC</b>	<b>CEC</b>	<b>SC</b>
Article 41	Amend Zoning By-Law – Floor Area Ratio (FAR)	3/7	Wait	Wait	Wait	Wait	Wait			
Article 42	Amend Zoning By-Law – Two-Family Homes	3/14	Wait	No	No	Yes	No			
Article 43	Amend Zoning By-Law – Banking and Real Estate Service Uses in the CB District	3/14	Wait	Wait	Wait	Wait	wait			
Article 44	Amend Zoning By-Law – Planned Development Districts	3/7	Yes	Yes	Yes	Yes	Yes			
Article 45	Amend Zoning By-Law - Brookhaven				Abstain					

2016  
SPECIAL TOWN MEETING 2016-3 AND  
ANNUAL TOWN MEETING WARRANTS

ARTICLE ASSIGNMENTS

WARRANT FOR SPECIAL TOWN MEETING 2016-3

Article 1	Reports of Town Boards, Officers and Committees .....	
Article 2	Appropriate for Middle Schools – Additions and Remodeling .....	Suzie
Article 3	PEG Access and Cable Related Fund Acceptance .....	Joe

FINANCIAL ARTICLES

Article 4	Appropriate FY2017 Operating Budget.....	Joe
Article 5	Appropriate FY2017 Enterprise Funds Budgets.....	Peter
Article 6	Appropriate for Senior Service Program .....	Norman
Article 7	Establish and Continue Departmental Revolving Funds and Special Revenue Fund.....	Norman
Article 8	Appropriate the FY2017 Community Preservation Committee Operating Budget and CPA Projects.....	Norman
Article 9	Appropriate for Recreation Capital Projects.....	Suzie
Article 10	Appropriate for Municipal Capital Projects and Equipment .....	Michelle
Article 11	Appropriate for Water System Improvements .....	
Article 12	Appropriate for Wastewater System Improvements.....	Suzie
Article 13	Appropriate for School Capital Projects and Equipment.....	Suzie
Article 14	Appropriate for School Zone Traffic Calming (Citizen Article) .....	Michelle
Article 15	Appropriate for Public Facilities Capital Projects .....	Peter
Article 16	Appropriate for Advice and Analysis - Getting to Net Zero .....	Michelle
Article 17	Victory Garden Street Acceptance.....	Norman
Article 18	Appropriate to Post Employment Insurance Liability Fund.....	Joe
Article 19	Appropriate Bonds and Notes Premiums.....	Norman
Article 20	Rescind Prior Borrowing Authorizations.....	Peter
Article 21	Establish and Appropriate To and From Specified Stabilization Funds.....	Suzie
Article 22	Appropriate to Stabilization Fund.....	
Article 23	Appropriate from Debt Service Stabilization Fund .....	Michelle
Article 24	Appropriate for Prior Years’ Unpaid Bills.....	Norman
Article 25	Amend FY2016 Operating, Enterprise and CPA Budgets.....	
Article 26	Appropriate for Authorized Capital Improvements.....	

GENERAL ARTICLES

Article 27	Establish Qualifications for Tax Deferrals .....	Suzie
Article 28	Accept Chapter 59, Section 2D of the MGL (Citizen Article) .....	
Article 29	Amend General Bylaws - Neighborhood Conservation Districts.....	
Article 30	Amend General Bylaws – Demolition of Buildings .....	
Article 31	Amend General Bylaws – Contracts and Deeds .....	
Article 32	Amend General Bylaws - Trees.....	Suzie
Article 33	Amend General Bylaws - Trees.....	Suzie
Article 34	Amend General Bylaws - Guns (Citizen Article).....	Joe
Article 35	Lexpress Resolution (Citizen Article) .....	

ZONING/LAND USE ARTICLES

Article 36 Amend Zoning Bylaw – National Flood Insurance District .....

Article 37 Amend Zoning Bylaw – Technical Corrections .....

Article 38 Amend Zoning Bylaw – Governmental-Civic District(s).....

