

SELECT BOARD MEETING

Monday, March 10, 2025

Select Board Meeting Room, 1625 Massachusetts Avenue, Lexington, MA 02420 - Hybrid Participation*
6:30 PM

AGENDA

PUBLIC COMMENTS

Public comments are allowed for up to 10 minutes at the beginning of each meeting. Each speaker is limited to 2 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 Select Board's Office at 781-698-4580 if they wish to speak during public comment to assist the Chair in managing meeting times.

SELECT BOARD MEMBER CONCERNS AND LIAISON REPORTS

1. Select Board Member Announcements and Liaison Reports

TOWN MANAGER REPORT

1. Town Manager Weekly Update

CONSENT AGENDA

1. Approve: Battle Green Use Request - Lexington Semiquincentennial Commission - Filming of CBS Segment
 - Thursday, March 13, 2025 from 3:00 - 8:00pm
2. Amend: Battle Green Use Request - William Diamond Junior Fife and Drum Corps - Lexington Muster Parade
 - Amend Lexington Muster Parade Battle Green Request - Saturday, May 3, 2025
3. Approve: Parade and Massachusetts Avenue Road Closure Request - Lexington Little League
 - Annual Little League Parade - Saturday, May 3, 2025

ITEMS FOR INDIVIDUAL CONSIDERATION

1. Vote on Means of Publication 6:45pm
2. Proclamation Request - Tuskegee Airmen Commemoration Day 6:55pm
3. Proclamation Request - Scottish Rite Masonic Museum & Library Day 7:05pm
4. Presentation - 2025 ATM Warrant Article 23 - Dispose 116 Vine Street 7:15pm
5. Discussion - 2025 ATM Warrant Article 10H - Harrington Athletic Fields and Article 16E - Central Administration Building Demolition 7:25pm
6. Discussion - Select Board Report to 2025 Annual Town Meeting 7:35pm
7. Presentation - 2025 ATM Warrant Zoning Articles 7:45pm
 - Article 29 Amend Zoning Bylaw - Bicycle Parking Facilities
 - Article 30 Amend Zoning Bylaw - Inclusionary Housing for Special

Residential Developments

- Article 31 Amend Zoning Bylaw - National Flood Insurance (NFI) District
- Article 32 Amend Zoning Bylaw and Zoning Map - Technical Corrections
- Article 33 Amend Zoning Bylaw- Section 3.2.1 - Clarify Language
- Article 34 Amend Zoning Bylaw - Section 7.5 - MBTA Zoning

8. Presentation - Special Town Meeting 2025-1 Warrant Article 2 - Amend Zoning Bylaw - Section 7.5 - MBTA Zoning 8:10pm
9. Discussion - 2025 Annual Town Meeting - Select Board Article Discussion and Positions 8:00pm
 - Proposed 2025 ATM Consent Agenda
10. Discussion - Special Town Meeting 2025-1 - Select Board Article Discussion and Positions 8:35pm
11. Review FY25 Goals and Discuss FY26 Goal Setting Process 8:40pm
12. Joint Statement on Zoning Proposals 8:50pm

ADJOURN

1. Anticipated Adjournment 9:00pm

Meeting Packet: <https://lexington.novusagenda.com/agendapublic/>

*Members of the public can attend the meeting from their computer or tablet by clicking on the following link at the time of the meeting:

<https://lexingtonma.zoom.us/j/82013535294?pwd=mGvKYC9PHOT8ByUHHa0a18jNRhRXpf.1>

iPhone one-tap: +13017158592,,82013535294#,,, *848540#

Phone +1 646 876 9923

Meeting ID: 820 1353 5294

Passcode: 848540

An Act Relative to Extending Certain State of Emergency

Accommodations: <https://www.mass.gov/the-open-meeting-law>

The next regularly scheduled meeting of the Select Board will be held on Monday, March 17, 2025 at 6:00pm via hybrid participation.

Hearing Assistance Devices Available on Request

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

LexMedia
Recorded by LexMedia

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Select Board Member Announcements and Liaison Reports

PRESENTER:

Doug Lucente, Chair

ITEM NUMBER:

LR.1

SUMMARY:

Under this item, Select Board Members can provide verbal updates, make announcements, as well as comment on any additional points or concerns.

SUGGESTED MOTION:

FOLLOW-UP:

DATE AND APPROXIMATE TIME ON AGENDA:

3/10/2025

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Town Manager Weekly Update

PRESENTER:

Steve Bartha, Town Manager

ITEM NUMBER:

TM.1

SUMMARY:

Under this item, the Town Manager may provide verbal updates or announcements.

SUGGESTED MOTION:

FOLLOW-UP:

DATE AND APPROXIMATE TIME ON AGENDA:

3/10/2025

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Approve: Battle Green Use Request - Lexington Semiquincentennial Commission - Filming of CBS Segment

PRESENTER:

Doug Lucente, Chair

ITEM NUMBER:

C.1

SUMMARY:

Category: Decision-Making

The **Lexington Semiquincentennial Commission (Lex250)** has requested permission to use the Battle Green on Thursday, March 13, 2025, from 3:00pm to 8:00pm for the purpose of filming a segment for CBS Sunday Morning. The segment will focus on the 250th Anniversary of the Battle of Lexington. As part of the filming, the Lexington Minutemen Company will conduct a small drill on the Battle Green, with up to 20-24 members participating. The request includes time for setup, filming, and breakdown.

Filming locations will be determined on the day of the event based on conditions and camera angles, and no special equipment is anticipated at this time. Estimated attendance is between 50-100 people. No road closures are required.

The Police Department, Department of Public Works, and the Fire Department have reviewed the request and have no objections or concerns.

SUGGESTED MOTION:

To approve the request from the Lexington Semiquincentennial Commission (Lex250) to use the Battle Green on Thursday, March 13, 2025, from 3:00pm to 8:00pm for the purpose of filming a segment for CBS Sunday Morning on the 250th Anniversary of the Battle of Lexington, as outlined in their permit request.

Move to approve consent.

FOLLOW-UP:

Select Board Office

DATE AND APPROXIMATE TIME ON AGENDA:

3/10/2025

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Amend: Battle Green Use Request - William Diamond Junior Fife and Drum Corps -
Lexington Muster Parade

PRESENTER:

Doug Lucente, Chair

ITEM NUMBER:

C.2

SUMMARY:

Category: Decision-Making

The Select Board is requested to amend Permit SBBG-24-32 for the William Diamond Junior Fife and Drum Corps' use of the Battle Green for the Lexington Muster Parade on Saturday, May 3, 2025.

The amendment adds the following statement:

"The Lexington Minute Men will be performing a volley, the simultaneous discharge of multiple weapons, on Saturday, May 3, 2025, to start the Muster Parade in keeping with tradition. The Minute Men will be firing safely and away from all spectators, using historically accurate, safety-inspected, black powder rifles."

The Police Department, Department of Public Works, Fire Department, and the Town Manager's Office have no objections to this amendment.

SUGGESTED MOTION:

To amend the the William Diamond Junior Fife and Drum Corps Battle Green Permit to include the Lexington Minute Men's volley at the start of the Lexington Muster Parade on May 3, 2025, in accordance with historical tradition and safety protocols.

Move to approve consent.

FOLLOW-UP:

Select Board Office.

DATE AND APPROXIMATE TIME ON AGENDA:

3/10/2025

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Approve: Parade and Massachusetts Avenue Road Closure Request - Lexington Little League

PRESENTER:

Doug Lucente, Chair

ITEM NUMBER:

C.3

SUMMARY:

Category: Decision-Making

The Lexington Little League is requesting approval for the Annual Little League Parade and road closures for the parade route. They are requesting that Massachusetts Avenue from Muzzey Field to Muzzey Street and then Muzzey Street to Lexington High School be closed to all but resident emergency traffic from 8:30am on Saturday, May 3, 2025 to no later than 11:00am for the the Annual Little League Parade Opening Day. Parade participants will gather at 8:30am at Muzzey Field and step off at 9:00am. The parade will end at the LHS Football Field for their ceremony as outlined in their attached letter dated February 6, 2025.

The Police Department, Recreation Department, Department of Public Works, Fire Department, Town Manager's Office and Engineering Department have reviewed this request and have no objections. Police will provide an escort during the parade. Fire will provide a fire engine to lead the parade, if needed

SUGGESTED MOTION:

To approve the Lexington Little League request for the Annual Little League Parade and the road closures request for Massachusetts Avenue from Muzzey Field to Muzzey Street and then Muzzey Street to Lexington High School be closed to all but resident emergency traffic from 8:30am on Saturday, May 3, 2025 to no later than 11:00am for the Annual Little League Parade as outlined in their letter dated February 6, 2025, subject to working out the details with Town Departments.

Move to approve the consent.

FOLLOW-UP:

Select Board Office.

DATE AND APPROXIMATE TIME ON AGENDA:

3/10/2025

ATTACHMENTS:

Description	Type
☐ LLL Parade Request 2025_Redacted	Backup Material

Lexington Little League

February 6, 2025
Jill Hai
Chairperson, Select Board
Town of Lexington
Town Office Building
Lexington, MA 02420

Dear Ms. Hai,

The Lexington Recreation Department and Lexington Little League are in the early stages of planning for the Annual Little League Parade to kick off the 2025 Little League season. The anticipated date is Saturday, May 3rd, 2025 gathering at 8:30am at Muzzey Field and starting walking the parade route at 9:00 am.

As in years past, the route will follow Massachusetts Ave. through the town center, turn left on Muzzey Street. As we did last year, we would like for the parade to end at the LHS football field rather than the Fitzgerald Field/Little League Center #4 ball field off Park Drive. The football field lends us much more space and the stands provide seating for players and families during the open ceremony. This also helps us maintain the field conditions at C4, where we plan to have opening day games following the parade. We have included the request for use of the LHS football field on this date as part of our field request submission to the Recreation Department. We are also going to be working again with the Recreation and Community Programs Department to use the concession stand at the field. We used it last year to sell snacks to the parade attendees and keep it open for the games that immediately followed. It was a big hit and a great way to keep families around to stay and watch the games.

We are still in the early stages of planning the events at the field. In previous years we had Wally from the Boston Red Sox and an opportunity to take team pictures with the actual World Series Championship trophy. We will also again invite the LHS Baseball and Softball teams, most of whom are former Little Leaguers, to come and cheer on their young counterparts. The rally concludes at 11:00am and we plan on having baseball and softball games immediately follow at C2 and C4.

We will of course abide by all requirements as set forth by Federal, State, and Local bodies including the Lexington Board of Health. Given the time it takes to organize this event we are submitting our request for approval early to allow time for proper planning and execution. We would greatly appreciate approval from the Select Board to hold these activities as described above. Furthermore, we would be honored if you and/or any other Board members would join us in the parade and opening ceremony.

Thank you for your time and consideration. If you have any questions or concerns feel free to contact me at anytime.

Respectfully,
Mike Finkenzeller
President, Lexington Little League

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Vote on Means of Publication

PRESENTER:

Mary de Alderete, Town Clerk; Jonas
Miller, Director of Communications

ITEM NUMBER:

I.1

SUMMARY:

Category: Decision-Making

With the passage of House Bill 4560 (Print-Free Digital Legal Notices in Lexington) in January 2025, staff began reviewing various new options available the Town as a result of the law and is looking for the Board as to vote on proposed recommendations for implementation.

SUGGESTED MOTION:

Move to/not to accept the implementation of the means of publication as presented.

FOLLOW-UP:

DATE AND APPROXIMATE TIME ON AGENDA:

3/10/2025

6:45pm

ATTACHMENTS:

Description	Type
☐ Means of Publications proposal	Backup Material
☐ Session Law -Acts of 2024Chapter 352	Backup Material

Task Overview

The primary task is to **increase accessibility** to legally required public hearing notices posted by the Town of Lexington. This involves enhancing the visibility and ease of access for residents while maintaining the existing workflow of the Town Clerk's Office staff.

Challenges

1. Workflow Preservation:
 - Maintain the current workflow of the Town Clerk's Office staff.
 - Avoid adding unnecessary or inconvenient steps to the existing process.
2. System Limitations:
 - Work around the functional limitations of the CivicPlus CMS.
 - Ensure modules that work together can still be updated separately.
3. User Accessibility:
 - Prioritize ease-of-access for residents.

Proposed Solution

- Utilize Existing Procedures: Modify the existing posting procedure to display public hearing notices on the home page of the Town's website.
1. **Notice Reception:**
 - The Town Clerk's Office (TCO) receives a public hearing notice.
 2. **Calendar Posting:**
 - Post the details (date, time, location, purpose) as a calendar item under three categories:
 - **Host Board, Committee, or Department** (e.g., Planning Board)
 - **Public Meetings Calendar**
 - **Public Hearing Notice Calendar** (additional step)
 - *Category Selection:*
 - The primary category is determined by the original posting location deemed most appropriate by TCO staff.
 - The second and third categories are selected by checking a box at the bottom of the posting screen.
 3. **Digital Copy Upload:**
 - Upload the digital copy of the notice to the Agenda Center.
 - Enter the date corresponding with the calendar posting.

- Automatically add the document link from the Agenda Center to the previously posted calendar item.

Final Posting Location

Once posted, residents will see active Public Hearing Notices on the homepage of the Town's website, directly above the News & Information section of the page. (See attached image)

Potential Rollout Date

The proposed posting procedure can be implemented immediately following Select Board approval.

Acts (2024)

Chapter 352

AN ACT ALLOWING PRINT-FREE DIGITAL LEGAL NOTICES FOR THE TOWN OF LEXINGTON

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Notwithstanding subsection (c) of section 13 of chapter 4 of the General Laws or any other general or special law to the contrary, wherever the town of Lexington, or any committee, department, board, commission, or officer thereof, is required to publish a legal notice in a newspaper or newspaper of general circulation, such requirement may be satisfied by 1 or more of the following means, as authorized by local vote in section 3:

(i) a newspaper of local or general circulation's print publication;

(ii) a newspaper of local or general circulation's website;

(iii) websites reporting local news and opinion which satisfy all criteria for digital publication established in said subsection (c) of said section 13 of said chapter 4;

(iv) a statewide website that may be maintained as a repository

for such notices; or

(v) a town wide website that may be maintained as a repository for such notices.

SECTION 2. (a) For all legal notices to be issued by a town of Lexington committee, department, board, commission or officer, other than the school committee, Lexington public schools or a department or officer of the school committee or Lexington public schools, the select board by majority vote shall determine at least 2 of the means of legal notice publication set forth in section 2 to satisfy publication requirements.

(b) For all legal notices to be issued by the school committee, Lexington public schools or a department or officer of the school committee or Lexington public schools or a department or officer of the school committee or Lexington public schools, the school committee by majority vote shall determine at least 2 of the means of legal notice publication set forth in section 2 to satisfy publication requirements.

(c) The select board and school committee may reconsider their means of publication votes at their discretion and elect different means of publication for the options established under section 2 by majority vote.

SECTION 3. This act shall take effect upon its passage.

Approved, January 8, 2025.

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Proclamation Request - Tuskegee Airmen Commemoration Day

PRESENTER:

Doug Lucente, Chair

ITEM NUMBER:

I.2

SUMMARY:

Category: Decision-Making

The fourth Thursday of March each year has been recognized by many as Tuskegee Airmen Commemoration Day and observed as a day to honor the Tuskegee Airmen who risked their safety to fly dangerous missions during World War II.

Sean Osborne, As a US Air Force veteran and member of the New England Chapter of Tuskegee Airmen, Inc. is respectfully requesting the Lexington Select Board to approve and sign a proclamation for the fourth Thursday of March each year to be recognized as Tuskegee Airmen Commemoration Day

SUGGESTED MOTION:

Move to approve the proclamation for the fourth Thursday of March each year to be recognized as Tuskegee Airmen Commemoration Day

FOLLOW-UP:

Select Board Office

DATE AND APPROXIMATE TIME ON AGENDA:

3/10/2025

6:55pm

ATTACHMENTS:

Description	Type
<input type="checkbox"/> 2025 Tuskegee Airmen Commemoration Day Proclamation	Backup Material



Town of Lexington, Massachusetts

SELECT BOARD OFFICE

PROCLAMATION

- WHEREAS:** by the time the United States was drawn into World War II, African Americans aspired to more meaningful jobs in the military, including the role of airplane pilot; and the rapid expansion of aircraft production to meet the demand for air power during World War II in turn created a greater need for military pilots; and public outcry from people of all races resulted in the United States War Department extending the opportunity to all military members to fly airplanes, and
- WHEREAS:** The War Department's Civilian Pilot Training (CPT) Program authorized colleges and universities to train civilian students in order to increase the number of civilian pilots, thus contributing to military preparedness; and
- WHEREAS:** The Tuskegee Institute in Alabama was one of six African American colleges and universities chosen to participate in the CPT Program, and helped open the door for the first African American military pilots; and
- WHEREAS:** The outstanding performance and heroism of the Tuskegee Airmen was unprecedented in military aviation history and key to the United States' air success in the European theater during World War II; and
- WHEREAS:** Fifteen documented original Tuskegee Airmen pilots listed the Commonwealth of Massachusetts as their home state as in addition other Massachusetts residents were part of the Tuskegee Experience as mechanics, meteorologists, and other support staff positions; and
- WHEREAS:** Dr. William Childs Curtis, a former Lexington resident and member of the Church of Our Redeemer, while serving as the Director of the School of Mechanical Industries at Tuskegee Institute in Alabama, helped to develop and run a special program to train Black pilots and mechanics for the Army Air Corps during World War II at Tuskegee, Alabama; and
- WHEREAS:** Lt Col. George E. Hardy a former Massachusetts resident, was a famed "Red Tail" P-51 pilot of the 332nd Fighter Group. Lt. Col. Hardy served in Systems Command, Electronic Systems division at Hanscom, Air Force Base, for five-and-a-half-years; and
- WHEREAS:** March being a special month for the Tuskegee Airmen as it was the month that the first cadets received their silver wings; the first maintenance crew began training at Chanute Field, IL; the first Pursuit Squadron (The 99th) was activated; and President George W. Bush, in 2007, presented the Congressional Gold Medal to the Tuskegee Airmen;

NOW, THEREFORE, WE, THE SELECT BOARD of the Town of Lexington, Massachusetts, do hereby proclaim the fourth Thursday of March each year to be recognized as

Tuskegee Airmen Commemoration Day

and call attention to all on March 27, 2025 the observance of these distinguished pilots for overcoming obstacles to serve our country during World War II and for paving the way for others to follow their enduring legacy.

IN WITNESS WHEREOF, we have set our hands and caused the seal of Lexington to be affixed herewith on the 10th of March, 2025.

DOUGLAS M. LUCENTE, CHAIR

JOSEPH N. PATO

JILL I. HAI

MARK D. SANDEEN

VINEETA JAY KUMAR

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Proclamation Request - Scottish Rite Masonic Museum & Library Day

PRESENTER:

Doug Lucente, Chair

ITEM NUMBER:

I.3

SUMMARY:

Category: Decision-Making

On Sunday, April 13, 2025 the Scottish Rite Masonic Museum & Library will kick off its 50th anniversary celebration and rededication! This event will feature a rededication of the museum as well as the opportunity to see “Protest & Promise: The American Revolution in Lexington” and “Looking Back, Moving Forward: 50 Years of Collecting.” This event launches a year of celebratory anniversary programming, including gallery talks, engaging lectures, and new exhibitions.

Scottish Rite respectfully requests Select Board approval of the Scottish Rite Masonic Museum & Library Day Proclamation for this celebration. Jeffrey Croteau, Director of Library & Archives will be at the meeting to answer any questions you may have.

SUGGESTED MOTION:

Move to approve the proclamation of Sunday, April 13, 2025 as Scottish Rite Masonic Museum & Library Day

FOLLOW-UP:

Select Board Office

DATE AND APPROXIMATE TIME ON AGENDA:

3/10/2025

7:05pm

ATTACHMENTS:

Description

Type



Town of Lexington, Massachusetts

SELECT BOARD OFFICE

PROCLAMATION

WHEREAS, the observance of the 250th anniversary of the April 19, 1775 Battle of Lexington will bring the approbation and attention of the nation and the world to the Town throughout April 2025 and beyond; and

WHEREAS: The Scottish Rite Masonic Museum & Library is celebrating its 50th anniversary; and

WHEREAS: The Museum, previously known as the Museum of Our National Heritage and the National Heritage Museum, has welcomed the Town's citizens and visitors to over 300 exhibitions and hundreds of programs over the past half century; and

WHEREAS: The Museum joins the Town and its citizens in celebrating the 250th anniversary of the Battle of Lexington by opening a new exhibition titled "Protest & Promise: The American Revolution in Lexington"; and

WHEREAS: The Museum is a vital part of both the Munroe Historic District and the Lexington Cultural District; and

WHEREAS: The Museum now looks back at the last fifty years and looks forward to the future as it fulfills its mission "to engage and inspire the public and members of the Masonic fraternity through its exhibitions, collections, publications, and programs. It aims to foster knowledge and appreciation of America's past and culture, with a focus on United States history, Freemasonry, and fraternalism. It builds interest and support for its mission by emphasizing themes of patriotism, fraternalism, inclusion, and personal and civic virtues."

NOW, THEREFORE, WE, THE SELECT BOARD of the Town of Lexington, Massachusetts, do hereby recognize April 20, 2025 as

Scottish Rite Masonic Museum & Library Day

IN WITNESS WHEREOF, we have set our hands and caused the seal of Lexington to be affixed herewith on the 10th of March, 2025.

