

## **SELECT BOARD MEETING**

Monday, August 18, 2025

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

### **AGENDA**

#### **EXECUTIVE SESSION**

1. Exemption 10: Discuss Trade Secrets or Confidential, Competitively-Sensitive or Other Proprietary Information - Community Choice (Electricity) Low Income Solar

#### **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: One-Day Liquor License - Off Beat Tap Company, 1403 Massachusetts Avenue
  - Seasonal Suites Tap Dance Event reception: Friday, August 22, 2025
2. Approve: One-Day Liquor License - Spectacle Management, Inc., 1605 Massachusetts Avenue
  - Fall Concert Series at Cary Memorial Building:
    - Thursday, September 18, 2025 - Mother of Comedy Show
    - Friday, October 3, 2025 - Vitamin String Quartet
    - Sunday, October 5, 2025 - Illuminate
    - Friday, October 10, 2025 - Juston McKinney
    - Sunday, October 12, 2025 - Pink Martini
    - Sunday, October 19, 2025 - Colin and Brad
3. Approve: One-Day Liquor License - Galaray House, 1720 Massachusetts Avenue
  - First Friday Monthly Artist Reception: Friday, September 5, 2025
4. Approve: License for Public Entertainment on Sunday - Friends of Lexington Bikeways
  - Bikeway Block Party: Arts, Culture and Music Community Festival - Sunday, September 14, 2025
5. Approve: Annual Theater License Renewal - Lexington Venue
  - Hastings Cinema Project, Inc d/b/a Lexington Venue, 1794 Massachusetts

Avenue (2 theaters)

6. Approve: 'Friends of Lexington Bikeway' Request to Place Signage on Minuteman Bikeway in Advance of the Bikeway Block Party Event
7. Approve: Select Board Committee Appointments
  - Town Celebrations Subcommittee - Elizabeth Wenrong Xu
  - Town Celebrations Committee - Ashley E. Rooney
8. Approve: Select Board Committee Appointment Term Correction
  - Transportation Advisory Committee - Jeremy M. Bowman
9. Approve: Town Manager Committee Appointment
  - Youth Commission - Anthony Mabardy
10. Approve: Select Board Minutes
  - July 16, 2025 Joint Meeting
  - July 17, 2025 Select Board Goals Retreat

### **ITEMS FOR INDIVIDUAL CONSIDERATION**

1. Application: Liquor License Change of Manager Amendment - Lexington Lodge #2204B.P.O.E 7:00pm
2. Lexington High School Project 7:05pm
  - Presentation School Building Committee Vote Regarding Submission to MSBA
  - Presentation of Integrated Building Design Schematic Phase Report
  - Update on Preliminary Financial Modeling
3. Approve: Low Income Community Choice Solar Arrangement 7:50pm
4. Approve: Waste Regulations and Bulky Item Fee 8:00pm
5. Approve: Solar Canopy Integration Policy 8:15pm
6. Presentation: Semiquincentennial Commission (Lex250) Patriot's Day Weekend Report 8:30pm
7. Review: Draft Select Board Report for FY25 Annual Town Report 8:45pm

### **ADJOURN**

1. Anticipated Adjournment 8:55pm

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>

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, September 8, 2025 at 6:30pm via hybrid person participation.

*Hearing Assistance Devices Available on Request*

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



# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Exemption 10: Discuss Trade Secrets or Confidential, Competitively-Sensitive or Other Proprietary Information - Community Choice (Electricity) Low Income Solar

### **PRESENTER:**

Board Discussion

### **ITEM NUMBER:**

E.1

### **SUMMARY:**

#### **Category: Brainstorming**

Move to go into Executive Session under Exemption 10 to discuss trade secrets or confidential, competitively-sensitive or other proprietary information provided in the course of activities conducted as a municipal aggregator under section 134 of said chapter 164. Further, that as Chair, I declare that an open meeting may adversely affect conducting business relative to other entities making, selling or distributing energy.