Article 39 Amend Zoning Bylaw – Maximum Height of Structures.....

Article 40 Amend Zoning Bylaw – Accessory Apartments ..... Norman

Article 41 Amend Zoning Bylaw – Floor Area Ratio (FAR) .....

Article 42 Amend Zoning Bylaw – Two-Family Homes .....

Article 43 Amend Zoning Bylaw – Banking and Real Estate Service Uses  
in the CB District .....

Article 44 Amend Zoning Bylaw – Planned Development Districts.....

Article 45 Amend Zoning Bylaw –Brookhaven (Owner Article).....

# AGENDA ITEM SUMMARY

## LEXINGTON BOARD OF SELECTMEN MEETING

### AGENDA ITEM TITLE:

Center Streetscape Design Review Committee Appointments (10 min.)

### PRESENTER:

Joe Pato

### ITEM NUMBER:

I.5

### SUMMARY:

Attached is the approved charge for the Center Streetscape Design Review Ad Hoc Committee. Names of nominees to the committee have been provided to members of the Board. You need to discuss possible changes to the charge and decide when to appoint members and a chair to the committee.

This item has been moved to the Wednesday, April 30 meeting.

### SUGGESTED MOTION:

### FOLLOW-UP:

Selectmen's Office

### DATE AND APPROXIMATE TIME ON AGENDA:

3/23/2016

6:50 PM

### ATTACHMENTS:

Description	Type
<input type="checkbox"/> Charge for Center Streetscape Design Review Committee	Backup Material



# CENTER STREETSCAPE DESIGN REVIEW AD HOC COMMITTEE

- Members:** 9 Members (6 liaisons, 1 Chair as non-voting facilitator)
- Appointed by:** Board of Selectmen
- Length of Term:** Upon completion of all recommendations to the Board of Selectmen in accordance with the established deliverables schedule as outlined below.
- Meeting Times:** As determined by the Committee.  
Provide for a minimum of two evening meetings to solicit public comment
- Description:** To evaluate and make a recommendation on the various design elements (excluding engineering items related to traffic) for the Center Streetscape Project.

The work of the Ad Hoc Center Streetscape Design Review Committee will include making recommendations to the Board of Selectmen on the following design elements as presented by the Town of Lexington Engineering Division in consultation/conjunction with the Center Streetscape Project Consultant in the order listed:

- Sidewalks (material & width)
- Street Lighting (style)
- Buffers (stone walls, thin planters etc.)
- Seating (benches, tables, chairs)
- Bicycle amenities (racks, loops)
- Informational Signage
- Trash/Recycle Receptacles
- Planters (type, location)
- Landscaping (trees, shrubs, soil used)
- Educational and Interpretive Elements (wayfinding, historical interpretive signage, markers, bollards, fencing etc.)
- Maintenance and upkeep

The Center Streetscape Project has a defined scope of improving the safety and accessibility for all modes of transportation (vehicular, pedestrian, bicycle, busses) on the roadway and sidewalks within the defined Center Streetscape project area of Massachusetts Avenue at Woburn Street westerly to Meriam Street (exclusive of the Battle Green Master Plan area)

The Committee is reminded of the affirmative vote of the Spring 2015 Annual Town Meeting on Article 42-Commission on Disability Request (149-10) and Article 45-Townwide Process for Safety (160-0).

**Deliverables:**

- **Tier 1 by May 1, 2016:**
  - The sidewalk materials and widths of the various materials as well as the decision on the south side newer sidewalk area.
  - Lighting style (as this theme tends to carry through to other streetscape design elements and the design, number of posts, heights, and costs can be significantly impacted by style)
- **Tier 2 by June 15, 2016:**
  - Edging
  - Roadway features
  - Stone walls
  - Granite posts, bollards and interpretive markers in pavement
  - Structural soil
  - Infiltration basin
- **Tier 3 by October 1, 2016:**
  - Amenities (tables and chairs)
  - Thin planters
  - Interpretive elements
  - Trees