DOUGLAS M. LUCENTE, CHAIR

JOSEPH N. PATO

JILL I. HAI

MARK D. SANDEEN

VINEETA JAY KUMAR

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Presentation - 2025 ATM Warrant Article 23 - Dispose 116 Vine Street

PRESENTER:

Carol Kowalski, Assistant Town
Manager for Land Use, Housing and
Development

ITEM NUMBER:

I.4

SUMMARY:

Category: Informing

Carol Kowalski will be available to answer any questions about Article 23, Vine St that will be discussed at Annual Town Meeting 2025

SUGGESTED MOTION:

FOLLOW-UP:

DATE AND APPROXIMATE TIME ON AGENDA:

3/10/2025

7:15pm

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Vine St slides	Backup Material
<input type="checkbox"/> Art 23 vine st motion	Backup Material
<input type="checkbox"/> Art 23 memo	Backup Material



Article 23

Dispose of 116 Vine Street

Carol Kowalski
Assistant Town Manager for Development



Article 23, Vine Street

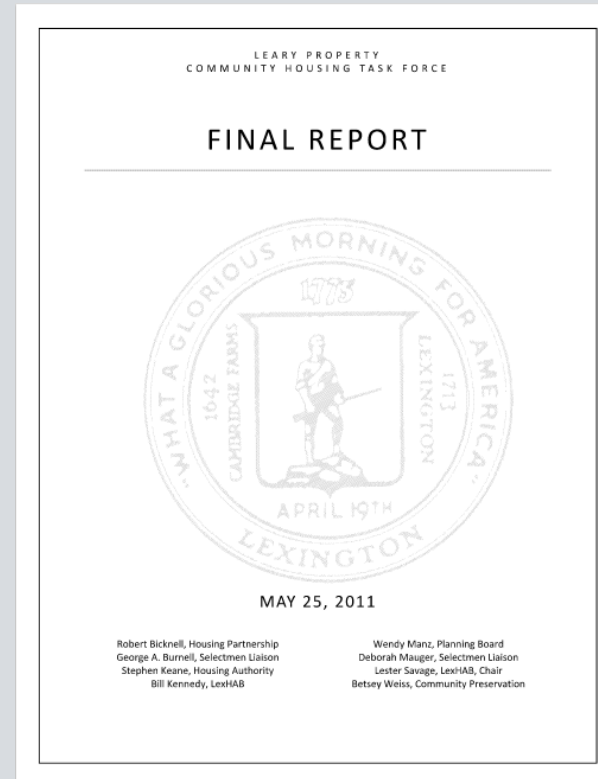
- Town purchased 30,000 square feet of land on Vine Street 2009 for community housing.





Article 23, Vine Street

- In 2011 Lexington Task Force studied and prepared a report and recommendations.





Article 23, Vine Street

- 2021, CPA awarded \$75,000 for LexHAB to meet with neighbors and commission designs. Per unit construction cost was too high because LexHAB was part of local government.





Article 23, Vine Street

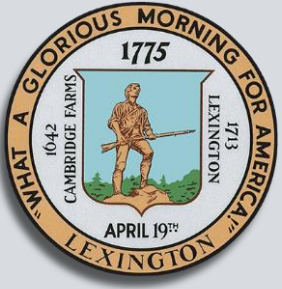
- In 2022, Special Town Meeting 3 authorized the Town to petition the state legislature to allow LexHAB to become an independent nonprofit housing development corporation, not a part of the Town. That legislation took effect in September 2024.

SENATE No. 2890

Senate, July 24, 2024 -- Text of the Senate amendment (Senator Friedman) to the House Bill reorganizing the Lexington Housing Assistance Board, Inc. (House, No. 3775).

The Commonwealth of Massachusetts

**In the One Hundred and Ninety-Third General Court
(2023-2024)**



Article 23, Vine Street

- In order for the Town to have the housing developed on the town-owned land, the Town must now procure a development partner.





Article 23, Vine Street

- Town Meeting authorization required for the Town to start the procurement of a developer. This procurement would be done by issuing a Request for Proposal.
- LexHAB would compete with other affordable housing developers for this procurement.



Article 23, Vine Street

- Without Town Meeting's authorization, the objective of Town Meeting's 2009 purchase will be further delayed.
- No housing can be developed without Town Meeting authorization.
- No other permanent use besides community housing can be made of the land without Town Meeting authorization.

(end)



Article 23

Dispose of 116 Vine Street

Carol Kowalski
Assistant Town Manager for Development



Article 23, Vine Street

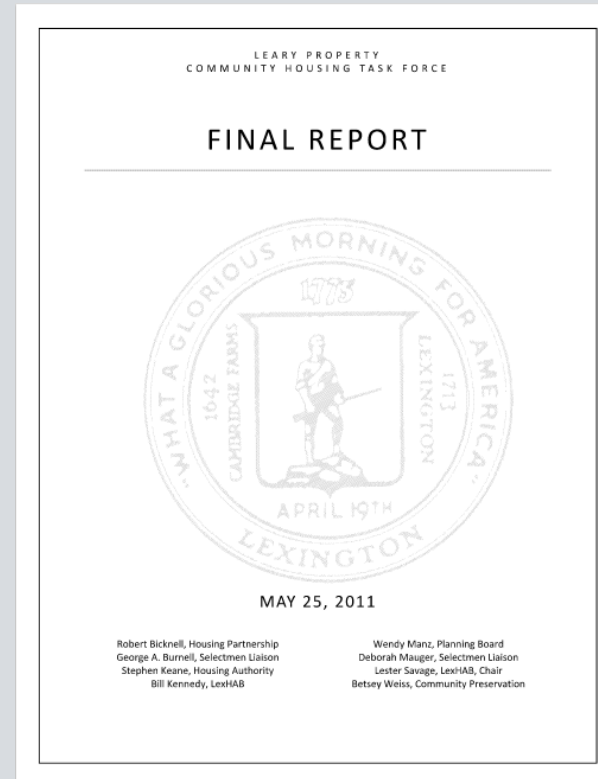
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Article 23, Vine Street

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Article 23, Vine Street

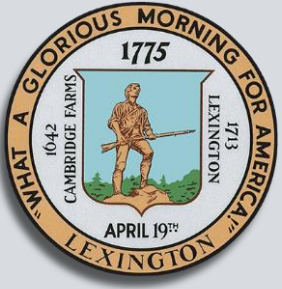
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(2023-2024)**



Article 23, Vine Street

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Article 23, Vine Street

- Without Town Meeting's authorization, the objective of Town Meeting's 2009 purchase will be further delayed.
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(end)

Article 23 Dispose of 116 Vine Street

The 2009 Annual Town Meeting authorized \$2,763,100 in Community Preservation Act funds under Article 12 to purchase “the Leary Farm”, a 14.2 acre parcel for conservation and affordable housing. The housing parcel consists of a 30,000 square foot lot (0.7 acres) with frontage on Vine Street. The Leary Property Community Housing Task Force, appointed by the Select Board in 2010, was charged with recommending a plan for developing community housing on the property. A report issued in May 2011, entitled “The Final Report of the Leary Property Community Housing Task Force”, recommended that five or six units of affordable housing be built in one or two structures.

The 2020 Annual Town Meeting approved \$75,000 in Community Preservation Act funds to construct affordable housing at 116 Vine Street per Article 10 (m)(1). The Community Preservation Committee’s report to 2022 Annual Town Meeting noted that this request was to select a design team, meet with neighbors and stakeholders and develop the project scope, budget and schedule. The report includes a status update noting that LexHAB met with the Vine Street neighbors in December 2020, the Select Board on January 11, 2021 and with the neighbors for a second time on January 27, 2021 to present a proposal for six units of affordable housing. No further action has been taken on this.

Town Meeting members may recall that 2022 Special Town Meeting 3 on November 2 approved an article authorizing the Town to petition the state legislature to reorganize LexHAB as a nonprofit affordable housing development corporation. This legislative action took effect September 4, 2024.

Article 23 would now authorize the Town to issue a Request for Proposals from qualified affordable housing developers, including LexHAB, as the next step for the Town to pursue the development of affordable housing at Vine Street.

An affirmative vote on Article 23 would allow the Select Board, or its designee, to work with the Town’s Procurement Officer to prepare a Request for Proposals for affordable housing development at Vine Street. The RFP would include the recommendations of the 2011 Task Force and the FY21 CPA funding appropriation for design development, as well as noting meetings with neighbors in 2020 and 2021. The Select Board would then choose a responsive developer through the proposal process, and would negotiate and execute a Land Disposition Agreement for conveyance of the property by sale or long-term lease, recording the terms and conditions laid out in the RFP. Actual development would follow after the developer secures financing and completes final designs and permitting.

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Discussion - 2025 ATM Warrant Article 10H - Harrington Athletic Fields and Article 16E - Central Administration Building Demolition

PRESENTER:

Carolyn Kosnoff, Assistant Town
Manager for Finance

ITEM NUMBER:

I.5

SUMMARY:

Category: Informing

Board feedback is being requested on this agenda item.

Overview:

Two FY2026 Capital budget requests have dependencies that will need to be met to before moving forward, Article 16E - Central Administration Demolition and Article 10H - Harrington Athletic Fields.

As identified and discussed in in the Town's capital planning process, the current Central Administration Office for the School Department located in the Old Harrington School building at 146 Maple Street is rated an "F". The Town's plan has been to move Central Admin to temporary space at 173 Bedford Street, demolish the Old Harrington building, and repurpose the site at 146 Maple St. with new athletic fields managed by the Recreation Department.

New permanent space for Central Administration is being incorporated into the "Bloom" design for the new Lexington High School. A request for funding the new Lexington High School is expected at a Special Town Meeting in Fall 2025, and funding will be contingent on a successful Proposition 2 1/2 debt exclusion referendum in late 2025.

Staff would like guidance from the Board on whether or not to make the Town Meeting motion for \$3.5M to fund demolition of the Central Admin/Old Harrington building contingent upon successful funding and debt exclusion votes later this calendar year.

In considering this contingency there are some key points to note:

- The previously approved \$6M renovation of temporary space at 173 Bedford St. is underway, and the Central Admin staff and operations are expected to move to 173 Bedford St in the Fall of 2025, regardless of the LHS outcome described above.
- Funding for demolition of Old Harrington is time sensitive and is part of a greater plan to create new athletic fields. New fields at 146 Maple St. will address a longtime shortage of field hours, and is expected to relieve some lost field space at the Center field complex as LHS is being reconstructed.
- The Town expects to receive favorable pricing if the demolition work is completed in the winter/outside construction season.
- The funding source for demolition is General Fund unreserved fund balance (Free Cash) which must be appropriated before June 30. If we pass this date Free Cash will not be available for appropriation until

after the FY2025 certification by DOR; i.e. the next Annual Town Meeting.

- If the Town wanted to re-inhabit the Old Harrington building, it will need significant capital investment first, including roof, windows, mechanicals systems, etc. which is estimated to cost \$20M+.
- If demolition is not approved either directly or by failed contingency Town staff expect the building would be mothballed until new plans for programming and funding are developed.

The second item, Article 10H for Harrington Athletic Fields is practically contingent, not just by policy. This funding request of \$1.197M is for continued design, engineering and construction documents, as well as preliminary site work for a new field complex at 146 Maple St. While some of the funding under this request will be used to advance design, the Town could not move forward with site work or field construction if the Old Harrington building were not demolished.

This appropriation of \$1.197M from CPA funds is known to be a partial funding request, and a construction contract could not be awarded until the remainder of the funding to construct fields is secured (expected for the 2026 Annual Town Meeting).

SUGGESTED MOTION:

FOLLOW-UP:

DATE AND APPROXIMATE TIME ON AGENDA:

3/10/2025

7:25pm

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Discussion - Select Board Report to 2025 Annual Town Meeting

PRESENTER:

Board Discussion

ITEM NUMBER:

I.6

SUMMARY:

Category: Brainstorming

The Board is being asked to discuss drafting a Select Board Report to 2025 ATM to determine topic areas and assign scribes.

For reference, attached is a list of the topics which were included in last year's Select Board Report to 2024 Annual Town Meeting.

SUGGESTED MOTION:

N/A

FOLLOW-UP:

DATE AND APPROXIMATE TIME ON AGENDA:

3/10/2025

7:35pm

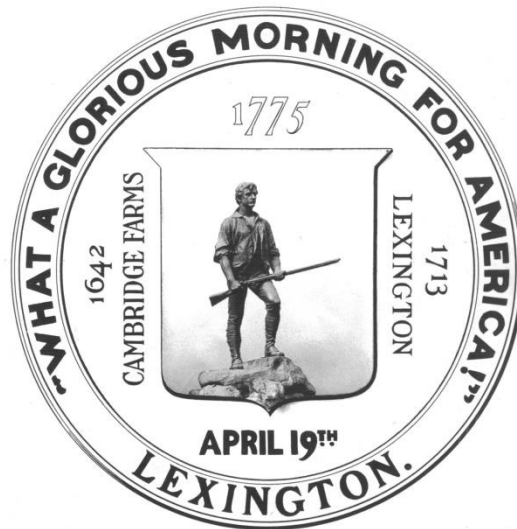
ATTACHMENTS:

Description	Type
☐ List of topics in the 2024 Select Board Report to Town Meeting	Backup Material
☐ Copy of Select Board Report to 2024 Annual Town Meeting	Backup Material
☐ Copy of Select Board Report in the FY2024 Town Report	Backup Material

Topics that were included in Last Year's March 2024 ATM Report to Town Meeting:

2024 ATM SELECT BOARD REPORT SECTIONS	SCRIBED by
Message from the Select Board	Joe
Select Board Goals	Suzie
Budget and Finance Planning	Doug
American Rescue Plan Act (ARPA)	Doug
Lexington High School Project	Joe
Social Racial Equity Initiatives	Mark
Municipal & School Building Projects	Mark
Update on recent Home Rule Petitions	Jill
2025: The 250 th Anniversary of the Battle of Lexington	Suzie

SELECT BOARD TOWN OF LEXINGTON



SELECT BOARD REPORT TO THE 2024 ANNUAL TOWN MEETING

MARCH 18, 2024

Select Board:

Joseph N. Pato, Chair; Suzanne E. Barry, Vice-Chair; Douglas M. Lucente;
Jill I. Hai; Mark D. Sandeen;
Kim Katzenback, Executive Clerk

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March 2024

Message from the Select Board

This report to Annual Town Meeting 2024 under Article 2 contains an update on issues and topics the Board felt would be of interest to Town Meeting Members. This year we have included:

- an overview of Select Board goals and actions taken to achieve them;
- reflections on budget and finance planning;
- use of American Rescue Plan Act (ARPA) funding;
- Lexington High School project;
- social & racial equity initiatives;
- update on municipal and school building projects;
- update on recent home rule petitions;
- 2025: the 250th anniversary of the Battle of Lexington.

In addition, the Board would like to note Town Manager Jim Malloy's plans to retire at the end of September 2024. Mr. Malloy came to Lexington in 2018 and has provided skilled leadership throughout the trying pandemic years. He brought to Lexington a deep background in financial planning and established guidelines for the use of the Capital Stabilization Fund that will serve to reduce the burden of big-ticket capital projects like the upcoming Lexington High School project. In addition, Mr. Malloy has been a statewide and international leader serving on the Board of the Massachusetts Municipal Association (MMA) and then as President of the International City/County Management Association (ICMA). The Board looks forward to continuing to work with Mr. Malloy until his retirement.

Should you have any questions or comments regarding this report, we encourage you to get in touch with any member of the Board. Select Board meetings are generally held Monday evenings at 6:30pm in the Select Board meeting room of the Town Office building, and via zoom. Board members' office hours as well as the Select Board meeting packets are posted at <https://www.lexingtonma.gov/755/Select-Board>. We can be reached via email (below) or by calling the Select Board Office (781-698-4580) to schedule a phone conversation or meeting.

- Joe Pato, Chair: jpato@lexingtonma.gov
- Suzie Barry, Vice-Chair: sbarry@lexingtonma.gov
- Jill Hai: jhai@lexingtonma.gov
- Doug Lucente: dlucente@lexingtonma.gov
- Mark Sandeen: msandeen@lexingtonma.gov

Respectfully submitted,
Lexington Select Board

*Joseph N. Pato, Chair
Suzanne E. Barry, Vice Chair
Douglas M. Lucente
Jill I. Hai, Chair
Mark D. Sandeen*

Select Board Goals

During the fall of 2023, the Select Board engaged Jon Wortmann to interview staff and Town Committees to gather input for the upcoming two-year goal set. The Select Board met on October 11, 2023, to review these aspirations and identified the Board's top priorities. Each goal was assigned to one member of the Board with a second member volunteering on some to assist as needed. During November and December Board members worked with Mr. Wortmann to identify measurable actions against those goals.

All goals will be continually reevaluated under core shared principles including:

- Our commitment to fostering a diverse, inclusive, and equitable community that thrives on the principles of respect, dignity, and fairness. We recognize that diversity enriches our community, brings together unique perspectives, and strengthens our ability to effectively serve our residents.

This includes our ambition to:

- Increase and broaden diverse participation in our professional ranks and civic activities
- Welcome all people in Lexington
- Consider health in all decisions
- Provide recreation facilities for all
- Honoring our rich historic traditions and taking pride in Lex250th celebration events
- Diversifying the commercial tax base to reduce financial burdens on residents allowing more to remain and lower the barriers for new residents to call Lexington home.
- Our commitment to being a sustainable and resilient community for all where we strive to:
 - Reduce greenhouse gas emissions,
 - Create cleaner indoor and outdoor environments, and
 - Ensure all members of our community have access to the tools they need to
 - Be resilient in a changing climate.

Goal #1: Enhance community vibrancy by increasing diversity of housing stock in size, accessibility, and price (primary: Jill Hai assistant: Mark Sandeen)

Update:

- Article 33 at Annual Town Meeting 2024 seeks authority for the Select board to sell, lease or otherwise dispose of Town owned land for the purpose of developing affordable housing. Any proposal at this site would be required to be 100% affordable, and all units must qualify for and be included in the Subsidized Housing Index.
- The Board allocated \$1,455,000 in ARPA funds for the acquisition of housing units by LexHAB in order to retain smaller one- and two-family houses, now included in the Subsidized Housing Index
- The first proposal under the revised Special Residential Development bylaw, which is the product of a Select Board appointed committee, has been introduced. Following the guidelines created by the committee, it proposes two 2-family homes and two three family condominium buildings, for 10 units in four buildings, rather than a conventional development of single family homes. Eight of the 10 homes will be served by elevator, increasing their accessibility and 15% of the gross floor area is dedicated to affordable housing. 40% of the developable lot is retained as open space.

Goal #2: Recognize and minimize issues around construction preserving quality of life
(primary: Joe Pato, assistant: Mark Sandeen)

Update:

- Proposed revisions to the noise by-law to remove ambiguities about construction techniques and the need for mitigation plans for consideration as Article 29a at the Annual Town Meeting 2024.
- Revised Noise Advisory Committee charge and began process to reconstitute the committee. When formed, the committee will be tasked to create a process for revising the noise by-law to establish noise limits appropriate to location or activity and clarify enforcement to be completed no later than Annual Town Meeting 2025.
- The Tree Committee has brought 3 articles to Annual Town Meeting 2024 (34, 35, and 36) providing additional protections for trees related to construction activities.

Goal #3: Create a more vibrant downtown (primary: Doug Lucente, assistant: Jill Hai)

Update:

- **Prioritizing Initiatives:** The Select Board heard the final report and recommendations from consultants on March 6th, stemming from the community workshops held in Fall 2023 titled "Lexington Center: The Journey Forward." These insights will be instrumental in refining and prioritizing our downtown revitalization efforts.
- **Diversifying Alcohol Uses:** Progress is underway to allow more varied alcohol-related experiences. Proposed bylaw amendments to allow Craft Beverage Establishments are encapsulated in ATM Article 49. Pending a favorable decision from the Town Meeting, subsequent actions will involve the Select Board re-evaluating our alcohol policies to support this diversification.
- **Streamlining Business Signage:** Enhancements to the sign bylaw, aimed at simplifying signage processes for businesses, are detailed in ATM Article 47. These changes await final adjustments by the Planning Board and a positive vote at the Town Meeting, marking a significant step towards a business-friendly downtown.
- **Tourist-Focused Social Media Initiatives:** In alignment with our goal to enhance downtown vibrancy, the Semiquincentennial Commission has partnered with a communications firm. This collaboration focuses on leveraging social media campaigns designed to attract tourists, especially during the 250th-anniversary celebrations, further enriching our downtown's appeal.

These initiatives collectively represent our commitment to transforming Lexington's downtown into a more engaging, accessible, and vibrant community hub.

Goal #4: Improve communication efficiency in Board meetings and with staff
(primary: Joe Pato, assistant: Suzie Barry)

Update:

- Working with staff to revise procedures for requesting an item on the Select Board agenda. Guidelines for submission materials include logistical information, requested action, as well common areas of concern that Board Members will want to see addressed. Completion expected by end of Spring 2024.
- Exploring how to integrate the above procedures with new agenda management software that will replace the now obsolete Novus Agenda package.