### **SUGGESTED MOTION:**

### **FOLLOW-UP:**

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

8/18/2025

### **ATTACHMENTS:**

Description

Type



# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Select Board Member Announcements and Liaison Reports

### **PRESENTER:**

Jill Hai, Select Board Chair

### **ITEM NUMBER:**

LR.1

### **SUMMARY:**

Please see the attached Select Board Member Announcements and Liaison Report. 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:**

8/18/2025

### **ATTACHMENTS:**

Description	Type
<input type="checkbox"/> Liaison Reports-Joe Pato-2025-08-18	Backup Material

Joe Pato:

- **Commission on Disabilities – Universal Design Town Meeting Resolution**

The Commission is considering a proposed article at Town Meeting to affirm commitment to the use of universal design.

*The Universal Design Resolution serves as a reaffirmation of our public commitment to inclusivity, as well as to the ongoing improvement of accessibility and usability in housing for all community members. It aims to broaden the community's understanding of what accessibility truly means. Practical examples of universal design features include no-step entries, wide doorways and hallways, accessible first-floor bathrooms, and structural elements such as wall studs positioned for easy future installation of grab bars, or stacked closets designed to accommodate a future elevator. These features not only support residents in aging in place but also ensure that homes can easily adapt to the needs of individuals with physical challenges.*

## **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 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:**

8/18/2025

# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Approve: One-Day Liquor License - Off Beat Tap Company, 1403 Massachusetts Avenue

### **PRESENTER:**

Jill Hai, Select Board Chair

### **ITEM NUMBER:**

C.1

### **SUMMARY:**

#### **Category: Decision-Making**

#### **Off Beat Tap Company**

Off Beat Tap Company is requesting a One-Day Liquor License to serve beer and wine for the purpose of the Seasonal Suites Tap Dance event reception, on Friday, August 22, 2025 from 7:00 pm - 9:00 pm at the Monroe Center for the Arts, 1403 Massachusetts Avenue.

### **SUGGESTED MOTION:**

To approve a One-Day Liquor License for the Off Beat Tap Company to serve to serve beer and wine for the purpose of the Seasonal Suites Tap Dance event reception, on Friday, August 22, 2025 from 7:00 pm - 9:00 pm at the Monroe Center for the Arts, 1403 Massachusetts Avenue.

Move to approve the consent.

### **FOLLOW-UP:**

Select Board Office.