**Criteria for Membership:** The members shall consist of members of other committees. Appointments will be made by the Board of Selectmen, who will also designate a Chairman who will serve to facilitate the meetings but will not have a vote. One representative from each of the following nine boards/committees will constitute this committee:

- Bicycle Advisory Committee
- Center Committee
- Commission on Disability
- Design Advisory Committee
- Historic Districts Commission
- Historical Commission
- Planning Board
- Tourism Committee
- Tree Committee

**Staff Support:** The Town Engineering Division will provide staff support to the committee.

**Ex Officio/Liaisons (non-voting):**

- Appropriations Committee
- Capital Expenditures Committee
- Lexington Chamber of Commerce
- Lexington Field and Garden Club
- Lexington Historical Society
- Lexington Retailers Association

**Prior to serving as a member of this Committee, appointees are required to:**

1. Acknowledge receipt of the Summary of the Conflict of Interest Statute. Further, to continue to serve on the Committee the member must acknowledge annually receipt of the Summary of the Conflict of Interest Statute. Said summary will be provided by and acknowledged to the Town Clerk.
2. Provide evidence to the Town Clerk that the appointee has completed the on-line training requirement required by the Conflict of Interest statute. Further, to continue to serve on the Committee, the member must acknowledge every two years completion of the on-line training requirement.

**Ref:** Adopted by the Board of Selectmen on February 22, 2016.  
Board of Selectmen voted to designate as Special Municipal Employees on February 22, 2016.

# AGENDA ITEM SUMMARY

## LEXINGTON BOARD OF SELECTMEN MEETING

### AGENDA ITEM TITLE:

Selectmen Committee - Resignation/Appointment - Board of Appeals (5 min.)

### PRESENTER:

Joe Pato

### ITEM NUMBER:

I.6

### SUMMARY:

Leo McSweeney has submitted his resignation from the Board of Appeals and the Committee has requested that Ralph Clifford be appointed.

### SUGGESTED MOTION:

Motion to accept the resignation of Leo McSweeney from the Board of Appeals, effective immediately.

Motion to appoint Ralph Clifford to the Board of Appeals as a full member to fill the unexpired term of Leo McSweeney until September 30, 2016.

### FOLLOW-UP:

Selectmen's Office

### DATE AND APPROXIMATE TIME ON AGENDA:

3/23/2016

7:00 PM

### ATTACHMENTS:

Description

Type

# AGENDA ITEM SUMMARY

## LEXINGTON BOARD OF SELECTMEN MEETING

### AGENDA ITEM TITLE:

Use of the Battle Green - Historical Society

### PRESENTER:

Joe Pato

### ITEM NUMBER:

C.1

### SUMMARY:

The Historical Society has requested permission to use the Battle Green on April 20, 2016 for a Children's Battle Reenactment from 10:00 a.m. to 12:00 noon.

### SUGGESTED MOTION:

Motion to approve the consent agenda.

### FOLLOW-UP:

Selectmen's Office

### DATE AND APPROXIMATE TIME ON AGENDA:

3/23/2016

7:05 PM

### ATTACHMENTS:

Description	Type
<input type="checkbox"/> Email Re: Rquest for Children's Battle Reenactment	Backup Material
<input type="checkbox"/> Historical Society Request for Battle Green	Backup Material

## Lynne Pease

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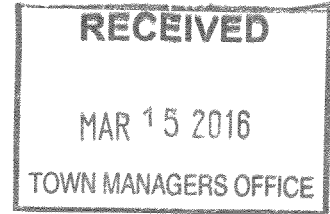
**From:** Cathy Severance  
**Sent:** Tuesday, March 15, 2016 4:20 PM  
**To:** Lynne Pease  
**Subject:** Lexington Historical Society - Request for Battle Green for a Children's Battle Re-Enactment  
**Attachments:** Historical Society - Childrens Battle Reenactment 4-20-16 Request.pdf

I was about to send this around for approval for the Visitors Center lawn but then noticed they would also like to go on the Battle Green. This is an event for kids. They do something similar to this in the summer I guess (???). They'd have some of the members for the Minutemen and the other group (name is blanking from me) and would go over what happened in 1775. This would take place on the Visitors Center lawn starting at 10am – around 11:30am, they'd walk over to the Battle Green and do a demonstration – no firing of muskets. They'd be done at 12. Can you add this to the next BOS meeting? Let me know if you need more info.