Goal #5: Transition to 100% renewable energy
(primary: Mark Sandeen)

Update:

- There are approximately 18 MW of solar energy systems currently installed in Lexington.
- There were 3.6 MW of new solar energy systems added in Lexington during 2023.
- Approximately 55 million kWh of Lexington's commercial electricity usage is currently provided from 100% renewable energy sources.
- The Town of Lexington has established the HeatSmart Advisor program to provide Lexington residents who express an interest in converting their HVAC systems to heat pumps with the educational resources, advice, and consultation to empower them to make the transition with confidence. The program is now in its second year.
- There are currently 1,505 electric vehicles (6.2%) and 2,692 hybrid vehicles (11.3%) registered in Lexington versus 19,889 internal combustion vehicles (82.5%) according to the Massachusetts DOT vehicle census as of January 1, 2024. There were 431 additional electric vehicles registered in Lexington in the last year. There were 358 additional hybrid vehicles registered in Lexington in the last year.
- The Massachusetts Department of Energy Resources approved Lexington's application to participate in the 10 Communities Demonstration Project with a start date of March 21, 2024.
- The first year of Building Energy Use Disclosure Data has been published on the Town website. - <https://www.lexingtonma.gov/1645/Building-Energy-Use-Disclosure>
- Complete Net Zero Police Station – Construction is underway for the solar canopy structure, which is expected to be completed by the Fall of 2024.
- Establish Net Zero design standards for the new high school design – The School Building Committee has established design standards with the high school design team for a highly efficient, net-zero, all-electric high school.
- Establish High Performance Building standards for existing municipal buildings – The Select Board approved the High-Performance Buildings Policy on December 18, 2023.
- Complete Network Geothermal Feasibility Study – The Town of Lexington was awarded a grant to complete this study and expects to issue a report by the end of 2024.
- Develop the Getting to Zero Emissions Transportation Plan
- Develop Town's Fleet Charging Infrastructure Plan – Initial discussions are underway.
- Curbside Composting for one third of Lexington residents – The Select Board has approved the use of ARPA composting from 2,000 households to 4,000 households or approximately one third of Lexington residents.
- Become a Climate Leader Community

Goal #6: Advance age-in community initiatives for Lexington seniors
(primary: Doug Lucente)

Update:

While there has been no notable advancement on these initiatives by the Select Board at the local level, at the state level, Governor Healey has filed the Municipal Empowerment Act, which introduces several measures that could indirectly support Lexington's age-in-community initiatives. Key components include:

- A new local-option means-tested property tax exemption for seniors, allowing cities and towns to offer additional property tax exemptions to qualifying seniors based on specific income and asset levels, residency duration, and homeownership.

- Extension of the local option for personal exemptions to seniors, blind persons, and others, allowing those whose domiciles are held in trusts or other arrangements to qualify for exemptions.
- Authorization for municipalities to increase existing senior property tax exemptions beyond the current \$500 limit.

These measures, if passed by the legislature, could provide a framework for Lexington to advance its age-in-community initiatives, offering financial stability and support for seniors to maintain independent living in their homes.

Goal #7: Raise community awareness and engagement with the high school project
(primary: Suzie Barry, assistant: Joe Pato)

Update:

- Working with the School Building Committee to publish and inform the community of community meeting information and updates on the Town website and in Link to Lexington e-newsletter with clear reference to LHS Project website.

Budget and Finance Planning

The Select Board is committed to ensuring fiscal responsibility and sustainable growth through careful budget and financial planning for FY2025, focusing on preserving the Aaa bond rating, avoiding operating overrides, and planning for significant projects like the new Lexington High School. The FY2025 budget, developed without a Proposition 2½ Operating Override, supports the Board's vision for Lexington, emphasizing staffing, environmental initiatives, capital improvements, and infrastructure maintenance to achieve a balanced financial plan that aligns with community priorities.

Staffing - The budget incorporates staffing expansions to address the operational needs arising from new town bylaws and to continue investments in environmental initiatives, such as electric vehicles and enhancing our food waste and composting program. Specifically, it funds new roles such as an Assistant Superintendent of Public Grounds and a part-time Code Enforcement Officer, in response to the requirements of new tree and noise bylaws, as well as fire and mechanical inspectors due to the uptick in development from zoning bylaw modifications. These additions reflect the town's commitment to managing increased service demands while adhering to stricter regulations.

Capital Improvement and Infrastructure - The Capital Improvement Program is designed to make timely investments in town assets, enhancing public services. The FY2025 Capital Budget includes funds for the new Lexington High School and allocates \$6.0 million for renovations at 173 Bedford Street. This renovation is crucial for reorganizing town assets in light of the high school project and will make the building suitable for the School Administration staff during the construction period. The work involves installing an elevator, replacing the HVAC system, adding a sprinkler system, and reconfiguring interior spaces. Additional updates will be required after the Lexington Police Department relocates, especially to improve accessibility, fire protection, and new electric HVAC systems.

Aaa Bond Rating - The Town of Lexington has maintained an Aaa credit rating, which is the highest credit rating a municipality can receive. This rating, affirmed by Moody's Investors Service, reflects the town's strong fiscal management, characterized by conservative budgeting, a sizeable and wealthy tax base, healthy reserves and liquidity, and voter support for debt exclusions. Holding an Aaa rating allows the

town to borrow funds at the most favorable interest rates, providing significant financial advantages for managing the town's debt and financing its projects.

Capital Stabilization Fund - The Capital Stabilization Fund (CSF) underwent a policy revision in Fall 2021 to allocate new levy growth from specified commercial and industrial development to the CSF, rather than that growth becoming part of general revenue. This strategy aims to preserve levy capacity for managing sudden increases in debt service for major capital projects, such as high school construction. For FY2025, the budget maintains this approach, with \$4,036,373 transferred to the CSF from the tax levy, consistent with FY2024. This amount is expected to increase as new levy growth is calculated for FY2025, with an additional transfer planned for the Fall 2024 Special Town Meeting. After this budget cycle, the CSF balance will exceed \$36.0 million. The CSF plays a crucial role in our fiscal strategy, setting aside new tax levy growth for future capital projects. This approach allows us to build reserves for forthcoming capital endeavors, particularly the renovation or reconstruction of Lexington High School. Our commitment to this fund has not only provided tax relief to citizens by reducing debt service excluded from Proposition 2½ but also prepares us for significant capital projects ahead.

American Rescue Plan Act (ARPA) Funding

As we approach the conclusion of the American Rescue Plan Act (ARPA) funding period, we are pleased to present an update on the allocation and utilization of ARPA funds in our community. The Town of Lexington was allocated a total of \$9,903,381 in ARPA funds, aimed at addressing the impacts of the COVID-19 pandemic and fostering recovery across critical sectors.

As of February 5, 2024, the Select Board has approved spending totaling \$9,110,345. The funds have been allocated to the following initiative areas:

- **Economic Stimulus & Resiliency:** The largest portion, approximately 37% of the funds, was earmarked to support our local economy, including bolstering the cultural sector, aiding small businesses, enhancing community events, updating digital platforms, improving public spaces, and fostering bikeway mobility and engagement.
- **Public Health & Safety:** With 26% of the funding, this area focused on bolstering the town's health department and public safety measures in response to the pandemic.
- **Housing:** 16% of the funds were allocated to address housing needs, ensuring support for those affected by the pandemic in securing stable housing.
- **Pandemic Response:** 13% of the funds were directly used for pandemic-related expenditures, including testing, vaccination programs, and other immediate health needs.
- **PIRs (Program Improvement Requests):** 6% of the funds have been utilized for enhancing the Food Waste Program, acquiring a new electric vehicle for the Health Department, and formulating an ADA Town Building Self Evaluation and Transition Plan.
- **Food Insecurity:** A smaller, yet crucial 2% of the funds addressed food insecurity, ensuring that residents affected by the pandemic have access to necessary resources.

The Participatory Budgeting (PB) process implemented in the previous year, which actively engaged our citizens in the decision-making process, leading to impactful community projects. However, given the stipulation that all ARPA funds must be committed by December 31, 2024, the continuation of the PB process will not be feasible this calendar year. Further, it is important to note that, despite concerted efforts, the initiative to establish a Dog Park will not proceed due to the inability to identify a suitable location within the time frames for ARPA spending. We extend our gratitude to all residents who participated in the PB process, contributing valuable insights and demonstrating the strength of our community's collective vision.

With an available balance of \$899,974, the Select Board is dedicated to navigate the final phase of ARPA fund allocation and utilization. The Select Board remains committed to ensuring that these resources are deployed in a manner that maximizes benefits for our community, adhering to the guiding principles of transparency, equity, and strategic impact.

Lexington High School Project

The Lexington High School project is likely to be the most ambitious and expensive project undertaken by the Town of Lexington. Plans for this project have been brewing for years leading to the 2017 LHS Visioning process, the 2019 LPS Strategic Plan and the creation of the Master Planning Advisory Committee during the 2018-2019 year. In 2022 Lexington was invited into the Massachusetts School Building Authority (MSBA) Eligibility Period beginning the current process for the project.

During 2023 the Lexington High School Building Committee (SBC) was involved in the steps outlined by the MSBA in Module 2 *Forming the Project Team*. This phase of the project is where the Owner’s Project Manager (OPM) and the Design team are selected. The OPM selection process concluded in May with the selection of Dore + Whittier. The SBC then worked with the MSBA’s Designer Selection Panel and ultimately selected SMMA as the preferred Designer for the project in October 2023.

The feasibility phase, MSBA Module 3, began in earnest in November 2023 and will continue through End of May 2024. In this phase a minimum of three options must be identified. At least one option for repair only, renovation, and new construction must be identified. The project team has begun to seek feedback from the multiple town groups, committees, boards, and departments through focus group discussions which are intended to be implemented in a 3-step approach: meeting 1 - listen to feedback from stakeholders; meeting 2 - the design team will report back what they heard and clarify with the stakeholders; meeting 3 - will be to have these focus groups make a recommendation on elements and attributes of the project that the SBC should consider.

Detailed information about the project is publicly available at: <https://lhsproject.lexingtonma.org> The current expected timeline for the LHS Project is illustrated below. 2024 Annual Town Meeting is being asked to appropriate for design funds for the project of \$10M via article 26. The next major funding action by Town Meeting expected to occur at a Special Town Meeting near the end of 2025 followed by a town-wide debt exclusion vote. Occupancy in the new or renovated facility is expected at the end of this decade or early in the next.

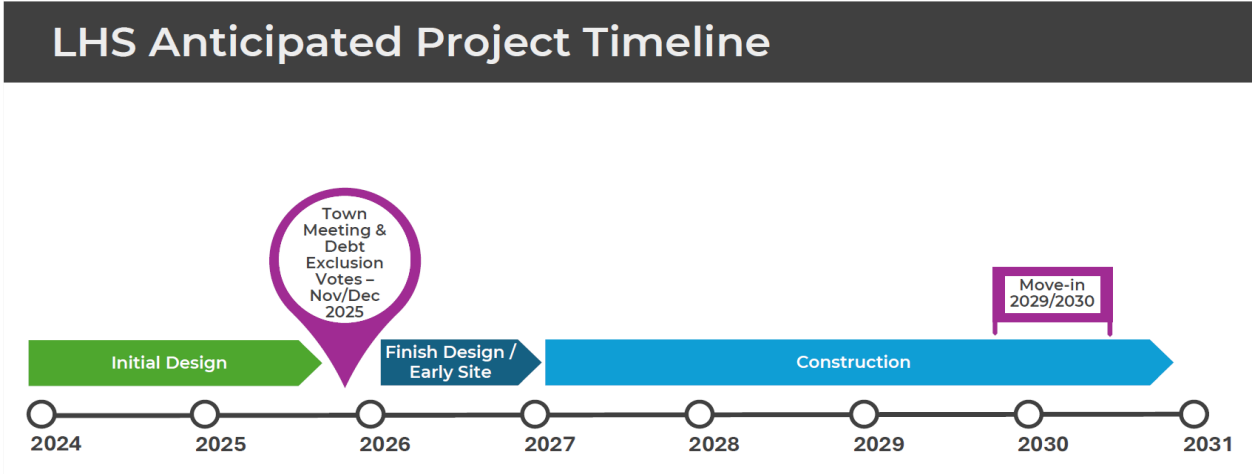


Figure 1: Anticipated Timeline - all dates are subject to change.

Social Racial Equity Initiatives

The Select Board recognizes that social and racial injustice has deep roots. The Board has made a proactive and ongoing commitment to engage in comprehensive and ongoing community conversations to better understand community needs and to consider diversity, equity, and inclusion in policies and plans, all with the goal of making Lexington a truly equitable community for all.

The Select Board has adopted Diversity, Equity & Inclusion as one of its goals, including a commitment to develop and implement a comprehensive racial equity plan, consider racial and other equity impacts in all decisions and planning processes, and incorporate the goals of Town Meeting's systemic racism resolution in each department's goals and objectives. The Select Board recognizes that accomplishing these goals will require a budgetary commitment to training and continuous improvement and has recommended establishing a budget for accomplishing these goals.

The Chief Equity Officer (CEO) leads the Town in achieving these goals. The CEO is in the process of updating job descriptions and expanding posting locations with the goal of encouraging a broader applicant pool for Town staff positions. The CEO is also working with senior leadership to incorporate more effective interviewing techniques with these goals in mind.

The CEO has initiated an internal equity audit in collaboration with an independent diversity, equity and inclusion consulting organization. During this process 120 staff members participated in training sessions, 65 staff members participated in focus groups on racial identity, disability, management, women, and LGBTQIA+ topics that were open to all staff. In addition, 40% of town staff answered a survey on equity issues.

The CEO has started a compensation study, in collaboration with an independent human resources consultant, considering internal pay equity and to ensure that salary ranges and benefits remain competitive for all staff.

The CEO, in collaboration with the Police Chief, held six Coffee and Conversation with the Chief events, with a total of over 40 residents having an opportunity to discuss community concerns with the Police Chief.

The CEO collaborated with the Sustainability & Resilience Officer to develop a framework used by senior leadership to consider Sustainability and DEI in staff's day-to-day operational decisions and long-term planning processes. This framework has been presented to the Select Board who encouraged a broad and inclusive community-wide focus for these initiatives.

Update on Municipal and School Building Projects

The Board continues to address the issues of maintaining and improving our municipal and school building infrastructure. The following section includes the current status of Lexington's building projects. The Lexington High School building project is covered in the Lexington High School section of this report.

Westview Cemetery Administration Building

Start Date: April 2022

Project Completion Date: August 2023

Project Budget: \$4,330,000

Funding: ATM 2017-Article 12o / ATM 2020-Article 16k / STM 2021-1 Article 7

Design funding of \$270,000 was approved at ATM 2017. Initial construction funding of \$3,290,000 was approved at ATM 2020 under Article 16k. Initial construction bids came in higher than the appropriated amount. As a result, Town Meeting approved additional construction funding of \$770,000 at STM 2021-1

under Article 7. Construction was completed and the building occupied in August 2023. During a significant winter storm, a 100-foot pine tree fell on the building. Fortunately, no one was injured, however the building did sustain minor damage. The roof has been temporarily patched and remains watertight. The roof, insulation, decking, and drip edge will be replaced when temperatures are warmer. A solar energy system will be installed in compliance with the Town's net zero renewable energy policy goals. Construction of the solar energy system is expected to be completed during the summer of 2024.

Lexington Police Station

Appropriation: \$34,517,622

Status: Construction underway

Estimated Project Completion Date: Fall 2024

Funding: ATM 2018-Article 14 / STM 2021-1 Article 5a /STM 2022-1 Article 2 / ATM 2023 Article 16(i)

The new Police Station facility is being constructed in compliance with the Town's Integrated Building Design and Construction Policy and will be solar ready in furtherance of the Town's net zero renewable energy policy goals. The building design and construction includes all of the infrastructure necessary to support onsite solar energy generation and energy storage systems designed to reduce the building's energy consumption and peak demand charges, while improving the building's resilience in the event of power outages and enabling high speed electric vehicle charging for the Police Department's electric vehicle fleet.

The solar energy canopy design went through an extensive public process to secure approval of a design that is appropriate for the neighborhood and meets the requirements of the Historic Districts Commission. The Historic Districts Commission issued a Certificate of Appropriateness in November 2023. Construction of the footings for the canopy have begun. Solar canopy and energy storage system construction is expected to be completed by the Fall of 2024 with a goal of having the solar canopy project completed at the same time as the Police Station to maximize efficiencies with the site contractor.

Old Reservoir Bath House Renovation

Appropriation: \$620,000

Funding: ATM 2019-Article 14g

Initial bids received by the Town exceeded the appropriation approved by Town Meeting. The Department of Public Facilities and Recreation Department staff proposed design changes and procurement alternatives to lower overall project costs. DPF went out to bid a second time and the bids received were still well above the appropriation approved by Town Meeting. The Recreation Committee is reviewing the current status and deliberating on next steps for this project.

Center Bathroom & Maintenance Building Renovation

Appropriation: \$780,000

Project Completion Date: October 2024

Funding: ATM 2020-Article 16b / ATM 2021-Article 16g / ATM 2022-Article 10e

2020 Annual Town Meeting approved \$100,000 in design and engineering funds for the Center Bathroom building renovation project. At the 2021 Annual Town Meeting, the Select Board recommended indefinite postponement of warrant article 16g requesting \$915,000 in construction funding to a future Town Meeting. 2022 ATM approved warrant article 10e requesting \$680,000 in funding for this project. The renovation of the Center Bathroom facility was completed in October 2024.

Update on Recent Home Rule Petitions

There are six home rule petition requests approved at recent Town Meetings that remain under consideration by the legislature. No final action has been taken by the legislature on any of these petitions.

- *STM 2020-2: Article 6* - Authorize Special Legislation Development Surcharge for Community Housing (Citizen Petition)

[Bill H.4314 \(malegislature.gov\)](https://malegislature.gov/Bills/193/HD3088) An Act authorizing a development surcharge for community housing in the town of Lexington

Status: Reported favorably by the Joint Committee on Municipalities and Regional Government. Referred to the committee on House Steering, Policy and Scheduling, reported out for second reading. Second reading on 7/31/2022 and ordered to a third reading. No further action by the end of the legislative session.

Refiled in the 193rd (Current) session of the legislature as Bill HD.3088.

<https://malegislature.gov/Bills/193/HD3088>

Status: House referred to committee on revenue 2/16/23, Senate concurred; Hearing 7/17/23 accepting written testimony only; House reporting date extended to 4/30/24 pending Senate concurrence.

This may be mooted if Governor Healey's Affordable Homes Act is adopted, which includes a provision for local adoption of real estate transfer fees. The Select Board and Housing Partnership have each voted unanimous support for the Real Estate Transfer Fee local option. More information and financial analysis can be found here:

<https://www.mass.gov/info-details/the-affordable-homes-act-transfer-fee-analysis#:~:text=The%20Affordable%20Homes%20Act%20includes,home%20price%2C%20whichever%20is%20greater>

- *ATM 2021: Article 26* - Petition General Court to Amend Legislation Regarding Permanent Transportation Funding

[Bill H.3892 \(malegislature.gov\)](https://malegislature.gov/Bills/193/HD2481) An Act authorizing the town of Lexington to establish transit improvement districts.

Status: Referred to Joint Committee on Transportation, reported favorably after study. No further action by the end of the legislative session.

Refiled in the 193rd (Current) session of the legislature as Bill H3704.

<https://malegislature.gov/Bills/193/HD2481>

Status: House referred to the committee on Transportation 3/30/23, Senate concurred; Joint hearing scheduled 1/10/24

- *ATM 2021: Article 29* - Clean Heat-Authorize Special Legislation to Regulate Fossil Fuel Infrastructure and Adopt Bylaw Amendment Enabling Legislation

[Bill H.3893 \(malegislature.gov\)](https://malegislature.gov) An Act authorizing the town of Lexington to adopt and enforce local regulations restricting new fossil fuel infrastructure in certain construction.

Status: Referred to Joint Committee on Telecommunications, Utilities and Energy
No further action by the end of the legislative session.

The need for this home rule petition has been largely made moot by Chapter 179 of the Acts of 2022 authorizing a demonstration program for municipal regulation of fossil fuels in new construction. Lexington received approval to become one of the Participating Communities in the Department of Energy Resources (DOER) Demonstration Project. The acceptance did suggest certain updates to Lexington's bylaw to comply with DOER's regulations and those revisions are included in the warrant for this Town Meeting as Article 38.

- **ATM 2021: Article 36** – Authorize Special Legislation-Development Surcharge for Affordable Housing (Citizen Petition)

[Bill H.3891 \(malegislature.gov\)](https://malegislature.gov) An Act to establish a surcharge on specific commercial development activities for the purpose of funding the creation of community housing.

Status: Passed by the House but did not reach a third reading in the Senate. No further action by the end of the legislative session.

Refiled in the 193rd (Current) session of the legislature as Bill HD.3085.

<https://malegislature.gov/Bills/193/HD3085>

Status: House referred to committee on revenue 2/16/23, Senate concurred; Joint hearing scheduled for 7/25/23 written testimony only. Reporting deadline extended to 4/30/24.

- **STM 2022-2: Article 3** – Amend General Bylaw to Allow Remote Participation at Hybrid Town Meetings

[Bill H.4876 \(malegislature.gov\)](https://malegislature.gov) An Act authorizing the town of Lexington to allow remote participation at town meetings

Status: Reported favorably by the committee on Election Laws and the committee on House Steering, Policy and Scheduling. Concluded a second reading and ordered for a third reading. No further action by the end of the legislative session.

Refiled in the 193rd (Current) session of the legislature as Bill HD.118.

<https://malegislature.gov/Bills/193/HD118>

Status: House referred to committee on Election Laws 2/16/23, senate concurred; Joint hearing scheduled 6/21/23; reporting deadline extended to 3/19/24.