*- Cathy*

Cathy Severance  
Office Manager/Special Events Coordinator  
Town Manager's Office  
Town of Lexington  
1625 Massachusetts Avenue  
Lexington, MA 02420  
Ph: 781.698.4544  
Fax: 781.861.2921  
[www.lexingtonma.gov](http://www.lexingtonma.gov)

*When writing or responding, please be aware that the Massachusetts Secretary of State has determined that most email is public record, and, therefore, may not be kept confidential.*



# TOWN OF LEXINGTON Special Event Permit Application

### Applicant and Sponsoring Organization Information

Name of Organization / Sponsor: Lexington Historical Society  Non-Profit  Profit

Address: P.O. Box 514 City: Lexington State: MA Zip: 02420

Tax ID #: 046-113-452 Applicant name: Chris Kauffman

Phone: 781-862-0295 Email: ckauffman@lexingtonhistory.org

Web Site: lexingtonhistory.org

Event Manager: Chris Kauffman Contact Info: 781-862-0295 / 717-368-9446 (cell)

Other Contact person/s: \_\_\_\_\_ Contact Info: \_\_\_\_\_

### Event Information

Event Type:  Run/Walk  Rally  Parade  School Event  
 Concert  Festival  Political Event  Food Truck

Other (specify) Historical Re-enactment

Event Title: Children's Battle Re-enactment

Start Date & Time(s): 4/20/2016 10:00 am End Date & Times(s): 4/20/2016 12:00 pm

Estimated Attendance: # 75-100? Admission Fee: \$5.00 pre-registration / \$10.00 day of

Open to the Public:  Yes  No

Requested Location:  Depot Square  Visitors Center Lawn  Hastings Park

Hastings Park Gazebo  Tower Park  Battle Green

Street (specify): \_\_\_\_\_

Other (specify): \_\_\_\_\_

Set Up Date/Time & Description: 4/20/2016 9:00 am - table set up on VC lawn

Breakdown Date /Time & Description: 4/20/2016 1:00 pm - table take down on VC lawn

## Event Details

Please indicate whether the following items pertain to your event.

YES	NO	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Food Concession and/or Food Preparation
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Please specify method: <input type="checkbox"/> Propane Gas <input type="checkbox"/> Electric <input type="checkbox"/> Charcoal <input type="checkbox"/> Catered <input type="checkbox"/> Other: _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	First Aid Facility (ies) and Ambulance (s)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Banner(s) and/or Sign(s) – <i>requires prior approval</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Street Closure(s) - <i>list streets:</i> _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Amplified Sound - <i>If yes please indicate Start Time</i> _____ <i>End Time</i> _____ <i>The Town of Lexington requires that noise levels not exceed 10 or more decibels above the ambient noise between 8:00 p.m. and 7:00 a.m. in a residential or commercial zone.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will your event have Fireworks?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will your event have animals? <i>If yes, specify:</i> _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will your event require lights? <i>If so, specify hours:</i> _____
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Will you set up table(s) and/or chair(s)? <i>Approximate number?</i> <u>1-2</u> <u>Tables</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Fencing, Barrier(s) and/or Barricade(s), Traffic Cones
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Does your event require electricity? <i>Source:</i> _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Booth(s), Exhibit(s), Display(s) and/or Enclosure(s)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Canopy (ies) and or Tent(s) - <i>describe dimensions:</i> _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Scaffolding, Bleacher(s), Platform(s), Grandstand(s) or related structure(s)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Container(s) and/or Dumpster(s)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Toilet(s) – <i>approximate number/vendor:</i> _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will you be holding a raffle at your event? <i>Describe:</i> _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Vehicle(s) and/or Trailer(s) - <i>approximate number:</i> _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Sleeping Trailer(s) and/or other accommodations
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stage(s) - <i>indicate dimension:</i> _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Entertainment - <i>describe:</i> _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Amusement Rides - <i>list and describe:</i> _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Inflatable Device(s) – <i>list and describe:</i> _____

## Other Permits

Please note that all components of the event are subject to approval by the Town Managers Office and may also require approval by and/or permit(s) from other Town agencies and departments. It is the responsibility of the applicant to secure all necessary Town of Lexington permits, and to submit and payment required for permits.