- **STM 2022-3: Article 14** – LEXHAB Reorganization

Filed in the 193rd (Current) session of the legislature as Bill HD.119. An Act reorganizing the Lexington Housing Assistance Board, Inc <https://malegislature.gov/Bills/193/HD119>

Status: Filed as H3775 in the 193rd (Current) session of the Legislature. Transmitted to the Secretary of State on 3/22/23 and returned to the House from the Secretary of State on 4/12/23. Referred to

the committee on housing on 4/13/23; joint hearing 6/26/23; reported favorably out of committee and referred to House Steering, Policy and Scheduling on 10/18/23; House second reading and ordered to third reading on 11/20/23; House third reading and passed to be engrossed on 12/7/23. Senate read on 12/11/23; Senate second reading and ordered to third reading 1/18/24. Technical suggestions by Senate counsel scheduled for discussion 3/12/24.

- *STM 2023-1 Article 9* Rank Choice Voting for town wide offices

Filed as H.4223 in the 193rd (Current) session of the legislature. An Act Establishing Ranked Choice Voting for Certain Offices in the Town of Lexington. Referred to House committee on Election Laws 12/21/23, Senate concurred. House reporting date extended to 3/19/24.

2025: The 250th Anniversary of the Battle of Lexington

The Semiquincentennial Commission (Lex250) continued their work on helping the Town of Lexington plan events for the 250th Anniversary of the Battle of Lexington. The Semiquincentennial Commission-Lex250 continues to meet at least twice a month and accomplishments in the past year include:

- forming a collaborative partnership with the towns of Arlington, Lincoln, Concord and Minuteman National Historic Park so as to coordinate schedules and resources. This also included signing an Inter Municipal Agreement (IMA) among the four town to share in services in relation to the planning of events. The collaborative 250th towns met quarterly in 2023 and now meet every other month in 2024.
- Working with the collaborative towns, the committee identified Saturday, April 19, 2025 as the day the majority of large events will take place in Lexington.
- Selected and hired a public relations firm to handle publicity, crisis communication and dedicated website build and management.
- Added five additional members to the Semiquincentennial Commission-Lex250 with experience in fundraising, transportation planning, publicity and security as we all as added a second Select Board Member.
- Attended the America250 Press Conference in Boston for the 250th Anniversary of the Boston Tea Party and also attended the quarterly meeting of REV250 the state level group coordinating events related to the 250th anniversary.
- pHeld a successful community meeting update and information gathering session in late January 2024 at the Community Center.

MESSAGE OF THE SELECT BOARD

Massachusetts law requires that the Select Board, prior to the Annual Town Meeting, issue an Annual Report for use by the residents of the Town. The 2024 Annual Town Report presented here provides, among other things, financial data relating to the Town for the fiscal year 2024, covering the period from July 1, 2023, through June 30, 2024. Additionally, the report includes highlights of accomplishments from the many departments, boards, committees, and commissions responsible for the governance of Lexington.

This Annual Town Report is just one of several ways for residents to stay informed about what is happening in the Town. The Town’s website at lexingtonma.gov remains a valuable resource for accessing information about meetings, budgets, and committee work. All meetings of the elected boards—Select Board, School Committee, and Planning Board—are covered by LexMedia, our Public, Educational, and Governmental (PEG) access provider, and broadcast by all three of the Town’s cable television providers. Additionally, LexMedia continues to cover other town meetings and community events.

Residents are encouraged to sign up for CodeRED, the Town’s emergency notification system, which provides texts, emails, and automated phone calls about closings, detours, or emergencies. You can also sign up for the Townwide news email, or periodic emails and e-newsletters from specific departments and boards/committees. Follow the Town’s social media accounts on Facebook and X.com for more real-time updates on town happenings.

The Select Board extends its thanks and appreciation to the Town Manager, James Malloy, his exceptional staff, and the dedicated town employees whose hard work makes Lexington a desirable place to live, work, and visit. The Select Board would like to formally acknowledge the many residents who volunteer their time to serve on our boards, committees, and commissions. Their tireless efforts contribute immensely to Lexington’s success and vitality. As we move forward, the continued civic engagement of our community will be key to meeting future challenges and ensuring that Lexington remains a vibrant and thriving Town for all.

- Douglas M. Lucente
- Joseph N. Pato
- Suzanne E. Barry
- Jill I. Hai
- Mark D. Sandeen

SELECT BOARD

Five members, elected by the voters at-large to overlapping 3-year terms: Joseph N. Pato, Chair, Suzanne E. Barry, Vice-Chair, Jill I. Hai, Douglas M. Lucente, and Mark D. Sandeen. In March 2024, Ms. Hai was re-elected to a three-year term. At their annual reorganization after the conclusion of Town Meeting in April, the Board appointed Mr. Lucente Chair and Ms. Hai Vice-Chair.

FY2024 was a productive year for the Select Board, marked by progress in housing, infrastructure, and sustainability. The completion of the Battle Green Streetscape Project

enhanced the accessibility and appeal of Lexington's historic center, while the Town welcomed new businesses to the Center and East Lexington, enriching the local economy and community spaces.

The Select Board took significant strides in environmental sustainability, completing the new solar-ready Police Station and advancing plans for additional solar energy projects expected to be completed by Spring 2025. These efforts align with the Town's long-term net-zero emissions goals and continue to build Lexington's reputation as a leader in sustainable development.

On housing, the Select Board established the Affordable Housing Trust and moved forward with development plans on Town-owned property to address local housing needs. Lexington's early adoption of state-mandated MBTA zoning requirements set a precedent for inclusive and diverse housing options.

A key focus of our fiscal and planning efforts this year has been the Lexington High School Building Project, anticipated to be the largest capital project in the Town's history. The Board is working closely with the Massachusetts School Building Authority (MSBA) through an ongoing Feasibility Study. Final design and funding decisions are expected in the next fiscal year.

The Board also took action to address community concerns about the proposed Hanscom Field expansion, working with neighboring towns to advocate against increased noise and environmental impacts. Through careful planning, leveraging state and federal funds, and prioritizing community engagement, the Select Board remains committed to ensuring balanced growth and sustainability as the Town prepares to celebrate the 250th anniversary of the Battle of Lexington in 2025.

Many of these initiatives are detailed further in the sections below. The Select Board remains dedicated to fostering a vibrant, inclusive, and sustainable community. FY 2024 was a testament to our collective resilience and commitment to proactive governance. We look forward to continuing our work with residents, businesses, and community organizations to make Lexington an even better place to live, work, and thrive.

Select Board Priorities for American Rescue Plan Act (ARPA) Spending

The Town of Lexington was allocated a total of \$ 9,903,381 in American Recue Act Funding (ARPA), aimed at addressing the impacts of the COVID-19 pandemic and fostering recovery across critical sectors.

As of June 30, 2024, the Select Board has approved spending totaling \$ 9,378,551 The funds have been allocated to the following initiative areas:

Economic Stimulus & Resiliency: The largest portion, approximately 36% of the funds or \$3,331,261 was earmarked to support our local economy, including bolstering the cultural sector, aiding small businesses, enhancing community events, updating digital platforms, improving public spaces, and fostering bikeway mobility and engagement.

Public Health & Safety: With 27% of the funding or \$2,515,487, this area focused on bolstering the town's health department, public safety, mental health measures and training in response to the pandemic.

Housing: 15% of the funds or \$1,440,545 were allocated to address housing needs, ensuring support for those affected by the pandemic in securing stable housing.

Pandemic Response: 13% of the funds or \$1,370,986 were directly used for pandemic-related expenditures, including testing, vaccination programs, other immediate health needs and technology upgrades.

PIRs (Program Improvement Requests): 6% of the funds or \$540,204 have been utilized for enhancing the Food Waste Program, acquiring a new electric vehicle for the Health Department, and formulating an ADA Town Building Self Evaluation and Transition Plan.

Food Insecurity: A smaller, yet crucial 2% of the funds or \$180,068 addressed food insecurity, ensuring that residents affected by the pandemic have access to necessary resources.

The Participatory Budgeting (PB) process implemented in the previous year, which actively engaged our residents in the decision-making process, leading to impactful community projects. However, given the stipulation that all ARPA funds must be committed by December 31, 2024, the continuation of the PB process will not be feasible this calendar year. Further, it is important to note that, despite concerted efforts, the initiative to establish a Dog Park will not proceed due to the inability to identify a suitable location within the time frames for ARPA spending. We extend our gratitude to all residents who participated in the PB process, contributing valuable insights and demonstrating the strength of our community's collective vision.

With an available balance of \$524,830, the Select Board is dedicated to navigate the final phase of ARPA fund allocation and utilization. The Select Board remains committed to ensuring that these resources are deployed in a manner that maximizes benefits for our community, adhering to the guiding principles of transparency, equity, and strategic impact.

Lexington High School Building Project

Updating Lexington High School through renovation and addition or as a new build is likely to be the most ambitious and expensive project undertaken by the Town of Lexington. Planning for this project has been ongoing for years leading to the 2017 LHS Visioning process, the 2019 LPS Strategic Plan and the creation of the Master Planning Advisory Committee during the 2018-2019 year. In 2022 Lexington was invited into the Massachusetts School Building Authority (MSBA) program beginning the current process for the project. As required by the MSBA, The School Building Committee (SBC) was appointed to oversee and facilitate the project.

Progress and Milestones:

Significant FY24 Milestones:

- Winter 2022, Completion of Module 1: Eligibility – The MSBA determined that the district was eligible to proceed with developing a project and set the enrollment capacity for the project to be 2395 students.
- Fall 2023, Completion of Module 2: Formation of Team –

- Owner’s Project Manager – this firm provides project management guidance to Lexington throughout the life of the project and shepherds the project through the MSBA process. The MSBA accepted Lexington’s recommendation to hire Dore and Whittier.
- Design Team – this is the architecture firm that develops the design for the project. SMMA was hired having been the top finalist as determined by the MSBA selection panel.
- Ongoing, Module 3: Feasibility Study – in which the MSBA and Lexington stakeholders will determine if a new high school is warranted or if a combination of new and renovated spaces is the best path forward.

The design team held 5 community outreach sessions, numerous focus group meetings and developed 18 project concepts that satisfy the educational program as presented to the MSBA. In the spring of 2024, the School Building Committee reduced this set to 5. Three of the concepts are new construction on existing fields. One concept is a partial renovation with a substantial addition on the current area of the high school. One concept is an all-new phased in-place construction project replacing the old high school.

Looking forward, the SBC expects to select a single concept in November of 2024. This concept will be submitted to the MSBA and if accepted will be the subject of detailed designs.

Financial Planning:

2024 Annual Town Meeting appropriated \$10M for design funds for the project via article 26. The next major funding action by Town Meeting is expected to occur at a Special Town Meeting near the end of 2025 followed by a town-wide debt exclusion vote.

The Town established the Capital Stabilization Fund (CSF) almost a decade ago anticipating the needs of large capital projects like the high school. A policy revision in Fall 2021 allocated new levy growth from specified commercial and industrial development to the CSF, rather than that growth becoming part of general revenue. The CSF plays a crucial role in our fiscal strategy and this dedicated income stream is planned to be allocated to offset a portion of the debt service for the high school project.

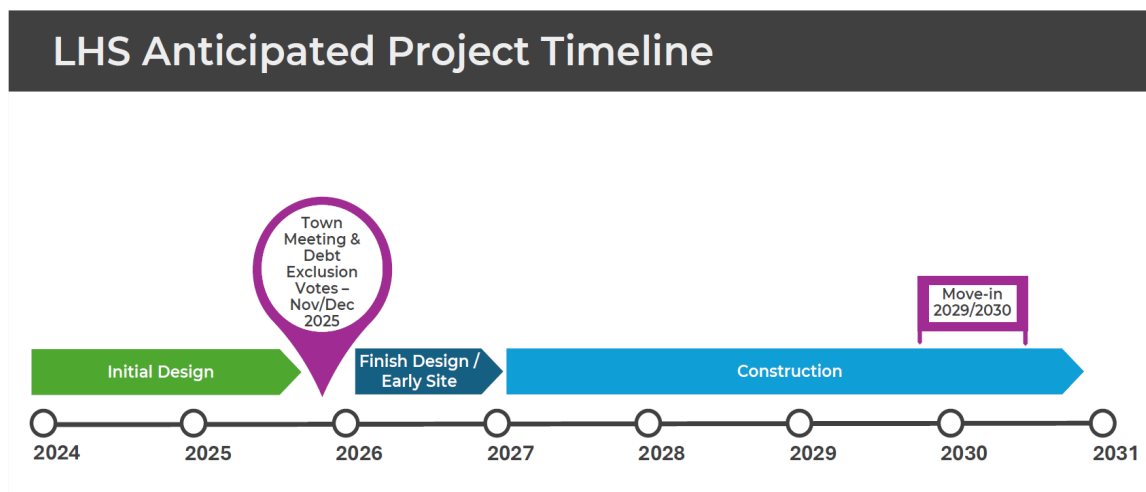
Challenges and Solutions:

- Cost: For the past decade, the Town anticipated that this project would cost between \$350M and \$500M. Preliminary ballpark estimates developed by professional estimating firms, however, place the cost at more than \$600M. The estimators have taken the experience of other Massachusetts high school building projects and added Covid-era construction inflation to develop these projections. Actual costs won’t be known until the design is complete and construction bids have been submitted.

- **Enrollment Size:** The MSBA authorized an enrollment target of 2395 students. This level was increased from their initial target based on the likely effects of changes to zoning in response to the MBTA Communities Act. Nonetheless, there is concern that the community may grow larger than projected and that space will be insufficient. The designers are including expansion plans in their proposals and the SBC is considering including central administration space in the initial facility designed to be easily converted to classrooms if needed. Note that the cost of necessary repairs at the old Harrington School is roughly comparable to the cost of new space at LHS.
- **Athletic Programs:** Some disruption to academic and municipal athletic programs is anticipated. Some concepts involve relocating playing fields to the general area of the existing high school if a new building is built on existing fields. In-place concepts, new and renovation/addition, also disrupt some fields during construction to host temporary classrooms and/or construction lay-down areas. Creation of new fields replacing the old Harrington School (currently central administration) is being explored to mitigate some of the disruption during construction but are not included in current cost projections. Additional mitigation measures are being explored.
- **Field House and Aquatics:** Some members of the community seek a new significantly larger field house. Others seek the addition of an indoor pool facility. The MSBA does not allow new field houses or pools to be included in a project. They do allow renovations to existing field houses. Community discussions are ongoing to see if or how these projects should be factored into the high school project.

Detailed information about the project is publicly available at:

<https://lhsproject.lexingtonma.org> The current expected timeline for the LHS Project is illustrated below. Occupancy in the new or renovated facility is expected at the end of this decade or early in the next.



Economic Development and Commercial Initiatives

In the past fiscal year, the Select Board has been working to support initiatives which stimulate economic development and commercial expansion within the town, revitalize the downtown

area and support activation in East Lexington. Among the key strategies has been the formation of strong partnerships with local business associations and individual businesses including through the Select Board's advisory committees, the Economic Development Advisory Committee and the Center Committee. Additionally, the Select Board Chair and Vice Chair continue to participate in the Quarterly Roundtable discussions organized by the Economic Development Department. These meetings involve the Town Manager, two Select Board Members, the Assistant Town Manager for Development, and Economic Development staff. Business owners from various parts of the town, including the Center and East Lexington, participate in these discussions to provide direct feedback on issues they face in opening, operating and sustaining their businesses. This collaborative approach has allowed the Board to understand unique challenges faced by local businesses.

In November 2023, the Select Board engaged Mullin Associates and Fuss and O'Neill to conduct a community charette on our collective vision and opportunities for the Center. Approximately 150 residents participated over two days of workshops to create guidance and incentives toward the future of a vibrant, prosperous, walkable center. The report - "Lexington Center: The Journey Forward". (<https://lexingtonma.gov/DocumentCenter/View/11364/Center-Charrette-Report?bidId=>) is available on the Select Board webpage.

The Battle Green Streetscape project was completed during FY24. Aimed at enhancing pedestrian and traffic safety, this initiative also serves to support connectivity and accessibility. Several new proposals, compliant with the zoning changes introduced via the MBTA Zoning initiative were also introduced.

Welcoming new businesses continues to be a focus of the Board. In FY24 we welcomed three delicious new small businesses to Lexington Center, Nouve Bakery, Galaray House and Revival Café, as well as two new life science facilities, Novo Nordisk and Nikon. These new businesses not only diversify the local economy and provide jobs and new gathering spots for the community, but also add to the town's tax revenue.

The new state designation of our cultural district, which spans Massachusetts Avenue from Hastings Park to Pleasant Street, is poised to become a focal point for both cultural and economic growth. Preparations for the 250th anniversary of the historic Battle of Lexington in 2025 are in full swing, with kick off events held on April 19, 2024 attracting state leaders and international diplomats.

Financial investments have also been strategically employed to stimulate growth. Among these were funding for the new tourism website (<https://www.tourlexington.us>), the continuing Senior Parking Pass Program, which offers free parking to residents aged 65 or older, and the allocation of ARPA funds for arts and culture events. Additionally, ARPA funds have been deployed to improve connectivity between East Lexington businesses and the Minuteman Bikeway.

The Select Board aims to achieve a harmonious balance between economic growth and community values; providing access to a diverse mix of businesses and fostering quality job opportunities across various industries. Furthermore, the Board is committed to a balanced tax policy that benefits both residents and businesses. Through these multifaceted initiatives, Lexington is striving for a future that is economically robust and inclusively sustainable.

Housing Initiatives and Updates

Affordable Housing Trust: One of the Select Board's goals is "increasing diversity of housing stock". Town Meeting adopted a motion creating the Lexington Affordable Housing Trust (AHT) via Article 12 of STM 22-3. The AHT was officially established February 28, 2023. Annual Town Meeting 2023 and 2024 approved funding of the AHT. This funding allows the AHT to operate nimbly in the market, independent of Town Meeting timing. The Affordable Housing Trust approved funding requests from LexHAB to enable the purchase of two properties, a 2-family home and a single-family home with 4 bedrooms.

Annual Town Meeting 2024 also approved Article 33 by a vote of 171-5-5, authorizing the Select Board to seek affordable housing on Town owned property located on Lowell Street near the northeast corner of North Street. The Select Board has issued an RFP seeking proposals to build 100% affordable housing on this parcel.

Zoning Initiatives: State law adopted in 2021 requires all communities served by, or adjacent to communities served by, the MBTA to adopt zoning which permits by-right, multi-family housing under specific conditions. The Planning Board brought Article 34 to Annual Town Meeting 2023 to fulfill these requirements and further the goals of the Town's 2022 Comprehensive Plan. Article 34 created several overlay districts with inclusionary housing requirements. Lexington was widely recognized as the first community to fulfill this state obligation. Town staff are currently reviewing multi-family housing proposals in several MBTA zoning overlay districts that are expected to produce over 1,000 units of multi-family housing and over 150 units of inclusionary housing.

Annual Town Meeting 2023 approved Article 33 Special Residential Development (SRD) by a vote of 146-22-10. The Planning Board has approved the first SRD proposal for 10 units of housing, including one unit of inclusionary housing.

Lexington Housing Assistance Board (LexHAB): The Select Board allocated \$1,455,000 in American Rescue Plan Act (ARPA) funds for the acquisition of one- and two-family houses by LexHAB, which are now included in the Subsidized Housing Index.

Special Town Meeting 2022-3 overwhelmingly approved Article 14, authorizing the Select Board to submit a Home Rule Petition to amend LexHAB's enabling legislation, to make it an independent non-profit entity. Upon approval, LexHAB will become a 501(c)(3) organization, able to use a combination of state, federal, and private funding sources to acquire or develop affordable housing. This will enhance LexHAB's ability to create affordable housing more efficiently and cost effectively. The Select Board approved changes to the proposed Home Rule legislation requested by the legislature. Final legislative approval is expected before the end of 2024.

Update on Municipal Building Projects

The Board continues to address the issues of maintaining and improving our municipal and school building infrastructure. The following section includes the current status of Lexington's building projects. The Lexington High School building project is covered in the Lexington High School section of this report.

Westview Cemetery Administration Building

Start Date: April 2022

Project Completion Date: August 2023

Project Budget: \$4,330,000

Funding: ATM 2017-Article 12o /ATM 2020-Article 16k / STM 2021-1 Article 7

Design funding of \$270,000 was approved at ATM 2017. Initial construction funding of \$3,290,000 was approved at ATM 2020 under Article 16k. Initial construction bids came in higher than the appropriated amount. As a result, Town Meeting approved additional construction funding of \$770,000 at STM 2021-1 under Article 7. Construction was completed and the building occupied in August 2023. A solar energy system will be installed in compliance with the Town's net zero renewable energy policy goals. Construction of the solar energy system is expected to be completed during the summer of 2024.

Lexington Police Station

Appropriation: \$34,517,622

Status: Police Station Construction Complete – June 2024

Funding: ATM 2018-Article 14 / STM 2021-1 Article 5a /STM 2022-1 Article 2 / ATM 2023 Article 16(i)

The Lexington Police Department moved into the new Police Station facility in June 2024. The Police Station building was constructed in compliance with the Town's Integrated Building Design and Construction Policy and is solar ready in furtherance of the Town's net zero renewable energy policy goals. The building design and construction includes all of the infrastructure necessary to support onsite solar energy generation and energy storage systems designed to reduce the building's energy consumption and peak demand charges, while improving the building's resilience in the event of power outages and enabling high speed electric vehicle charging for the Police Department's electric vehicle fleet.

The solar energy canopy design went through an extensive public process to secure approval of a design that is appropriate for the neighborhood and meets the requirements of the Historic Districts Commission. The Historic Districts Commission issued a Certificate of Appropriateness in November 2023. Construction of the footings for the canopy has been completed. Solar canopy and energy storage system construction is expected to be completed by the Spring of 2025.

Old Reservoir Bath House Renovation

Appropriation: \$620,000

Status: Construction start July 2024

Funding: ATM 2019-Article 14g

Initial bids received by the Town exceeded the appropriation approved by Town Meeting. The Department of Public Facilities and Recreation Department staff proposed design changes and procurement alternatives to lower overall project costs. DPF went out to bid a second time and the bids received were still well above the appropriation approved by Town Meeting. The Department of Public Facilities is now working with the Lexington Recreation Department to renovate the inside of the building to meet the Americans with Disabilities Act (ADA) requirements as recommended in the 2017 ADA study.

A new standing seam metal roof has been installed and site work is underway. The renovations will include a check-in counter and program space, as well as three ADA rest rooms with hands

free fixtures. ADA parking will also be added at the head of the trail to the building. The renovation project will also address accessibility issues in the Bathhouse, as well as the walkway and surrounding site. The project is due to be completed by the end of 2024.

Center Bathroom & Maintenance Building Renovation

Appropriation: \$780,000

Project Completion Date: November 2023

Funding: ATM 2020-Article 16b / ATM 2021-Article 16g / ATM 2022-Article 10e

2020 Annual Town Meeting approved \$100,000 in design and engineering funds for the Center Bathroom building renovation project. At the 2021 Annual Town Meeting, the Select Board recommended indefinite postponement of warrant article 16g requesting \$915,000 in construction funding to a future Town Meeting. 2022 ATM approved warrant article 10e requesting \$680,000 in funding for this project. The renovation of the Center Bathroom facility was completed in November 2023 with an official opening and ribbon cutting ceremony in April 2024.

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Presentation - 2025 ATM Warrant Zoning Articles

PRESENTER:

Abby McCabe, Planning Director and
Michael Schanbacher, Planning Board
Chair

ITEM NUMBER:

I.7

SUMMARY:

Category: Informing

SUGGESTED MOTION:

FOLLOW-UP:

DATE AND APPROXIMATE TIME ON AGENDA:

3/10/2025

7:45pm

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Art 29 bicycle motion (Refer PB)	Backup Material
<input type="checkbox"/> Art 30 inclusionary housing presentation	Presentation
<input type="checkbox"/> Art 33 accessory presentation	Presentation
<input type="checkbox"/> PB zoning article overview (Art 29-33)	Presentation
<input type="checkbox"/> PB Zoning Amendment language- motions draft Art 29-33	Backup Material

Town of Lexington
Motion
2025 Annual Town Meeting

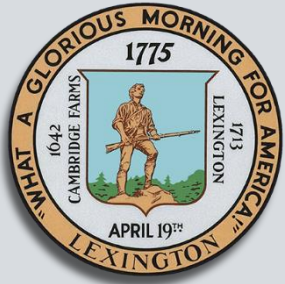
ARTICLE 29

AMEND ZONING BYLAW - BICYCLE PARKING

MOTION:

That this article be referred back to the Planning Board.

(03/04/2025)



Annual Town Meeting

2025

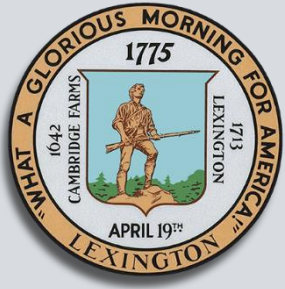
Article 30

**Amend Zoning Bylaw –
Inclusionary Housing for Special Residential Developments**



Inclusionary Housing in SRDs

- The amount of inclusionary (affordable) housing in a Special Residential Development is currently 15% of the largest development that could be built, creating a strong incentive to always build the largest possible development.
- Basing the amount of inclusionary housing on the development as actually proposed makes smaller developments feasible, allowing developers to respond to concerns about size.



Zoning Text

6.9.8.1 Inclusionary Dwelling Units.

a. At least 15% of the **total gross floor area of all dwelling units other than inclusionary dwelling units sum of (1) the total area of all lots in the proof plan multiplied by 0.16 and (2) 4,550 square feet multiplied by the number of lots shown on the proof plan** shall be incorporated into inclusionary dwelling units, as defined by regulations promulgated by the Planning Board pursuant to §6.9.8.5 (the "inclusionary GFA"). At least two-thirds of the inclusionary GFA shall be incorporated into dwelling units eligible for inclusion on the Town's Subsidized Housing Inventory as determined by **the Massachusetts Department of Housing and Community Development EOHLC** and shall remain affordable in perpetuity.

6.9.8.6 A special residential development with six or fewer market-rate dwelling units shall be permitted to meet the requirements of this section by making a payment to the Town's Affordable Housing Trust in an amount equal to the estimated construction cost of 15% of the **total gross floor area of all dwelling units other than inclusionary dwelling units GFA permitted under the proof plan submitted pursuant to § 6.9.4**, as determined in accordance with regulations to be promulgated by the Planning Board.



Annual Town Meeting

2025

Article 33

Amend Zoning Bylaw – Accessory Uses

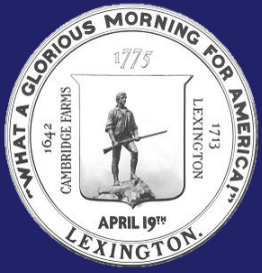


Bylaw Enforcement

3.2.1 General. Any use or structure not listed as an accessory use in Table 1 is permitted as an accessory use provided it is a use or structure that is customary and incidental to a principal use or structure permitted by Table 1 and conforms to all other provisions of this bylaw, ~~and complies with all other Town bylaws or General Laws.~~

It is not appropriate or practical to enforce non-zoning bylaws through the Zoning Bylaw.

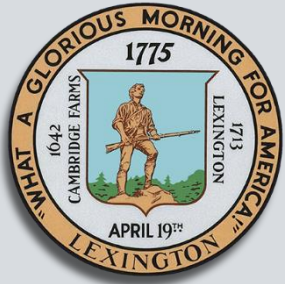
- Permit-granting and enforcement entities do not have the necessary expertise.
- Bylaws should be enforced by the entities they designate.



Bicycle Parking Requirements

Article 29: Amend Zoning Bylaw – Bicycle Parking

Planning Board recommends Town Meeting *refer* this article back to the Planning Board.



Annual Town Meeting

2025

Article 30

**Amend Zoning Bylaw –
Inclusionary Housing for Special Residential Developments**



Inclusionary Housing in SRDs

- The amount of inclusionary (affordable) housing in a Special Residential Development is currently 15% of the largest development that could be built, creating a strong incentive to always build the largest possible development.
- Basing the amount of inclusionary housing on the development as actually proposed makes smaller developments feasible, allowing developers to respond to concerns about size.

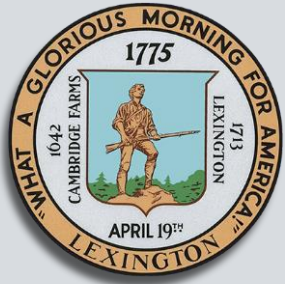


Zoning Text

6.9.8.1 Inclusionary Dwelling Units.

a. At least 15% of the **total gross floor area of all dwelling units other than inclusionary dwelling units sum of (1) the total area of all lots in the proof plan multiplied by 0.16 and (2) 4,550 square feet multiplied by the number of lots shown on the proof plan** shall be incorporated into inclusionary dwelling units, as defined by regulations promulgated by the Planning Board pursuant to §6.9.8.5 (the "inclusionary GFA"). At least two-thirds of the inclusionary GFA shall be incorporated into dwelling units eligible for inclusion on the Town's Subsidized Housing Inventory as determined by **the Massachusetts Department of Housing and Community Development EOHLC** and shall remain affordable in perpetuity.

6.9.8.6 A special residential development with six or fewer market-rate dwelling units shall be permitted to meet the requirements of this section by making a payment to the Town's Affordable Housing Trust in an amount equal to the estimated construction cost of 15% of the **total gross floor area of all dwelling units other than inclusionary dwelling units GFA permitted under the proof plan submitted pursuant to § 6.9.4**, as determined in accordance with regulations to be promulgated by the Planning Board.



Article 31

Amend Zoning Bylaw - National Flood Insurance (NFI) District (Sec. 7.1)



Flood Insurance Rate MAP (FIRM)

- FEMA's updated Flood Insurance Rate Maps finalized
- Effective on July 8, 2025
- Municipal Regulations and Standards must be adopted to participate in the National Flood Insurance Program
- New map panels
- Zoning Bylaw updated to match FEMA's Model Bylaw

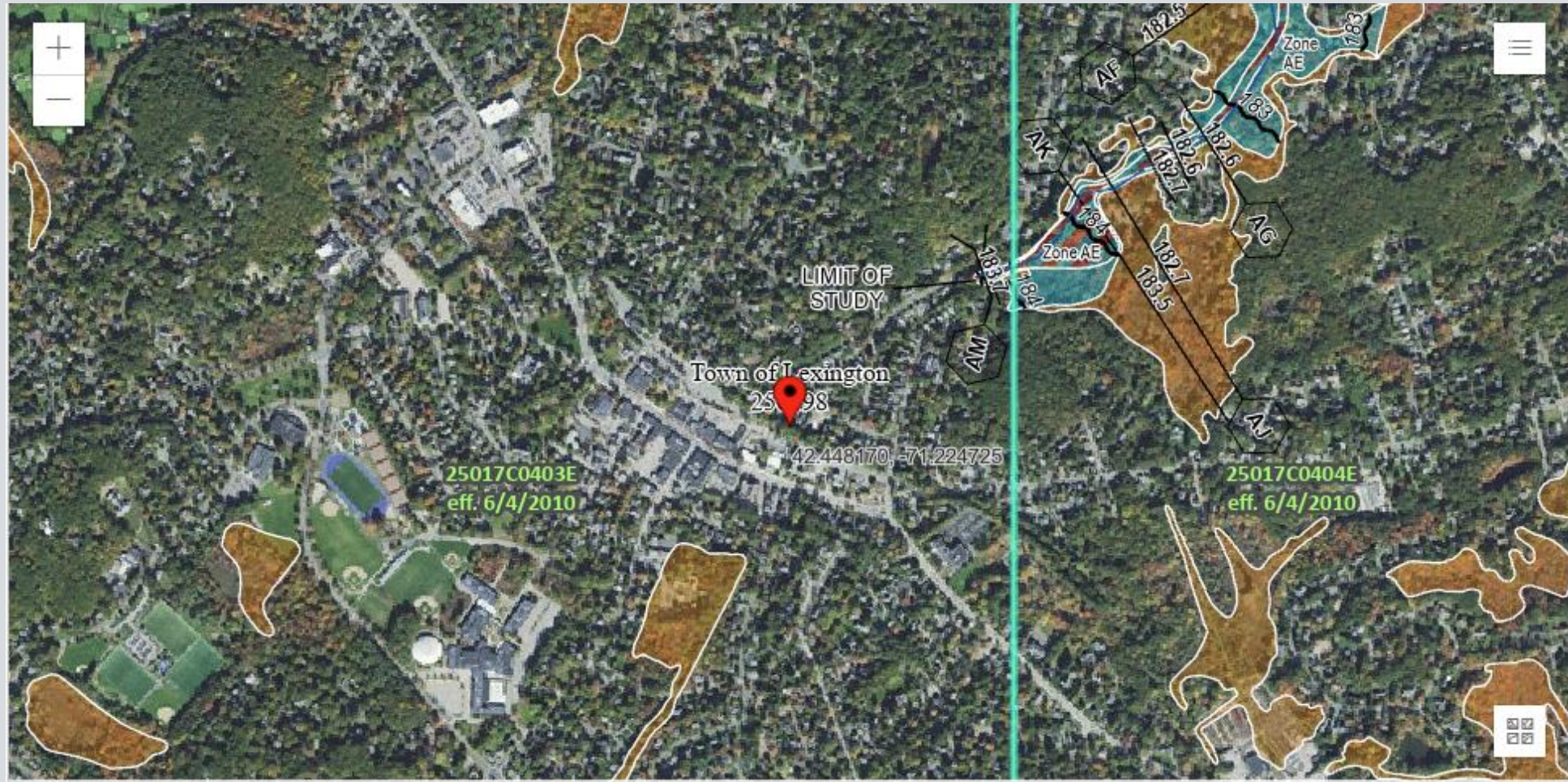


National Flood Insurance

- Zoning Bylaw Section 7.1 National Flood Insurance (NFI) District amended as follows:
 - Updates purpose
 - References July 8, 2025 Flood Maps
 - Requires base flood elevations for each parcel in developments >5 acres
 - Adds in notifications to MA DCR, FEMA, & adjacent communities
 - Additional prohibitions in Zones AE
 - Permits required for development in Floodplain Overlay District
 - State variance provisions
 - Adds new definitions and FEMA's recommended language



FEMA Flood Map Center [link](#)





Each FIRM Map Panels

- On Planning Board Annual Town Meeting [webpage](#)

Article 31: Amend Zoning Bylaw and Zoning Map – National Flood Insurance (NFI) District

This article would amend Section 7.1 of the Zoning Bylaw for National Flood Insurance (NFI) District and the Zoning Map to reference updated FEMA Flood Insurance Rate Maps (FIRMs); update Section 10.0 of the Zoning Bylaw for Definitions, and update various Section of 7.1 to comply with FEMA's Standards and Regulations, including permit requirements and to reference the updated FEMA maps going into effect July 8, 2025.

[View proposed zoning motion text](#)

FEMA's Preliminary Maps to go into effect on July 8, 2025:

[/DocumentCenter/View/13619](#) [/DocumentCenter/View/13614](#) [/DocumentCenter/View/13608](#)

[/DocumentCenter/View/13618](#) [/DocumentCenter/View/13613](#)

[/DocumentCenter/View/13617](#) [/DocumentCenter/View/13612](#)

[/DocumentCenter/View/13616](#) [/DocumentCenter/View/13611](#)

[/DocumentCenter/View/13615](#) [/DocumentCenter/View/13610](#)

Link to [FEMA's Flood Map Service Center](#)

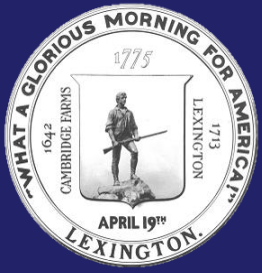
You may view these changes by visiting [FEMA's Map Changes Viewer](#)



Article 32

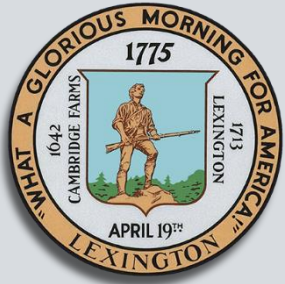
Technical Corrections

2025 Annual Town Meeting



Article 32 Technical Corrections

- Delete §135-9.4.1.1.a. Reference to the old Special Permit Residential Development
- Amend §135-5.5.8 by deleting “or a special permit with site plan review”
- Amend §135-5.5.9 by deleting “or special permit with site plan review”



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Article 33

Amend Zoning Bylaw – Accessory Uses



Bylaw Enforcement

3.2.1 General. Any use or structure not listed as an accessory use in Table 1 is permitted as an accessory use provided it is a use or structure that is customary and incidental to a principal use or structure permitted by Table 1 and conforms to all other provisions of this bylaw, ~~and complies with all other Town bylaws or General Laws.~~

It is not appropriate or practical to enforce non-zoning bylaws through the Zoning Bylaw.

- Permit-granting and enforcement entities do not have the necessary expertise.
- Bylaws should be enforced by the entities they designate.

Town of Lexington
Motion
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ARTICLE 29 AMEND ZONING BYLAW – BICYCLE PARKING

MOTION:

That the Zoning Bylaw, Chapter 135 of the Code of Town of Lexington, be amended as follows:

1. Replace §135-5.1.8 with the following:

5.1.8 Bicycle Parking Facilities.

1. Long-term bicycle parking for employees and residents.
 - a. Where §5.1.4 requires 9 or more motor vehicle parking spaces on a lot for office, manufacturing, research or laboratory uses, at least 1 long-term bicycle parking space shall be provided. One additional long-term bicycle parking space shall be provided for each additional 30 required motor vehicle parking spaces.
 - b. For multi-family housing, at least 1.5 long-term bicycle parking spaces per dwelling unit shall be provided.
 - c. Long-term bicycle parking shall be protected from the elements and in a secure location.
2. Short-term bicycle parking for customers and visitors.
 - a. Where §5.1.4 requires 9 or more motor vehicle parking spaces on a lot for office, manufacturing, research or laboratory uses, at least 1 short-term bicycle parking space shall be provided. One additional short-term bicycle parking space shall be provided for each additional 30 required motor vehicle parking spaces.
 - b. Where §5.1.4 requires 9 or more motor vehicle parking spaces on a lot for other nonresidential uses, at least 2 short-term bicycle parking spaces shall be provided.
 - c. For multi-family housing, at least 0.1 short-term bicycle parking spaces per dwelling unit shall be provided.
 - d. Short-term bicycle parking spaces shall be visible and convenient to a building entrance, be visible (where possible) from a public way, and be at least two feet from any wall or other obstruction.
3. Design.
 - a. Bicycle parking shall not cause obstruction of pedestrian or motor vehicle traffic.
 - b. Bicycle parking shall be situated in such a way that normal snow removal activities and snow storage do not impact the bicycle parking facility.
 - c. Each bicycle parking space shall be sufficient to accommodate a bicycle six feet in length and two feet in width.
 - d. Bicycle parking spaces shall include apparatus to which the frame and wheel of a parked bicycle may be attached; installed in a visible location to deter vandalism and theft; and permanently mounted to the ground or to a building or other immovable structure. Inverted-U-frame or other racks that support the bicycle at two or more points above the center of gravity are required.
 - e. Where there are multiple rows of bicycle parking there shall be a pedestrian aisle with clearance of a minimum of five feet between bicycle racks.
4. Site Plan Review. For projects requiring site plan review, the Planning Board may waive any provisions of this §5.1.8.

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(3/4/2025)

Town of Lexington
Motion
2025 Annual Town Meeting

**ARTICLE 30 AMEND ZONING BYLAW – INCLUSIONARY HOUSING FOR
SPECIAL RESIDENTIAL DEVELOPMENTS**

MOTION:

That the Zoning Bylaw, Chapter 135 of the Code of the Town of Lexington, be amended as follows, where ~~struck through~~ text is to be removed and underlined text is to be added:

1. Amend § 135-6.9.8 as follows:

1. Inclusionary Dwelling Units.

a. At least 15% of the total gross floor area of all dwelling units other than inclusionary dwelling units ~~sum of (1) the total area of all lots in the proof plan multiplied by 0.16 and (2) 4,550 square feet multiplied by the number of lots shown on the proof plan~~ shall be incorporated into inclusionary dwelling units, as defined by regulations promulgated by the Planning Board pursuant to § 6.9.8.5 (the "inclusionary GFA"). At least two-thirds of the inclusionary GFA shall be incorporated into dwelling units eligible for inclusion on the Town's Subsidized Housing Inventory as determined by ~~the Massachusetts Department of Housing and Community Development~~ EOHLC and shall remain affordable in perpetuity.

6. A special residential development with six or fewer market-rate dwelling units shall be permitted to meet the requirements of this section by making a payment to the Town's Affordable Housing Trust in an amount equal to the estimated construction cost of 15% of the total gross floor area of all dwelling units other than inclusionary dwelling units ~~GFA permitted under the proof plan submitted pursuant to § 6.9.4~~, as determined in accordance with regulations to be promulgated by the Planning Board.

(3/4/2025)

Town of Lexington
Motion
2025 Annual Town Meeting

**ARTICLE 31 AMEND ZONING BYLAW -NATIONAL FLOOD INSURANCE
(NFI) DISTRICT**

MOTION:

That the Zoning Bylaw, Chapter 135 of the Code of the Town of Lexington, be amended as follows, where struck through text is to be removed and underlined text is to be added, and further that non-substantive changes to the numbering of this Bylaw be permitted to comply with the numbering format of the Code of the Town of Lexington.

1) Amend § 135-7.1 as follows:

7.1 NATIONAL FLOOD INSURANCE (NFI) DISTRICT.

7.1.1 Purpose. ~~The purpose of this district is to insure public safety through reducing the threats to life and personal injury; eliminate new hazards to emergency response officials; prevent the occurrence of public emergencies resulting from water quality, contamination, and pollution due to flooding; avoid the loss of utility services which if damaged by flooding would disrupt or shut down the utility network and impact regions of the community beyond the site of flooding; eliminate costs associated with the response and cleanup of flooding conditions, and reduce damage to public and private property resulting from flooding waters.~~

1. Ensure public safety through reducing the threats to life and personal injury;

2. Eliminate new hazards to emergency response officials;

3. Prevent the occurrence of public emergencies resulting from water quality, contamination, and pollution due to flooding;

4. Avoid the loss of utility services which if damaged by flooding would disrupt or shut down the utility network and impact regions of the community beyond the site of flooding;

5. Eliminate costs associated with the response and cleanup of flooding conditions, and

6. Reduce damage to public and private property resulting from flooding waters.

7.1.2 Overlay District. The NFI District shall not supersede other zoning districts but shall be deemed to be superimposed over these other zoning districts.