## Insurance Requirements

Evidence of Insurance will be required before final permit approval. Please provide a Certificate of insurance, which shows a minimum of \$1,000,000.00 in Commercial General Liability Insurance and a Policy Endorsement, which indemnifies and holds harmless the Town of Lexington, and all of its agencies and departments. Some events may require a higher limit of insurance. Permittee must list the aforementioned parties as additional insured on their Certificate of Insurance. Each event is evaluated on its risk exposure. Any and all damages resulting from the event are the responsibility of the permittee and the permittee will work through designated staff to determine the most appropriate means for repair. The Town of Lexington is not responsible for any accidents or damages to persons or property resulting from the issuance of this permit.

## Affidavit of Applicant

My signature below indicates that everything I have stated in this application is correct to the best of my knowledge. I have read, understand and agree to abide by the policies, rules and regulations of the Town of Lexington as they pertain to the requested usage. The permit, if granted is not transferable and is revocable at any time at the absolute discretion of the Town of Lexington Manager's Office (or designee). All programs and facilities of the Town of Lexington are open to all citizens regardless of race, sex, age, color, religion, national origin or disability.

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

3/15/16



The following is required by your organization to insure the safety and health of all participating in this event: *Note: You do not need to contact the departments below if it is not required.*

- | <u>YES</u>               | <u>NO</u>                           |   |
|--------------------------|-------------------------------------|---|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Police Detail - estimated cost-\$ _____ per/day. Days Required _____(Contact Police)<br>Comments: _____           |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Fire / Ambulance Detail – estimated cost - \$ _____ per/day. Days Required _____(Contact Fire)<br>Comments: _____ |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Indoor Rain Space – All organizations must apply and pay fees through the Public Facilities Department            |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Field Lining - \$ _____ per/field. Additional fee for layout \$ _____ (Contact Department of Public Works)        |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Trash removal - \$ _____ per/day. Days required _____ (Contact Department of Public Works)                        |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Portable toilets - Number required _____  |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Extra waste containers - \$20.00 per day. Days Required _____ (Contact Department of Public Works )               |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Temporary Food Permit - \$15.00 (non-licensed) or \$50.00 (Commercial) (Contact Health )                          |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Raffle Permit/License - (Contact Town Clerk's Office)   |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Field Permit - (Contact Recreation)   |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Center Complex Lights Permit - (Contact Recreation)   |

DPW –781-274-8300 \* Fire Dept.- 781-862-0272 \* Police Dept. - 781-862-1212 \* Health Dept. - 781-698-4533 \*

Town Clerks Office – 781-698-4550 \* Public Facilities Dept. – 781-274-8300 \* Recreation Dept. – 781-698-4800 \*

# AGENDA ITEM SUMMARY

## LEXINGTON BOARD OF SELECTMEN MEETING

### AGENDA ITEM TITLE:

Water & Sewer Commitments

### PRESENTER:

William P Hadley, Director of Public  
Works

### ITEM NUMBER:

C.2

### SUMMARY:

Water & Sewer commitments February Cycle 9 Billing \$214,230.97  
Water & Sewer commitments February finals \$ 3,426.05

### SUGGESTED MOTION:

Motion to approve the Water & Sewer commitments as noted above.