7.1.3 Location. The NFI District includes all special flood hazard areas within the Town of Lexington designated as Zone A and AE on the Middlesex County, Massachusetts Flood Insurance Rate Map (FIRM) dated July 8, 2025 issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. ~~The map panels of the Middlesex County FIRM that are wholly or partially within the Town of Lexington are panel~~

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numbers 0382F, 0384F, 0392E, 0401E, 0402E, 0403E, 0404E, 0408E, 0411E, 0412E, 0414E, and 0416E, in effect as of July 6, 2016. The exact boundaries of the District may be defined by the 1%-change (one-hundred-year) base flood elevations shown on the FIRM and further defined by the Middlesex County Flood Insurance Study (FIS) report, in effect dated July 8, 2025 6, 2016. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Board, Building Official, Conservation Commission, and Engineering office and available on the Town website.

7.1.4 Base Flood Elevation and Floodway Data.

1. Floodway data. In Zones A and AE, along watercourses within the Town of Lexington that have not had a regulatory floodway designated, the best available federal, state, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.
2. Base flood elevation data. Base flood elevation data is required for subdivision proposals or other developments greater than 50 lots or five acres (whichever is less), the proponent must provide technical data to determine base flood elevations for each developable parcel shown on the design plans. ~~-, whichever is the lesser, within unnumbered A Zones.~~

7.1.5 Notification of Watercourse Alteration. In a riverine situation, the Conservation Floodplain Administrator shall notify the following of any alteration or relocation of a watercourse: ~~adjacent communities, NFIP State Coordinator, and NFIP Program Specialist.~~

1. Adjacent communities,
2. NFIP State Coordinator, Massachusetts Department of Conservation and Recreation, and
3. NFIP Program Specialist, Federal Emergency Management Agency, Region I.

7.1.6 Use Regulations.

1. All man-made changes to improved or unimproved real estate, including but not limited to building or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations in the NFI District, including structural and nonstructural activities, whether permitted by right or by special permit must be in compliance with MGL c. 131, § 40 and with the following:
 - a. Sections of the Massachusetts State Building Code (780 CMR) which address floodplain and coastal high hazard areas;
 - b. Wetlands Protection Regulations, Department of Environmental Protection (DEP) (currently 310 CMR 10.00);
 - c. Inland Wetlands Restriction, DEP (currently 310 CMR 13.00);
 - d. Minimum Requirements for the Subsurface Disposal of Sanitary Sewage, DEP

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(currently 310 CMR 15, Title 5);

2. Any variances from the provisions and requirements of the above-referenced state regulations may only be granted in accordance with the required variance procedures of these state regulations.
3. In Zones AE, along watercourses within the Town of Lexington that have a regulatory floodway designated on the Middlesex County FIRM Map, encroachments are prohibited in the regulatory floodway including fill, new construction, substantial improvements, and other development within the adopted regulatory floodway unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encouragement would not ~~which would~~ result in any increase in flood levels within the community during the occurrence of the base flood discharge.
4. All subdivision proposals must be designed to assure that:
 - a. Such proposals minimize flood damage;
 - b. All public utilities and facilities are located and constructed to minimize or eliminate flood damage; and
 - c. Adequate drainage is provided to reduce exposure to flood hazards.
5. Existing contour intervals of site and elevations of existing structures must be included on plan proposal.

7.1.7 Floodplain Administrator.

The Town Manager or their designee shall serve as the official Floodplain Administrator for the Town of Lexington.

7.1.8 Permits Required.

Permits are required for all proposed development in the Floodplain Overlay District, as required by the Floodplain Administrator or their designee. The Town requires a permit for all proposed construction or other development in the floodplain overlay district, including new construction or changes to existing buildings, placement of manufactured homes, placement of agricultural facilities, fences, sheds, storage facilities or drilling, mining, paving and any other development that might increase flooding or adversely impact flood risks to other properties.

7.1.9 Assure that all necessary permits are obtained.

The Town's permit review process includes the requirement that the proponent obtain all local, state and federal permits that will be necessary in order to carry out the proposed development

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in the floodplain overlay district. The proponent must acquire all necessary permits, and must demonstrate that all necessary permits have been acquired.

7.1.10 In A Zones, in the absence of FEMA BFE data and floodway data, the building department will obtain, review and reasonably utilize base flood elevation and floodway data available from a Federal, State, or other source as criteria for requiring new construction, substantial improvements, or other development in Zone A and as the basis for elevating residential structures to or above base flood level, for floodproofing or elevating nonresidential structures to or above base flood level, and for prohibiting encroachments in floodways.

7.1.11 In A and AE Zones, all recreational vehicles to be placed on a site must be elevated and anchored in accordance with the zone's regulations for foundation and elevation requirements or be on the site for less than 180 consecutive days or be fully licensed and highway ready.

7.1.12 If the Town acquires data that changes the base flood elevation in the FEMA mapped Special Flood Hazard Areas, the Town of Lexington will, within 6 months, notify FEMA of these changes by submitting the technical or scientific data that supports the change(s.) Notification shall be submitted to:

- NFIP State Coordinator, Massachusetts Department of Conservation and Recreation
- NFIP Program Specialist, Federal Emergency Management Agency, Region I

7.1.13 Variances to Floodplain Standards Issued by the State Building Code

The Town of Lexington will request from the State Building Code Appeals Board a written and/or audible copy of the portion of the hearing related to the variance, and will maintain this record in the community's files.

The Town of Lexington shall also issue a letter to the property owner regarding potential impacts to the annual premiums for the flood insurance policy covering that property, in writing over the signature of a community official that (i) the issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage and (ii) such construction below the base flood level increases risks to life and property.

Such notification shall be maintained with the record of all variance actions for the referenced development in the floodplain overlay district.

7.1.14 Other Variances

A variance from these floodplain bylaws must meet the requirements set out by State law, and may only be granted if:

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- 1) Good and sufficient cause and exceptional non-financial hardship exist;
- 2) the variance will not result in additional threats to public safety, extraordinary public expense, or fraud or victimization of the public; and
- 3) the variance is the minimum action necessary to afford relief.

7.1.15 Abrogation and Greater Restriction

The floodplain management regulations found in this Floodplain Overlay District section shall take precedence over any less restrictive conflicting local laws, ordinances or codes.

7.1.16 Disclaimer of Liability

The degree of flood protection required by this bylaw is considered reasonable but does not imply total flood protection.

7.1.18 Definitions. The following words shall be defined as in this subsection 7.1.18 for the purposes of this Section 7.1.

DEVELOPMENT

Any man-made change to improved or unimproved real estate, including but not limited to building or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials. [US Code of Federal Regulations, Title 44, Part 59]

FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)

The federal agency administering the National Flood Insurance Program.

FLOOD INSURANCE RATE MAP (FIRM)

An Official Map of a community on which FEMA has delineated both the areas of special flood hazard and the risk premium zones applicable to the community.

FLOOD INSURANCE STUDY

An examination, evaluation, and determination of flood hazards, and, if appropriate, corresponding water surface elevations, or an examination, evaluation and determination of flood-related erosion hazards.

FLOODWAY

The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation.

FUNCTIONALLY DEPENDENT USE

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A use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities. [US Code of Federal Regulations, Title 44, Part 59] Also [Referenced Standard ASCE 24-14]

HIGHEST ADJACENT GRADE

The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure. [US Code of Federal Regulations, Title 44, Part 59]

HISTORIC STRUCTURE

Any structure that is:

(a) Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;

(b) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;

(c) Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or

(d) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:

(1) By an approved state program as determined by the Secretary of the Interior or

(2) Directly by the Secretary of the Interior in states without approved programs.

[US Code of Federal Regulations, Title 44, Part 59]

NEW CONSTRUCTION

Structures for which the start of construction commenced on or after the effective date of the first floodplain management code, regulation, ordinance, or standard adopted by the authority having jurisdiction, including any subsequent improvements to such structures. New construction includes work determined to be substantial improvement. [Referenced Standard ASCE 24-14]

RECREATIONAL VEHICLE

A vehicle which is:

(a) Built on a single chassis;

(b) 400 square feet or less when measured at the largest horizontal projection;

(c) Designed to be self-propelled or permanently towable by a light duty truck; and

(d) Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use. [US Code of Federal Regulations, Title 44, Part 59]

REGULATORY FLOODWAY – See Floodway

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SPECIAL FLOOD HAZARD AREA

An area having special flood and/or flood-related erosion hazards, and shown on a FHBM or FIRM as Zone A, AO, A1-30, AE, A99, AH, V, V1-30, V. [Base Code, Chapter 2, Section 202].

START OF CONSTRUCTION

The date of issuance for new construction and substantial improvements to existing structures, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement or other improvement is within 180 days after the date of issuance. The actual start of construction means the first placement of permanent construction of a building (including a manufactured home) on a site, such as the pouring of a slab or footings, installation of pilings or construction of columns.

Permanent construction does not include land preparation (such as clearing, excavation, grading or filling), the installation of streets or walkways, excavation for a basement, footings, piers or foundations, the erection of temporary forms or the installation of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main building. For a substantial improvement, the actual "start of construction" means the first alteration of any wall, ceiling, floor or other structural part of a building, whether or not that alteration affects the external dimensions of the building. [Base Code, Chapter 2, Section 202]

STRUCTURE

For floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home. [US Code of Federal Regulations, Title 44, Part 59]

STRUCTURE (NATIONAL FLOOD INSURANCE DISTRICT)

A walled and roofed building, including a gas or liquid storage tank, which is principally above ground, as well as a manufactured home. "Structure," for insurance coverage purposes, means a walled and roofed building, other than a gas or liquid storage tank, which is principally above ground and affixed to a permanent site, as well as a manufactured home on foundation. For the latter purpose, the term includes a building while in the course of construction, alteration, or repair, but does not include building materials or supplies intended for use in such construction, alteration, or repair, unless such materials or supplies are within an enclosed building on the premises.

SUBSTANTIAL REPAIR OF A FOUNDATION.

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When work to repair or replace a foundation results in the repair or replacement of a portion of the foundation with a perimeter along the base of the foundation that equals or exceeds 50% of the perimeter of the base of the foundation measured in linear feet, or repair or replacement of 50% of the piles, columns or piers of a pile, column or pier supported foundation, the building official shall determine it to be substantial repair of a foundation. Applications determined by the building official to constitute substantial repair of a foundation shall require all existing portions of the entire building or structure to meet the requirements of 780 CMR. [As amended by MA in 9th Edition BC]

VARIANCE

For floodplain management purposes, means a grant of relief by a community from the terms of a flood plain management regulation. [US Code of Federal Regulations, Title 44, Part 59]

VIOLATION

For floodplain management purposes, means the failure of a structure or other development to be fully compliant with the community's flood plain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in §60.3 is presumed to be in violation until such time as that documentation is provided. [US Code of Federal Regulations, Title 44, Part 59]

ZONE A (NATIONAL FLOOD INSURANCE DISTRICT)

The one-hundred-year floodplain area where the base flood elevation (BFE) has not been determined. To determine the BFE, use the best available federal, state, local, or other data.

ZONE A1-30 AND ZONE AE (FOR NEW AND REVISED MAPS) (NATIONAL FLOOD INSURANCE DISTRICT)

The one-hundred-year floodplain where the base flood elevation has been determined.

ZONES B, C, AND X (NATIONAL FLOOD INSURANCE DISTRICT)

Areas identified in the community Flood Insurance Study as areas of moderate or minimal flood hazard. Zone X replaces Zones B and C on new and revised maps.

- 3) Amend §135-10.0 Definitions by deleting the following:

FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)

The federal agency administering the National Flood Insurance Program.

FLOOD HAZARD BOUNDARY MAP (FHBM)

An Official Map of a community issued by FEMA where the boundaries of the flood and related erosion areas having special hazards have been designated as Zone A or E.

SPECIAL FLOOD HAZARD AREA

Town of Lexington
Motion
2025 Annual Town Meeting

~~An area having special flood and/or flood-related erosion hazards, and shown on a FHBM or FIRM as Zone A, AO, A1-30, AE, A99, AH, V, V1-30, V.~~

~~**STRUCTURE (NATIONAL FLOOD INSURANCE DISTRICT)**~~

~~A walled and roofed building, including a gas or liquid storage tank, which is principally above ground, as well as a manufactured home. "Structure," for insurance coverage purposes, means a walled and roofed building, other than a gas or liquid storage tank, which is principally above ground and affixed to a permanent site, as well as a manufactured home on foundation. For the latter purpose, the term includes a building while in the course of construction, alteration, or repair, but does not include building materials or supplies intended for use in such construction, alteration, or repair, unless such materials or supplies are within an enclosed building on the premises.~~

~~**FLOOD INSURANCE RATE MAP (FIRM)**~~

~~An Official Map of a community on which FEMA has delineated both the areas of special flood hazard and the risk premium zones applicable to the community.~~

~~**FLOOD INSURANCE STUDY**~~

~~An examination, evaluation, and determination of flood hazards, and, if appropriate, corresponding water surface elevations, or an examination, evaluation and determination of flood-related erosion hazards.~~

~~**FLOODWAY**~~

~~The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation.~~

~~**ZONE A (NATIONAL FLOOD INSURANCE DISTRICT)**~~

~~The one hundred year floodplain area where the base flood elevation (BFE) has not been determined. To determine the BFE, use the best available federal, state, local, or other data.~~

~~**ZONE A1-30 AND ZONE AE (FOR NEW AND REVISED MAPS) (NATIONAL FLOOD INSURANCE DISTRICT)**~~

~~The one hundred year floodplain where the base flood elevation has been determined.~~

~~**ZONES B, C, AND X (NATIONAL FLOOD INSURANCE DISTRICT)**~~

~~Areas identified in the community Flood Insurance Study as areas of moderate or minimal flood hazard. Zone X replaces Zones B and C on new and revised maps.~~

(3/4/2025)

Town of Lexington
Motion
2025 Annual Town Meeting

ARTICLE 32 AMEND ZONING BYLAW AND MAP – TECHNICAL CORRECTIONS

MOTION:

That the Zoning Bylaw, Chapter 135 of the Code of the Town of Lexington, be amended as follows, and further to make non-substantive changes to the numbering of this bylaw to comply with the numbering format:

1. Delete §135-9.4.1.1.a.
2. Amend §135-5.5.8 by deleting “or a special permit with site plan review”
3. Amend §135-5.5.9 by deleting “or special permit with site plan review”

(3/4/2025)

Town of Lexington
Motion
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ARTICLE 33

AMEND ZONING BYLAW – ACCESSORY USES

MOTION:

That the Zoning Bylaw, Chapter 135 of the Code of the Town of Lexington, be amended as follows, where struck through text is to be removed and underlined text is to be added:

1. Amend §135-3.2.1 as follows:

3.2.1 General. Any use or structure not listed as an accessory use in Table 1 is permitted as an accessory use provided it is a use or structure that is customary and incidental to a principal use or structure permitted by Table 1 and conforms to all other provisions of this bylaw, ~~and complies with all other Town bylaws or General Laws.~~

(3/4/2025)

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Presentation - Special Town Meeting 2025-1 Warrant Article 2 - Amend Zoning Bylaw - Section 7.5 - MBTA Zoning

PRESENTER:

Board Discussion

ITEM NUMBER:

I.8

SUMMARY:

Category: Informing

This item is on the agenda to hear any new information that may be available regarding Special Town Meeting 2025-1 Warrant Article 2 - Amend Zoning Bylaw - Section 7.5 - MBTA Zoning.

SUGGESTED MOTION:

N/A

FOLLOW-UP:

N/A

DATE AND APPROXIMATE TIME ON AGENDA:

3/10/2025

8:10pm

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Working DRAFT STM Article 2 Zoning Motion as of 03-09-2025_Rev3	Backup Material
<input type="checkbox"/> updated draft 3.10 445pm	Backup Material

Town of Lexington
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Special Town Meeting 2025-1

ARTICLE 2 AMEND SECTION 7.5 OF THE ZONING BYLAW TO REDUCE MULTI-FAMILY DWELLING UNIT CAPACITY (Citizen Petition)

MOTION

That the Zoning Bylaw, Chapter 135 of the Code of the Town of Lexington, and Zoning Map be amended as follows, where struck through text is to be removed and underlined text is to be added, and further that non-substantive changes to the numbering of this bylaw be permitted to comply with the numbering format of the Code of the Town of Lexington:

A. Amend §135-2.2.5 to add a new row:

VLO	Village Legacy Overlay
-----	------------------------

B. Amend the Zoning Map to delete the following areas shown on maps on file with the Town Clerk from the VO District:

1. Bedford Street/Bike Path, except move the following properties from the VO District to the VLO District:
 - a. Map 71 Lot 33 located at 231 Bedford Street
2. Bedford Street/Reed Street, except move the following properties from the VO District to the VLO District:
 - a. Map 64 Lots 72 and 73A located at 185, 187-189 Bedford Street
3. Concord Avenue/Waltham Street, except move the following properties from the VO District to the VLO District:
 - a. Map 10 Lots 58A and 59A located at 5-7 Piper Road
 - b. Map 9 Lot 11B and Map 10 Lots 31A, 31B, and 31C located at 331 Concord Avenue

C. Amend the Zoning Map to delete the following areas shown on maps on file with the Town Clerk from the MFO District:

1. Bedford Street North
2. Lexington Center

D. Amend the Zoning Map to delete the following areas shown on maps on file with the Town Clerk from the VHO District:

1. Hartwell Avenue/Westview Street except for the following properties:
 - a. Map 84 Lot 80A located at 17 Hartwell Avenue
 - b. Map 84 lot 81 located at 7 Hartwell Avenue
2. Maguire Road
3. Hartwell Avenue/Wood Street

E. Amend the Zoning Map to remove the following properties from the VO District:

1. Map 57 Lot 79 at 60 Bedford Street
2. Map 57 Lot 14F at 32 Bedford Street

3. Map 57 Lot 14A at 46 Bedford Street

F. Amend the Zoning Map to move the following properties from the VO District to the VLO District:

1. Map 64 Lot 161 located at 89-93 Bedford Street
2. Map 57 Lot 133A, 134, and 135 located at 3-5 Militia Drive
3. Map 13 Lots 372, 373, 374, 375 located at 217-219, 229, 233, & 241 Massachusetts Avenue

G. Amend §135-7.5.1 as follows:

7.5.1 Purpose. The purposes of the Village Overlay (~~VO, MFO, and VHO~~) Districts are:

H. Amend §135-7.5.4.4 as follows:

4. Developments in the VO or VLO district may contain nonresidential uses on the street floor and basement to the extent permitted in either the CRS or CB zoning district, except that:

I. Amend §135-7.5.5.9 as follows:

9. In the VLO District or the VHO District, or where the underlying zoning is the CB District, the site coverage is not restricted. In other districts, the total site coverage of buildings and area of required residential vehicle parking spaces not within buildings shall not exceed 28% of the lot area of the development.

J. Amend §135-7.5.5.10 as follows:

10. Except as noted below, the maximum height ~~in feet~~ of buildings is:

District	MFO	VLO	VO	VHO
Height in feet	52	40 (a)(4)	40 (b)	70 (c)
Height in stories	4	3	3	NR

- a. Height Bonus. ~~In the VO VLO District, when the underlying zoning district is a Commercial District, the maximum height is 60 feet when at least 30% of the gross floor area of the street floor level or buildings' footprint, whichever is greater, of the entire development is occupied by commercial principal uses, not including associated parking, shown in Table 1 §3.4 Permitted Uses and Development Standards as permitted in the underlying district in the following categories:~~
 - i. Commercial Office Uses
 - ii. Personal, Business, or General Services Uses
 - iii. Sales or Rental of Goods and Equipment
 - iv. Eating and Drinking
 - v. Commercial, Recreational, Amusements, Entertainment,
- b. Height Bonus. ~~In the VO District, when the underlying district is a Residential District, the maximum height is 52 50 feet and 4 stories when at least 30% 33% of the gross floor area of the street floor level or buildings' footprint, whichever is greater, of the entire development is occupied by non-residential nonresidential principal uses pursuant to §7.5.4.4 and no more than the greater of 20% or 20 feet of the street floor frontage on a public way is dedicated to residential uses.~~
- c. Height Bonus. ~~In the VHO District where at least 50% of the total net floor area on the lot is occupied by nonresidential principal uses permitted in the underlying district, the maximum height is 115 feet.~~

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K. Replace §135-7.5.5.11 as follows:

11. ~~The number of stories is not restricted.~~ Number of dwelling units. In ~~developments larger than 0.3 acres in~~ the VO District, the number of dwelling units shall not exceed the lot area of the ~~development in acres multiplied by either 250 (for developments not entitled to a height bonus under complying with §7.5.5.10.b) or 205 (for developments- not entitled to a height bonus under complying with §7.5.5.10.b), rounded to the nearest whole number.~~
12. Floor Area. In developments larger than 0.3 acres in the VO District, the total net floor area of all dwelling units shall not exceed the lot area of the development multiplied by 0.4560.

L. Amend §135-7.5.9.1 as follows:

1. Transition areas, as specified under §5.3.4 (Transition Areas), are required only along the boundary of the Village Overlay Districts (~~VO, MFO, & VHO~~) and shall have a depth of five (5) feet.

M. Amend §135-2.2.5 to remove the MFO row.

N. Remove §135-7.5.4.3.

O. Amend the table in §135-7.5.5.10 to remove the MFO column.

P. The map changes and amendments above shall not apply to any development projects for which an application for site plan review under §135-7.5.3 or special permit under §135-5.1 was filed with the Planning Board and Town Clerk before March 1, 2025, but shall apply to any major modification thereof.

Town of Lexington
Motion
Special Town Meeting 2025-1

ARTICLE 2 AMEND SECTION 7.5 OF THE ZONING BYLAW TO REDUCE MULTI-FAMILY DWELLING UNIT CAPACITY (Citizen Petition)

MOTION

That the Zoning Bylaw, Chapter 135 of the Code of the Town of Lexington, and Zoning Map be amended as follows, where struck through text is to be removed and underlined text is to be added, and further that non-substantive changes to the numbering of this bylaw be permitted to comply with the numbering format of the Code of the Town of Lexington:

A. Amend §135-2.2.5 to add a new row:

VLO	Village Legacy Overlay
-----	------------------------

B. Amend the Zoning Map to delete the following areas shown on maps on file with the Town Clerk from the VO District:

1. Bedford Street/Bike Path, except move the following properties from the VO District to the VLO District:
 - a. Map 71 Lot 33 located at 231 Bedford Street
2. Bedford Street/Reed Street, except move the following properties from the VO District to the VLO District:
 - a. Map 64 Lots 72 and 73A located at 185, 187-189 Bedford Street
3. Concord Avenue/Waltham Street, except move the following properties from the VO District to the VLO District:
 - a. Map 10 Lots 58A and 59A located at 5-7 Piper Road
 - b. Map 9 Lot 11B and Map 10 Lots 31A, 31B, and 31C located at 331 Concord Avenue

C. Amend the Zoning Map to delete the following areas shown on maps on file with the Town Clerk from the MFO District:

1. Bedford Street North
2. Lexington Center

D. Amend the Zoning Map to delete the following areas shown on maps on file with the Town Clerk from the VHO District:

1. Hartwell Avenue/Westview Street except for the following properties:
 - a. Map 84 Lot 80A located at 17 Hartwell Avenue
 - b. Map 84 lot 81 located at 7 Hartwell Avenue
2. Maguire Road
3. Hartwell Avenue/Wood Street

E. Amend the Zoning Map to remove the following properties from the VO District:

1. Map 57 Lot 79 at 60 Bedford Street
2. Map 57 Lot 14F at 32 Bedford Street
3. Map 57 Lot 14A at 46 Bedford Street

F. Amend the Zoning Map to move the following properties from the VO District to the VLO District:

1. Map 64 Lot 161 located at 89-93 Bedford Street
2. Map 57 Lot 133A, 134, and 135 located at 3-5 Militia Drive
3. Map 13 Lots 372, 373, 374, 375 located at 217-219, 229, 233, & 241 Massachusetts Avenue

G. Amend §135-7.5.1 as follows:

7.5.1 Purpose. The purposes of the Village Overlay (~~VO, MFO, and VHO~~) Districts are:

H. Amend §135-7.5.4.4 as follows:

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I. Amend §135-7.5.5.9 as follows:

9. In the VLO District or the VHO District, the site coverage is not restricted. In other districts, the total site coverage of buildings and area of required residential vehicle parking spaces not within buildings shall not exceed 28% of the lot area of the development.

J. Amend §135-7.5.5.10 as follows:

10. Except as noted below, the maximum height ~~in feet~~ of buildings is:

District	MFO	VLO	VO	VHO
Height in feet	52	40 (a)	40 (b)	70 (c)
Height in stories		3	3	NR

- a. VLO Height Bonus. In the ~~VO~~ VLO District, when the underlying zoning district is a Commercial District, the maximum height is 60 feet when at least 30% of the gross floor area of the street floor level or buildings' footprint, whichever is greater, of the entire development is occupied by commercial principal uses, not including associated parking, shown in Table 1 §3.4 Permitted Uses and Development Standards as permitted in the underlying district in the following categories:
 - i. Commercial Office Uses
 - ii. Personal, Business, or General Services Uses
 - iii. Sales or Rental of Goods and Equipment
 - iv. Eating and Drinking
 - v. Commercial, Recreational, Amusements, Entertainment,
- b. VO Height Bonus. In the VO District, ~~when the underlying district is a Residential District,~~ the maximum height is ~~52~~ 50 feet and 4 stories when at least ~~30%~~ 33% of the gross floor area of the street floor level or buildings' footprint, whichever is greater, of the entire development is occupied by ~~non-residential~~ nonresidential principal uses pursuant to §7.5.4.4 and no more than the greater of 20% or 20 feet of the street floor frontage on a public way is dedicated to residential uses.
- c. VHO Height Bonus. In the VHO District where at least 50% of the total net floor area on the lot is occupied by nonresidential principal uses permitted in the underlying district, the maximum height is 115 feet.

K. Replace §135-7.5.5.11 as follows:

11. ~~The number of stories is not restricted.~~

Number of dwelling units. In the VO District, the number of dwelling units shall not exceed the lot

area of the development in acres multiplied by either 25 (for developments entitled to a height bonus under §7.5.5.10.b) or 20 (for developments not entitled to a height bonus under §7.5.5.10.b), rounded to the nearest whole number, or 6 dwelling units, whichever is greater.

12. Floor Area. In the VO District, the total net floor area of all dwelling units shall not exceed the lot area of the development multiplied by 0.48 or 6,250 SF, whichever is greater.

L. Amend §135-7.5.9.1 as follows:

1. Transition areas, as specified under §5.3.4 (Transition Areas), are required only along the boundary of the Village Overlay Districts (~~VO, MFO, & VHO~~) and shall have a depth of five (5) feet.

M. Amend §135-2.2.5 to remove the MFO row.

N. Remove §135-7.5.4.3.

O. The map changes and amendments above shall not apply to any development projects for which an application for site plan review under §135-7.5.3 or special permit under §135-5.1 was filed with the Planning Board and Town Clerk before March 1, 2025, but shall apply to any major modification thereof.

DRAFT

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Discussion - 2025 Annual Town Meeting - Select Board Article Discussion and Positions

PRESENTER:

Board Discussion

ITEM NUMBER:

I.9

SUMMARY:

Category: Informing

Ms. Axtell will provide an overview of the proposed consent agenda items for 2025 Annual Town meeting.

The Board may take up discussion on the 2025 Annual Town Meeting Articles and/or Select Board article positions.

Town Website - 2025 Annual Town Meeting
Annual Town Meeting 2025-1

SUGGESTED MOTION:

FOLLOW-UP:

DATE AND APPROXIMATE TIME ON AGENDA:

3/10/2025

8:00pm

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Art 5 enterprise funds motion	Backup Material

Art 6 amend fy 25 budget motion	Backup Material
Art 7 sustainability motion	Backup Material
Art 9 revolving funds motion	Backup Material
Art 11 rec capital motion	Backup Material
Art 13 water motion	Backup Material
Art 14 wastewater motion	Backup Material
Art 17 opeb motion	Backup Material
Art 20 unpaid bills ip	Backup Material
Art 21 cap improvements ip	Backup Material
Art 25 Amend TM Bylaws. motion	Backup Material
Proposed 2025 Consent Agenda Review -ATM	Backup Material
Select Board Working Document - Positions 2025 ATM	Backup Material

Town of Lexington
Motion
2025 Annual Town Meeting

ARTICLE 5

APPROPRIATE FY2026 ENTERPRISE FUNDS BUDGETS

- MOTION:** a) That the Town appropriate the following sums of money to operate the Water Division of the Department of Public Works during fiscal year 2026 under the provisions of M.G.L. Chapter 44, Section 53F½:

Personal Services	\$1,074,990
Expenses	\$675,100
Debt Service	\$1,438,006
MWRA Assessment	<u>\$8,650,822</u>
Total	<u>\$11,838,918</u>

Said sums to be funded from water receipts.

- b) That the Town appropriate the following sums of money to operate the Wastewater (Sewer) Division of the Department of Public Works during fiscal year 2026 under the provisions of M.G.L. Chapter 44, Section 53F½:

Personal Services	\$497,353
Expenses	\$617,100
Debt Service	\$1,672,086
MWRA Assessment	<u>\$9,359,196</u>
Total	<u>\$12,145,735</u>

Said sums to be funded from wastewater receipts.

- c) That the Town appropriate the following sums of money to operate the Recreation and Community Programs Department during fiscal year 2026 under the provisions of M.G.L. Chapter 44, Section 53F½:

Personal Services	\$1,875,354
Expenses	<u>\$1,670,835</u>
Total	<u>\$3,546,189</u>

Said sums to be funded from recreation receipts, except that \$455,000 shall be funded from recreation retained earnings, and \$254,213 shall be raised in the tax levy.

(03/04/2025)

Town of Lexington
Motion
2025 Annual Town Meeting

ARTICLE 6 **AMEND FY2025 OPERATING, ENTERPRISE AND CPA BUDGETS**

MOTION: That the following adjustment be made to the following line item for the FY2025 budget as approved under Article 4 of the 2024 Annual Town Meeting:

Line Item	Program	From	To
2510	Reserve Fund	\$850,000	\$910,000

and further, that to meet this appropriation \$60,000 be transferred from the Recreation Enterprise Fund Retained Earnings.

(03/04/2025)

Town of Lexington
Motion
2025 Annual Town Meeting

ARTICLE 7 SUSTAINABLE PROJECTS

MOTION: That \$24,000 be appropriated for solar assessments of Town-owned parking lots to determine the technical and economic feasibility of installing solar canopies and related systems, and all costs incidental or related thereto, and that to meet this appropriation, \$24,000 be appropriated from the General Fund unreserved fund balance.

(03/03/2025)

Town of Lexington
Motion
2025 Annual Town Meeting

ARTICLE 9 ESTABLISH AND CONTINUE DEPARTMENTAL REVOLVING FUNDS

MOTION:

That the Town authorize the following revolving fund limits pursuant to the provisions of M.G.L.Chapter 44, Section 53E½, and Chapter 110 of the Code of the Town of Lexington, for Fiscal Year 2026 beginning July 1, 2025, as follows:

FUNDS REQUESTED:

Program or Purpose for Revolving Funds	FY2026 Authorization
School Bus Transportation	\$1,300,000
Building Rental Revolving Fund	\$648,000
Lexington Tree Fund	\$150,000
DPW Burial Containers	\$60,000
DPW Compost Operations	\$955,000
Minuteman Household Hazardous Waste Program	\$250,000
Refuse and Recycling Collection	\$0
Senior Services	\$75,000
Residential Engineering Review	\$57,600
Health Programs	\$110,000
Lab Inspections	\$80,000
Tourism	\$562,000

(03/03/2025)

Town of Lexington
Motion
2025 Annual Town Meeting

ARTICLE 11

APPROPRIATE FOR RECREATION CAPITAL PROJECTS

MOTION: That \$70,000 be appropriated for Pine Meadows Golf Course equipment, and all incidental costs related thereto; and that to meet this appropriation \$70,000 be appropriated from Recreation Enterprise Fund Retained Earnings.

(03/03/2025)

Town of Lexington
Motion
2025 Annual Town Meeting

ARTICLE 13

APPROPRIATE FOR WATER SYSTEM IMPROVEMENTS

MOTION: That the Select Board be authorized to make water distribution system improvements, including the installation of new water mains and replacement or cleaning and lining of existing water mains and stand pipes, conducting engineering studies and the purchase and installation of equipment in connection therewith, and pay all incidental costs related thereto, in such accepted or unaccepted streets or other land as the Select Board may determine, subject to the assessment of betterments or otherwise, and to take by eminent domain, purchase, or otherwise acquire any fee, easement or other interest in land necessary therefor; and to appropriate \$2,334,940 for such distribution systems improvements; and that to meet this appropriation, \$1,200,000 be raised through water user fees, and \$1,134,940 be appropriated from Water Enterprise Fund Retained Earnings.

(03/03/2025)

Town of Lexington
Motion
2025 Annual Town Meeting

ARTICLE 14 **APPROPRIATE FOR WASTEWATER SYSTEM IMPROVEMENTS**

MOTION: That the following be authorized, and that the following amounts be appropriated for the following capital improvements and that each amount be raised as indicated:

- (a) the Select Board be authorized to install sanitary sewer mains and sewerage systems and replacements thereof, and pay all incidental costs related thereto, in such accepted or unaccepted streets or other land as the Select Board may determine, subject to the assessment of betterments or otherwise, in accordance with Chapter 504 of the Acts of 1897, as amended, or otherwise, and to take by eminent domain, purchase, or otherwise acquire any fee, easement or other interest in land necessary therefor; to appropriate for such installation and land acquisition the sum of \$1,082,431; and that to meet this appropriation, \$600,000 shall be raised through wastewater user fees, and \$482,431 be appropriated from Wastewater Enterprise Retained Earnings.

- (b) that \$200,000 be appropriated for pump station building improvements, including replacement of windows and doors at the main wastewater pump station, and all incidental costs related thereto, and to raise such amount \$200,000 be appropriated from Wastewater Enterprise Fund Retained Earnings.

(03/03/2025)

Town of Lexington
Motion
2025 Annual Town Meeting

ARTICLE 17 **APPROPRIATE TO POST EMPLOYMENT INSURANCE LIABILITY FUND**

MOTION: That \$2,083,375 be appropriated to the town of Lexington Post Employment Insurance Liability Fund established pursuant to Chapter 317 of the Acts of 2002, and that to meet this appropriation, \$3,045 be appropriated from Water Fund receipts, \$609 be appropriated from Wastewater Fund receipts, and \$2,079,721 be appropriated from the General Fund unreserved fund balance.

(03/04/2025)

Town of Lexington
Motion
2025 Annual Town Meeting

ARTICLE 20

APPROPRIATE FOR PRIOR YEARS' UNPAID BILLS

MOTION: That this article be indefinitely postponed.

(03/04/2025)

Town of Lexington
Motion
2025 Annual Town Meeting

**ARTICLE 25 AMENDMENT TO TOWN MEETING MANAGEMENT PROVISIONS IN TOWN
BYLAWS (Citizen Petition)**

MOTION:

That the following sections of Chapter 118 of the Code of the Town of Lexington be amended to read as follows (~~struck through text to be deleted~~, and **bolded text to be added**):

1. § 118-15A Previous Question

The previous question shall be put in the form: "~~Shall the question on the amendment now be put?~~" for an amendment or, alternatively, "~~Shall the main question now be put?~~" for a main motion and all debate shall be suspended until the previous question is decided. **"I move the previous question."** **This form can be used for main motions and amendments and all debate shall be suspended until the previous question is decided.**

2. § 118-15B Previous Question

The adoption of the previous question shall **require a two-thirds vote to pass and** put an end to all debate on the motion under consideration except as provided in §118-13(I) of this article.

3. § 118-19: Further Rules of Procedure

- The procedure and conduct of the business meetings of the Town not herein provided for shall be governed by "~~Roberts' Rules of Parliamentary Practice~~" **the latest edition of "Town Meeting Time"** adopted by the Massachusetts Moderators Association so far as they are applicable and ~~are~~ not inconsistent with the bylaws of the Town.

(02/27/2025)

**Town of Lexington
PROPOSED CONSENT AGENDA
2025 Annual Town Meeting**

ARTICLE 8	Appropriate funding to Construct a Playground at Fletcher Park (IP) Citizen petition
ARTICLE 10	APPROPRIATE THE FY2024 COMMUNITY PRESERVATION COMMITTEE OPERATING BUDGET AND CPA PROJECTS
c)	Document Conservation-\$21,000
j)	Administrative Budget-\$150,000
ARTICLE 11	APPROPRIATE FOR RECREATION CAPITAL
ARTICLE 12	APPROPRIATE FOR MUNICIPAL CAPITAL
a)	Transportation Mitigation;
c)	Equipment Replacement;
d)	Sidewalk Improvements;
e)	Hydrant Replacement;
f)	Street Improvements;
g)	Stormwater Management Program;
l)	Municipal Technology Improvement Program;
m)	Network Redundancy & Improvement Plan;
ARTICLE 13	APPROPRIATE FOR WATER SYSTEM IMPROVEMENTS
ARTICLE 14	APPROPRIATE FOR WASTEWATER SYSTEM IMPROVEMENTS
ARTICLE 15	APPROPRIATE FOR SCHOOL CAPITAL PROJECTS AND EQUIPMENT
ARTICLE 16	APPROPRIATE FOR PUBLIC FACILITIES CAPITAL PROJECTS
a)	Public Facilities Bid Documents;
b)	Public Facilities Interior Finishes;
c)	School Paving and Sidewalks;
d)	Municipal Building Envelopes and Associated Systems
ARTICLE 17	APPROPRIATE TO POST EMPLOYMENT INSURANCE LIABILITY FUND
ARTICLE 18	RESCIND PRIOR BORROWING
ARTICLE 20	APPROPRIATE FOR PRIOR YEARS' UNPAID BILLS (IP)
ARTICLE 21	APPROPRIATE FOR AUTHORIZED CAPITAL IMPROVEMENTS (IP)
ARTICLE 22	SELECT BOARD TO ACCEPT EASEMENTS
ARTICLE 29	Amend Zoning Bylaw- Bicycle Parking (Refer to Planning Board))

Select Board Positions
Working Document

#	Article Name	PLACEHOLDER FOR AN UPDATE AT SELECT BOARD MTG	SELECT BOARD PRSNTR	Proposed CNSNT (PC)	IP	DL	JP	JH	MS	VK
1	Notice of Election									
2	Election of Deputy Moderator and Reports of Town Boards, Officers and Committees									
3	Appointments To Cary Lecture Series					Y	Y	Y	Y	
Financial Articles										
4	Appropriate FY2026 Operating Budget		DL			Y	Y	Y	Y	
5	Appropriate FY2026 Enterprise Funds Budgets		TBD			Y	Y	Y	Y	
6	Amend Fy2025 Operating, Enterprise And CPA Budgets		MS			Y	Y	Y	Y	
7	Sustainable Projects		JP							
8	Appropriate Funding To Construct a Playground In Fletcher Park (Citizen Petition)- IP	2/24/2025			IP	Y	Y	Y	Y	
9	Establish and Continue Departmental Revolving Funds		JH							
10	Appropriate The FY2026 Community Preservation Committee Operating Budget And CPA Projects a. Cotton Farm/Community Center Connector – \$300,000 b. Simond’s Brook Conservation Area Trail Design & Engineering – \$75,000 c. Document Conservation – \$21,000 d. Hancock-Clarke House Roof Replacement – \$57,800 e. Affordable Housing Trust Funding– \$3,000,000 f. LexHAB Affordable Housing Support, Restoration, Preservation, and Decarbonization – \$494,140 g. Park and Playground Improvements – Center Playground – \$1,490,000 h. Park Improvements – Athletic Fields - Harrington – \$3,197,904* i. Lincoln Park Field Improvements #3 – \$1,950,000* j. Administrative Budget – \$150,000	1/27/2025	MS			W	Y	Y	Y	
11	Appropriate For Recreation Capital Projects		JH							
12	Appropriate For Municipal Capital Projects And Equipment a) Transportation Mitigation b) Fire Pumper Truck c) Equipment Replacement									

Select Board Positions
Working Document

#	Article Name	PLACEHOLDER FOR AN UPDATE AT SELECT BOARD MTG	SELECT BOARD PRSNTR	Proposed CNSNT (PC)	IP	DL	JP	JH	MS	VK
12 (cont.)	d) Sidewalk Improvements		JP							
	e) Hydrant Replacement									
	f) Street Improvements									
	g) Stormwater Management Program									
	h) New Sidewalk Installations - Study and Design									
	i) Intersection Improvements - Adams St. at East St. & Hancock St.									
	j) DPW Building Improvements									
	k) Lincoln Park Parking Lot - Design									
	l) Municipal Technology Improvement Program									
	m) Network Redundancy & Improvement Plan									
	13			Appropriate For Water System Improvements.						
14	Appropriate For Wastewater System Improvements									
15	Appropriate For School Capital Projects And Equipment									
16	Appropriate For Public Facilities Capital Projects		JP							
	a) Public Facilities Bid Documents									
	b) Public Facilities Interior Finishes									
	c) School Paving and Sidewalks									
	d) Municipal Building Envelopes and Associated Systems									
	e) Central Administration Building Demolition									
	f) Estabrook Elementary School Nurse Bathroom Renovation									
17	Appropriate To Post Employment Insurance Liability Fund		JP							
18	Rescind Prior Borrowing Authorizations									
19	Establish, Amend, Dissolve And Appropriate To And From Specified Stabilization Funds		TBD							
20	Appropriate For Prior Years' Unpaid Bills									
21	Appropriate For Authorized Capital Improvements.									
General Articles										

Select Board Positions
Working Document

#	Article Name	PLACEHOLDER FOR AN UPDATE AT SELECT BOARD MTG	SELECT BOARD PRSNTR	Proposed CNSNT (PC)	IP	DL	JP	JH	MS	VK
22	Select Board To Accept Easements					Y	Y	Y	Y	
23	Dispose Of 116 Vine Street	3/10/2025	MS			W	Y	Y	Y	
24	Authorize The Town Of Lexington To Prohibit Or Restrict The Application Of Second Generation Anticoagulant Rodenticides (Citizen Petition)	2/3/2025	JH			Y	Y	Y	Y	
25	Amendment To Town Meeting Management Provisions In Town Bylaws (Citizen Petition)		DL			W	Y	W	Y	
26	Local Voting Rights For Lawful Permanent Residents (Citizen Petition)	2/14/2025	JH			W	Y	Y	Y	
27	Allow 16 Year Olds Voting Rights In Municipal Elections (Citizen Petition)	2/24/2025	DL			Y	Y	Y	Y	
28	Accurate Reporting On The Negative Aspects Of Lithium-Ion Batteries (Citizen Petition)	1/27/2025	MS			Y	Y	W	W	
Zoning Articles										
29	Amend Zoning Bylaw - Bicycle Parking	3/10/2025	MS							
30	Amend Zoning Bylaw - Inclusionary Housing For Special Residential Developments	3/10/2025	JH							
31	Amend Zoning Bylaw - National Flood Insurance (NFI) District	3/10/2025	DL							
32	Amend Zoning Bylaw And Map - Technical Corrections	3/10/2025	TBD							
33	Amend Zoning Bylaw - Accessory Uses	3/10/2025	JP							
34	Amend Section 7.5 Of The Zoning Bylaw To Reduce Multi-Family Dwelling Unit Capacity (Citizen Petition)									

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Discussion - Special Town Meeting 2025-1 - Select Board Article Discussion and Positions

PRESENTER:

Board Discussion

ITEM NUMBER:

I.10

SUMMARY:

Category: Informing

The Board may take up discussion on the Special Town Meeting 2025-1 Articles and/or Select Board article positions.