### FOLLOW-UP:

Treasurer/Collectors Office

### DATE AND APPROXIMATE TIME ON AGENDA:

3/23/2016

7:05 PM

### ATTACHMENTS:

Description	Type
☐ AIS 3-23-16	Cover Memo



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

CYCLE 9		GRAND TOTALS
February		
WATER	\$206,525.97	\$206,525.97
SEWER	\$2,629.40	\$2,629.40
FEE FOR BEDFORD	\$5,075.60	\$5,075.60
<b>TOTAL:</b>	<b>\$214,230.97</b>	<b>\$214,230.97</b>

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 hundred fourteen thousand, two hundred thirty dollars and 97/00*

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

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*William A. Kelly*  
\_\_\_\_\_  
DIRECTOR OF PUBLIC WORKS

\_\_\_\_\_  
BOARD OF SELECTMEN

3/23/16

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



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

	FINALS	GRAND TOTALS
WATER	\$1,872.78	\$1,872.78
SEWER	\$1,553.27	\$1,553.27
TOTAL:	<u>\$3,426.05</u>	<u>\$3,426.05</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:

*Three thousand, four hundred twenty-six dollars and 05/00*

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

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*William J. Kelley*  
DIRECTOR OF PUBLIC WORKS

BOARD OF SELECTMEN 3/23/2016

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

# AGENDA ITEM SUMMARY

## LEXINGTON BOARD OF SELECTMEN MEETING

### AGENDA ITEM TITLE:

Approve Lexington Little League Opening Day Request

### PRESENTER:

Joe Pato

### ITEM NUMBER:

C.3

### SUMMARY:

The Lexington Little League has requested approval for the Annual Little League Parade on Sunday, April 30, 2016 from 8:30 a.m. to approximately 11:00 a..as outlined in their letter dated March 10, 2016.

The Town Manager, Polce, Fire and Public Works staff have approved the plans.

### SUGGESTED MOTION:

### FOLLOW-UP:

Selectmen/Town Manager Offices

### DATE AND APPROXIMATE TIME ON AGENDA:

3/23/2016

7:05 PM

### ATTACHMENTS:

Description	Type
<input type="checkbox"/> Little League Request for Opening Day	Backup Material

# *Lexington Little League*

Michael Schroeder  
President

Tel: (339) 227-0754  
Email:mschroeder73@gmail.com

March 10, 2016

Joseph Pato  
Chairman, Board of Selectmen  
Town of Lexington  
Town Office Building  
Lexington, MA 02420

Dear Mr. Pato,

The Lexington Recreation Department and Lexington Little League are now making plans for the Annual Little League Parade to kick off the 2016 season. The scheduled date is Saturday, April 30 forming at 8:30 a.m. at Muzzey Field and stepping off at 9:00 a.m. The route will follow Mass. Ave. through the Center, then down Muzzey St. ending at the Fitzgerald Field/ Little League Center #4 ball field off Park Drive. Immediately following the parade there will be a brief Opening Day Ceremony at the field. The entire event should last until 11:00 a.m. In the event of rain, the program will be canceled.

We would appreciate receiving permission from the Board of Selectman to conduct these activities on Saturday, April 30, 2016. Furthermore, we would like to extend an invitation to you and the entire Board to participate in the parade and opening ceremonies.

Thank you for your time and consideration. I look forward to hearing from you at your earliest convenience. If you have any questions, please feel free to give me a call at (339) 227-0754.

Sincerely,



Michael Schroeder  
President, Lexington Little League

CC: Tyler Radicioni, Recreation Supervisor  
Peter Coleman, Assistant Director of Recreation  
Karen Simmons, Director of Recreation

# AGENDA ITEM SUMMARY

## LEXINGTON BOARD OF SELECTMEN MEETING

### AGENDA ITEM TITLE:

Approve Tax Bill Inserts - REV Stop in Lexington Center

### PRESENTER:

Joe Pato

### ITEM NUMBER:

C.4

### SUMMARY:

Attached is the proposed insert for the next tax bill announcing the new REV stop in Lexington Center.

### SUGGESTED MOTION:

Motion to approve the consent agenda.