Town Website - Annual Special Town Meeting 2025.
<https://lexingtonma.gov/2265/2025-1-Special-Town-Meeting>

SUGGESTED MOTION:

n/a

FOLLOW-UP:

DATE AND APPROXIMATE TIME ON AGENDA:

3/10/2025

8:35pm

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Review FY25 Goals and Discuss FY26 Goal Setting Process

PRESENTER:

Steve Bartha, Town Manager

ITEM NUMBER:

I.11

SUMMARY:

Category: Decision-Making

Steve Bartha, Town Manager, will review FY25 Goals and Discuss FY26 Goal Setting Process.

SUGGESTED MOTION:

FOLLOW-UP:

DATE AND APPROXIMATE TIME ON AGENDA:

3/10/2025

8:40pm

ATTACHMENTS:

Description	Type
☐ Goals	Backup Material



Town of Lexington

Town Manager's Office




Steve Bartha, Town Manager
Kelly Axtell, Deputy Town Manager

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

M e m o r a n d u m

To: Select Board

From: Steve Bartha, Town Manager 

Date: March 7, 2025

Subject: FY 24-25 Goals & FY 26 (and beyond) Goal Discussion

The purpose of this memorandum is to start a conversation around annual goal setting for the Select Board and Town Manager. Several documents are attached for reference:

1. The adopted biennial goals (FY24-25) of the Select Board
2. An Oct. 2024 memo outlining (recommended changes to) the process I used previously
3. An example (from Andover) of how to effectively and efficiently communicate progress

At the outset, a goal for our goals: the ideal we were working toward in my prior position was a framework where most of the board and manager's five strategic objectives (established annually) aligned with one, or both, of the adopted strategic and resiliency plans. This is covered in attachment #2. The leadership team would then establish their two strategic objectives, one of which would also align with the plans, and budget requests/decisions could be evaluated/made to ensure plan/goal/budget alignment. This is a meta goal I think we should keep in mind as we revamp our process.

Attachment #3 offers a simple approach (from Andover) to sharing out goal progress with internal/external stakeholders (it also offers a helpful framework in the absence of a strategic plan, discussed below). Spreadsheets track information; images tell a story. Both are important, but utilizing a similar tool to communicate our goals would be one way to easily share progress (along with regular meeting updates, e.g. quarterly reports).

Attachment #1 represents the current goals of the Select Board. A few thoughts. In the absence of an adopted strategic plan, I think establishing major goal areas (similar to the Andover approach, which I think is very good) would be a helpful framework to identify SMART goals (specific, measurable, achievable, relevant, time-bound) within the priority areas. It goes without saying that much of the work we do as a local government may not fit inside the goal areas, but adopted goals should. The board's current goals may offer an outline of what those goal areas could look like: sustainability, DEI, communication, economic development, community housing, etc.

Memorandum: Goal setting
March 7, 2025
Page 2

At our March 10 meeting, I hope we can start a discussion on FY 26 goal setting with the goal (so many goals in this memo) of having goals (sigh) in place prior to the start of the fiscal year. Below are a few draft examples:

- **Project:** Work with SBC to advance LHS through MSBA Schematic Design, debt exclusion vote, and Article 97 process
- **Policy:** Facilitate dialogue among CPC, Select Board, Recreation Committee, LAHT, and staff to establish framework for equitable and sustainable CPA funding policy for FY27 budget
- **People:** Lead effort to re-establish internal/external DEI roles for community/organization

Next step: after town meeting, I would propose that we place this on an agenda to start discussing specific ideas. We are also working to coordinate a one-day board retreat with Jon Wortmann (possibly June 18) and could utilize a portion of that day to finalize FY 26 goals.

I look forward to starting this conversation!

FY 2024-2025 Select Board Goals

During the fall of 2023, the Select Board engaged Jon Wortmann to interview staff and Town Committees to gather input for the upcoming two-year goal set. The Select Board met on October 11, 2023 to review these aspirations and identified the Board's top priorities. Each goal was assigned to one member of the Board with a second member volunteering on some to assist as needed. During November and December Board members worked with Mr. Wortmann to identify measurable actions against those goals.

Prioritized Goal List	Primary	Assistant
1) Enhance community vibrancy by increasing diversity of housing stock in size, accessibility, price and availability of Affordable Housing	Jill Hai	Mark Sandeen
2) Recognize and minimize issues around construction preserving quality of life	Joe Pato	Mark Sandeen
3) Create a more vibrant downtown	Doug Lucente	Jill Hai
4) Improve communication efficiency in Board meetings and with staff	Suzie Barry	Doug Lucente
5) Transition to 100% renewable energy	Mark Sandeen	
6) Advance age-in-community initiatives for Lexington seniors	Doug Lucente	Suzie Barry
7) Raise community awareness and engagement with the high school project	Joe Pato	Suzie Barry

All goals will be continually reevaluated under core shared principles including:

- Our commitment to fostering a diverse, inclusive, and equitable community that thrives on the principles of respect, dignity, and fairness. We recognize that diversity enriches our community, brings together unique perspectives, and strengthens our ability to effectively serve our residents.

This includes our ambition to:

- Increase and broaden diverse participation in our professional ranks and civic activities
 - Welcome all people in Lexington
 - Consider health in all decisions
 - Provide recreation facilities for all
- Honoring our rich historic traditions and taking pride in Lex250th celebration events
 - Diversifying the commercial tax base to reduce financial burdens on residents allowing more to remain and lower the barriers for new residents to call Lexington home.
 - Our commitment to being a sustainable and resilient community for all where we strive to:
 - reduce greenhouse gas emissions,
 - create cleaner indoor and outdoor environments, and
 - ensure all members of our community have access to the tools they need to be resilient in a changing climate.



Town of Danvers

Electric Division

Clint Allen | Assistant Utility Director

1 Burroughs St, Danvers, Massachusetts 01923 | p:978-774-0005 | f: 978-774-5623

www.danversma.gov | callen@danversma.gov

To: Steve Bartha, Town Manager

From: Clint Allen, Acting Utility Director, on behalf of the CLEATUS Committee

Date: October 10, 2024

Re: **Management Compensation Plan Evaluation and Recommendation**

Introduction

The Compensation and Leadership Evaluation to Align with Town Undertaken Strategies (CLEATUS) committee has met several times since our kick-off meeting back in August to assess the current Management Compensation Plan (MCP). The guidance from the kick-off meeting provided the following key objectives for this assessment:

- Simplify and clarify the self-evaluation process,
- Incorporate Strategic and Resilient Danvers into the evaluation,
- Promote opportunities to collaborate with other departments and/or tie to Select Board and Town Manager goals,
- Shift to a pass/fail rather than a sliding scale: either 0% or 1.5% on top of COLA based on average merit of 1.5% over the past 10 years,
- Digitize and streamline the self-evaluation report,
- Make it useful, efficient, and ensure that it is not in a vacuum by connecting department objectives through the leadership team, and
- Promote DEI metrics within the department as a component to the MCP.

Focused on this guidance, the CLEATUS committee has identified two major areas in the plan that we feel can be approved:

- The timeline for setting goals, performance evaluations, and receiving the merit adjustment
- The self-evaluation form, supervisor assessment, and merit award calculation

Based on these two focus areas, please review the following recommendations.

MCP Timeline and Process

The committee started by laying out the current MCP process:

Town budget is approved for upcoming fiscal year	May
Town budget goes into effect	Jul
Town Manager requests MCP self-evaluations submitted to supervisors for previous fiscal year	Aug
Evaluations are performed and presented to Select Board	Sept/Oct
Merit adjustment takes effect with retro back to July 1st	Oct
Select Board sets current fiscal year goals	Dec
Supervisors approve Major Performance Objectives effective back to July 1st	Dec/Jan

This process does not lay out the current fiscal year objectives until the year is halfway over. The goals are not shared amongst the Leadership team until after they are presented to the Select Board in the following fiscal year for approval. While there is some tie-in to the Select Board budget goals and Town Manager goals, realistically the departments have already been operating independently on their own goals for six months. The committee feels like each department head is operating in a siloed environment and there is very little collaboration or opportunity to align goals amongst the Leadership team.

Therefore, we recommend making the following timing and procedural adjustments to the current budget schedule:

Current	Proposed
Finance distributes budget guidelines to departments	Oct/Nov
Departmental budget requests are received/reviewed	Nov/Dec
Budget Policy adopted by the Select Board	Dec
Budget Team (Town, Schools, Library) meets	Jan

Town Manager sets next fiscal year goals	Feb
Leadership Team drafts next FY goals based on:	Feb
Town Manager Goals	
Select Board Budget Goals	
Strategic Danvers Goals	
Resilient Danvers Goals	
Select Board Budget Workshop	Mar
Select Board Warrant Review	Apr
Finance Committee Budget Hearings	Apr
Finance Committee Warrant Review	Apr
Leadership receives current year end performance evaluations/ supervisor approves draft goals for upcoming fiscal year	Apr
Town Meeting	May
Town Manager goals formally approved by Select Board	Jun
Leadership team goals formally approved by Town Manager	Jun
COLA & merit adjustment goes into effect	Jul

This proposal allows the Leadership team to draft their goals in-line not only with the Resilient and Strategic plans, but also the goals of the Select Board and the Town Manager. It creates the opportunity for the Leadership team to meet before the upcoming fiscal year's goals are drafted and collaborate. It makes sure that any budgetary considerations for drafted goals will receive the necessary funding. It also puts the merit adjustment into effect at the start of the fiscal year.

We have reviewed the modified timeline with the Finance Director, and no preliminary issues were identified.

Self-evaluation Form, Supervisor Assessment, Merit Calculation

The committee agreed the current self-evaluation form needs to be simplified with a heavier focus on the day-to-day operational responsibilities of the Leadership team. With the all-or-nothing approach to the 1.5% merit adjustment, we sought to modify and clarify the assessment categories into a pass/fail point approach:

Operational Performance (5 points):

- DEI – 1 point
- Leadership & Strategic Planning – 1 point
- Financial Mngt – 1 point
- Personnel Mngt – 1 point
- Customer Service/Community Outreach – 1 point

Strategic Performance (4 points):

- Departmental Goal –
 - Fail to Initiate: 0 points
 - Consistent, Measurable Progress: 1 point
 - Completion: 2 points
- Town/collaborative Goal
 - Fail to Initiate: 0 points
 - Consistent, Measurable Progress: 1 point
 - Completion: 2 points

Special Achievement or Discretionary Performance Assessment (1 point)

In order to receive the 1.5% merit adjustment, the employee must receive a minimum of 7 out of the 10 possible points.

This approach promotes better inter-departmental collaboration by requiring one of the Strategic Performance goals to tie directly to a town goal that is already driven by the Strategic and Resilient plans. It simplifies the self-evaluation into a potential web-based questionnaire that would be designed to create more of a conversation with the supervisor during the performance review rather than a stand-alone testimony. It clearly sets the expectations that if you are coming in and doing your job effectively every day while being mindful of the town's larger goals you will be rewarded with a standard merit increase.

Conclusion

I have enjoyed my time as chair for the CLEATUS committee and I want to thank every team member for their honesty, genuine commitment, and great ideas that went into this recommendation.

On behalf of the committee, we look forward to future discussions with town administration on improving the current MCP process and helping it to better align with the town's goals and strategies. We hope this recommendation will play a helpful role in guiding any updates the town seeks to make to the MCP.

Please let me know if you have any questions.

2024-2025

TOWN MANAGER AND SELECT BOARD STRATEGIC GOALS & OBJECTIVES



Approved August 6, 2024

ANDOVERMA.GOV

MAJOR GOAL AREAS:



**ADMINISTRATION &
FINANCE**



**CAPITAL
IMPROVEMENTS**



**RESIDENT RESPONSE
MANAGEMENT &
ENGAGEMENT**



**ECONOMIC
DEVELOPMENT &
HOUSING**



**RIVER & OPEN SPACE
ACCESS**



**ENERGY &
SUSTAINABILITY**



ADMINISTRATION & FINANCE

GOAL:

Work with the Select Board to further define the relationship between the budget and the annual tax increase.

Evaluate and assess the impact of Phase 1 of the Public Safety Staffing plan, which includes having the third ambulance (A3) in service approximately 50% of the time. Consider service impacts/improvements, revenues and anticipated costs.

Identify funding plan to appropriately resource the Town's cybersecurity efforts.

DELIVERABLE:

Prior to setting the FY2025 tax rate, facilitate tax information session for the purposes of illustrating the mechanics of the annual tax increase and how it relates to the budget and service delivery. At the Board's direction, identify impacts of reducing the rate of growth of the average tax bill and present alternative budget scenario in January.

Based on evaluation of phase 1, make recommendations for a phase 2 in the FY2026 budget recommendation.

Make recommendation in the FY2026 budget recommendation, or prior to the release of the budget, providing resources are available.



ADMINISTRATION & FINANCE

GOAL:

Hold Financial Summit with the Select Board, Finance Committee and School Committee in Fall of 2024.

Begin to negotiate successor contracts for all Town collective bargaining agreements expiring in FY2025.

Utilize funds from the opioid settlement to advance the recommendations of the Community Health Improvement Plan (CHIP).

DELIVERABLE:

The purpose of the summit will be to review the Long-Range Financial Plan and to receive feedback on longstanding assumptions. Through working groups, modify the plan to better align with current revenue expectations and the needs of the organization and community. Finalize updated LRFP by end of 2024.

Develop a framework for bargaining agreements that promotes innovation, efficiencies, and a potential expansion of services consistent with the principles of the Long-Range Financial Plan.

Explore providing enhanced access to mental health resources through utilization of opioid funding. Develop a plan and present to the Select Board.



ADMINISTRATION & FINANCE

GOAL:

Develop communication plan and prepare for changes to solid waste and recycling disposal.

Create a standing Select Board agenda item: Town Manager's Report.

DELIVERABLE:

Launch effective communication strategy to inform residents of potential changes to solid waste and recycling disposal and prepare for a July 1, 2025 transition.

The Town Manager will provide a report via a standing agenda item at every Select Board meeting. The report shall include, but not be limited to, the following information as it is available:

- Updates on Town projects and initiatives.
- Information on community events.
- Updates on key vacancies and the status of hiring and appointments
- Updates on grants, including information on grants received, projects funded and/or proposed.
- Updates on achievements, recognitions and professional development activities.
- Quarterly financial reports.



ADMINISTRATION & FINANCE

GOAL:

Continue to develop approaches and programs designed to promote the Town's effort to recruit and retain a talented workforce.

DELIVERABLE:

Work with the Andover Independent Employee Association as part of pilot program to identify opportunities to position and maintain Andover as a competitive employer that meets the evolving needs of the workforce. Work with AIEA to explore the framework for an employee survey.



CAPITAL IMPROVEMENTS

GOAL:

DELIVERABLE:

Complete the capping of the Ledge Road Landfill.	Complete the project in compliance with the administrative consent order.
Develop plan for reuse of Shawsheen School.	Develop process for evaluating the Shawsheen School and identifying potential reuses. Develop recommendations by the end of FY2025.
Develop phasing plan and financing model for the Chandler Road property.	Acknowledging that the site may be developed in phases, build a plan and corresponding financing model to advance a potential project within the next CIP period of FY2026-FY2030.
Coordinate the process for advancing the AHS Interim Plan, including engaging the community, Select Board, Finance Committee and School Committee.	Select firm to complete design work for the Interim Plan. Share with stakeholders and make decision on next steps.



CAPITAL IMPROVEMENTS

GOAL:

Complete the Facility Master Plan Study & identify parameters, including a potential funding source, for a Capital Stabilization Fund.

DELIVERABLE:

Facilitate the study of all Town and school buildings to identify and prioritize long-term major capital needs. Identify and recommend a funding source for a Capital Stabilization Fund that is integrated within the Long-Range Financial Plan.



COMMUNICATIONS & RESIDENT ENGAGEMENT

GOAL:

Improve public information regarding ongoing and planned Town capital projects.

Town Administration to conduct assessment of the Town's various communication channels and present findings and recommendations to the Select Board.

DELIVERABLE:

Explore platforms to maintain information about projects, including solutions that may be external from the website. Implement project information solution by early 2025 and convene a cross-functional working group with representation from the Town Manager's Office, Facilities, Public Works, Planning and Administration & Finance to ensure that project information remains current and relevant.

Present findings by the conclusion of FY 2025.



ECONOMIC DEVELOPMENT & HOUSING

GOAL:

Monitor and manage the permitting process for development of 11 Lewis Street.

Provide information to the Board on Town-owned parcels that could potentially be disposed of in the future.

Monitor real estate activity at Brickstone Square, collect data as necessary and facilitate neighborhood discussions about potential future uses.

DELIVERABLE:

Ensure compliance with deliverables and timelines established in the executed Land Disposition Agreement.

Provide analysis to the Board on available parcels, the process required to authorize disposition, the conditions that could be attached to disposition(s), and potential uses for proceeds generated by disposition(s). Facilitate action determined by the Board.

Closely monitor potential sale of Brickstone Square. Depending on the outcome, collect data and facilitate a neighborhood discussion about future reuse of the property.



RIVER AND OPEN SPACE ACCESS

GOAL:

Complete the Merrimack River Access Project along the Heffron Right of Way and the Greater Lawrence Technical School easement that will provide public safety and public access to the Merrimack River.

DELIVERABLE:

Complete access road by end of 2024.



ENERGY & SUSTAINABILITY

GOAL:

Collaborate with the Andover Green Advisory Board on shared goals and initiatives.

DELIVERABLE:

Advance opt-in specialized code in preparation of consideration at the 2025 Annual Town Meeting, promote and market the Andover Ultimate opt-Up option of Andover Community Power, and host a regional climate summit.

AGENDA ITEM SUMMARY

LEXINGTON SELECT BOARD MEETING

AGENDA ITEM TITLE:

Joint Statement on Zoning Proposals

PRESENTER:

Doug Lucente, Chair

ITEM NUMBER:

I.12

SUMMARY:

CATEGORY: Informing and Discussion

SUGGESTED MOTION:

For the Select Board's information and discussion tonight, attached to this packet is a copy of the Joint Public Statement of the Lexington Planning Board and Proponents of Special Town Meeting 2025-1 Article 2. The Planning Board read this statement aloud at their March 5, 2025 Planning Board meeting.

FOLLOW-UP:

DATE AND APPROXIMATE TIME ON AGENDA:

3/10/2025

8:50pm

ATTACHMENTS:

Description

Type

A Joint Public Statement from the Lexington Planning Board and Proponents of Article 2

In recent months, Lexington has faced important and sometimes difficult conversations about the future of our town—particularly around housing and zoning. These are complex issues that deserve thoughtful discussion and community involvement.

Unfortunately, alongside these important debates, we have witnessed an alarming rise in hostility, personal attacks, and inflammatory rhetoric directed at our neighbors, volunteers, and town staff.

We are especially disheartened by the level of unwarranted and deeply inappropriate criticism aimed at our Planning Director, Abby McCabe. No town employee, elected official, nor any volunteer or resident should ever be subjected to the kind of personal attacks we've seen in recent weeks and months.

This is not how Lexington has historically conducted its civic discourse, and it is not how we want our town to move forward. While we may not always agree on policies or proposals, we stand together today to say that this behavior must stop.

We are calling on our entire community to: Reject the personal attacks and harmful language that have taken over too many of our public spaces and conversations. Support and protect our town staff who serve us all regardless of where we stand on individual issues. Treat one another with respect and dignity, even when we disagree.

We are neighbors first. The national tenor of division and distrust has no place here. Lexington is stronger when we work together and when we listen to each other in good faith.

We also invite the Town Manager, Select Board, and other community leaders to join us in publicly affirming the need for civil discourse and in supporting those who have been unfairly targeted.

We cannot build a better Lexington if we allow anger and personal attacks to dominate our conversations. Let's recommit ourselves to thoughtful dialogue, mutual respect, and working together for the good of our entire community.

Respectfully,

Planning Board

Michael J Schanbacher, Chair
Robert K Creech
Charles Hornig
Michael Leon
Tina M. McBride
Melanie A Thompson

Petitioner Team

Carol R. Sacerdote, Petitioner
John Bartenstein
Alan Levine
Dawn McKenna
Brielle Kissel Meade

Cc: Select Board
Town Manager

March 5, 2025