### FOLLOW-UP:

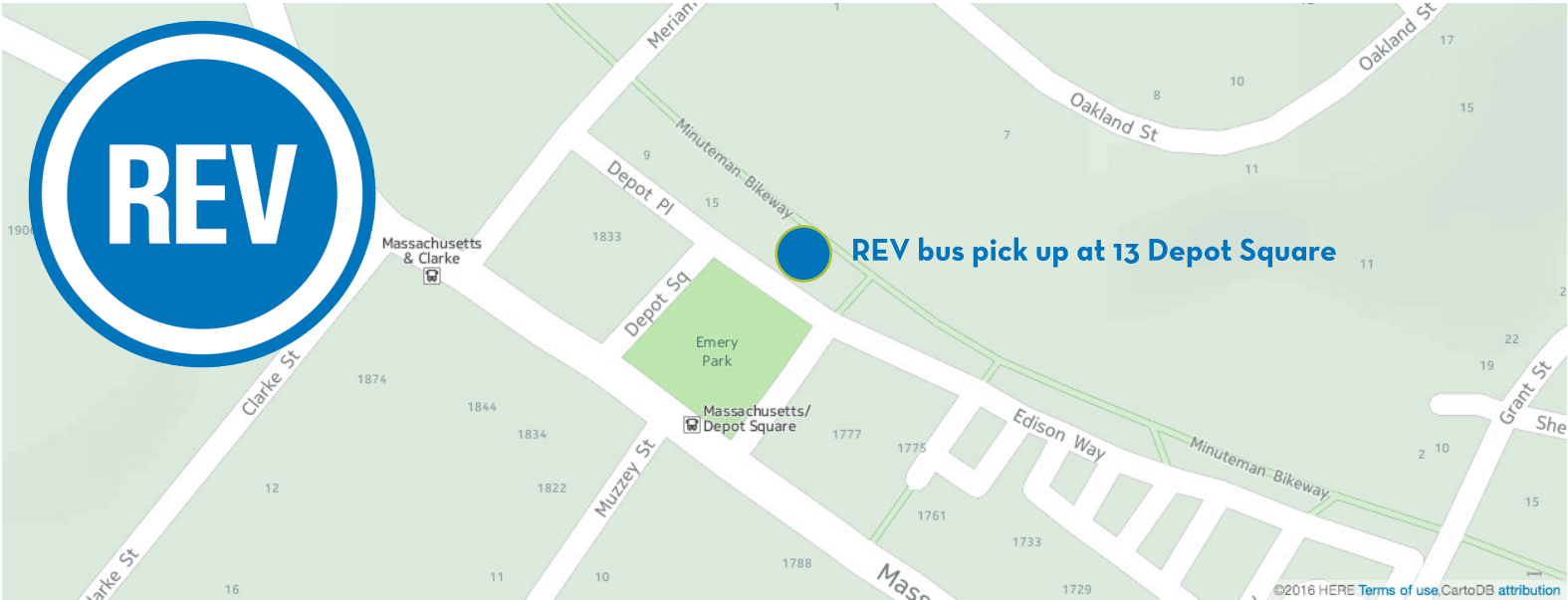
### DATE AND APPROXIMATE TIME ON AGENDA:

3/23/2016

7:05 PM

### ATTACHMENTS:

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



**REV bus pick up at 13 Depot Square**



# Lexington to Alewife Has NEVER Been So Easy

Do you commute from Lexington to Alewife Station?

Ride the REV Bus, the BEST way to commute between Alewife and Lexington

The REV Bus makes **2 departures** every Mon. - Fri. from the Lexington Depot at **7:15AM** and **8:30AM**. Travel **NON-STOP** to Alewife in 30 minutes!

The REV Departs Alewife at 4:57PM and 6:27PM and runs **NON-STOP** back to the Lexington Depot. Lexington residents can ride for just **\$1 each way**.

With Free WiFi, GPS tracking & mobile fare payment, the REV Bus is the best-kept secret in Lexington

Visit [www.128bc.org](http://www.128bc.org) for more information and to view the REV Bus Schedule