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

8/18/2025

### **ATTACHMENTS:**

Description

Type

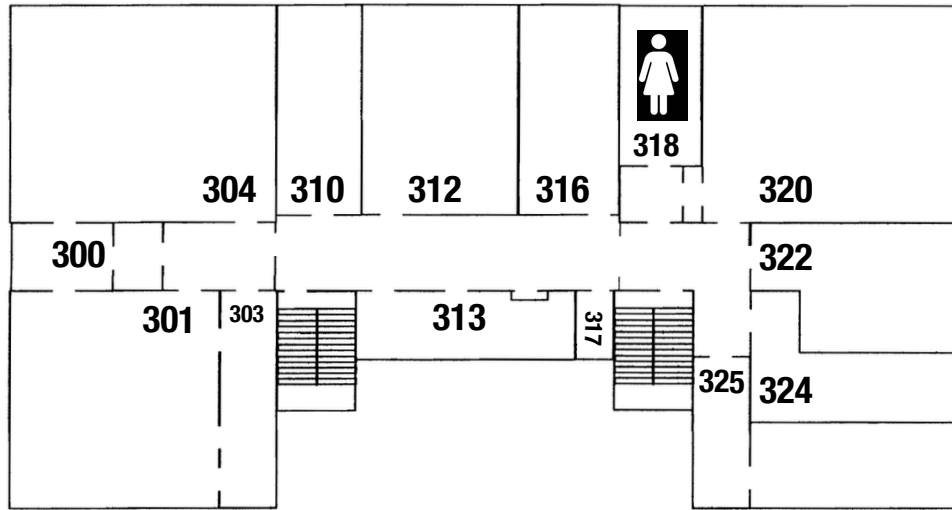


# MUNROE CENTER for the ARTS

1403 Massachusetts Avenue  
781.862.6040

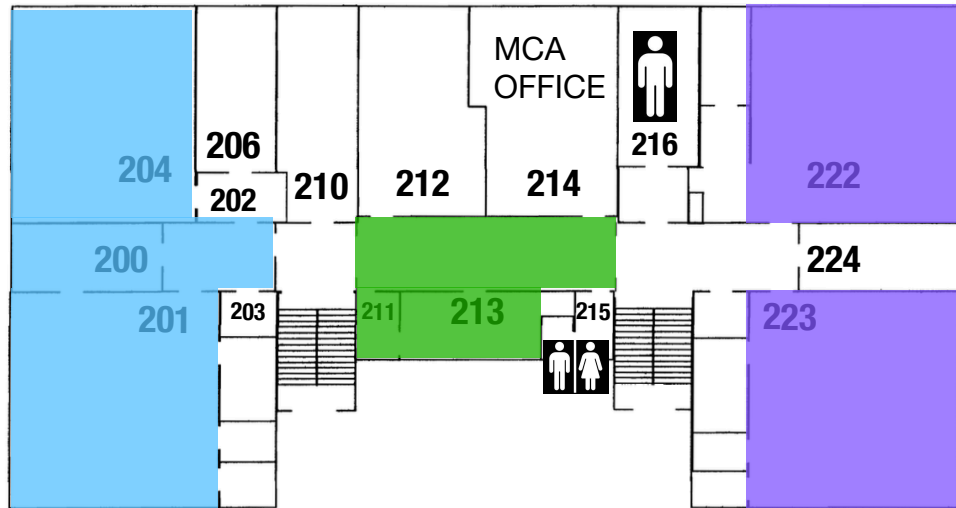
3rd  
FLOOR

TOP FLOOR



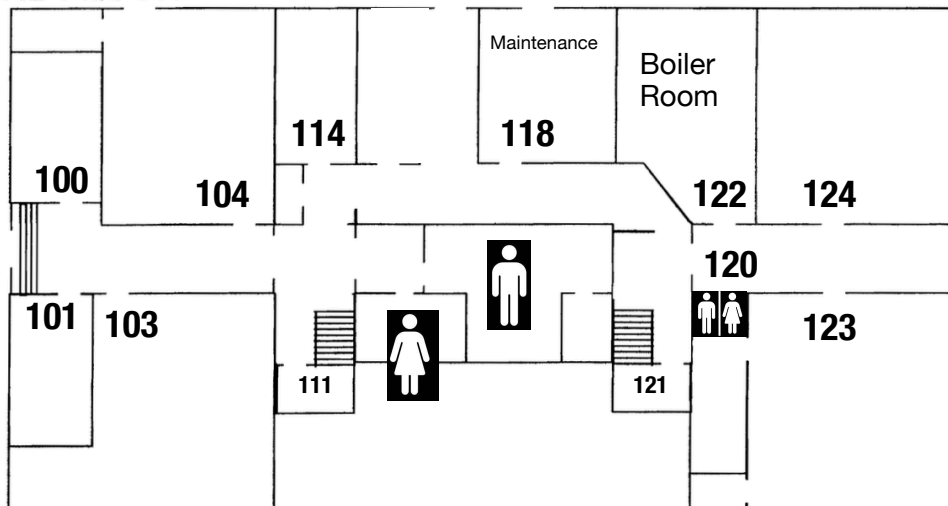
2nd  
FLOOR

MIDDLE FLOOR



1st  
FLOOR

GROUND FLOOR



MASS. AVE.

# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Approve: One-Day Liquor License - Spectacle Management, Inc., 1605 Massachusetts Avenue

### **PRESENTER:**

Jill Hai, Select Board Chair

### **ITEM NUMBER:**

C.2

### **SUMMARY:**

#### **Category: Decision-Making**

**Spectacle Management, Inc.** is requesting six One-Day Liquor Licenses to serve beer and wine at Cary Hall, located at 1605 Massachusetts Avenue, for the purpose of their Fall Concert Series. The concerts are scheduled for the following dates from 6:00 PM - 10:00 PM:

- Thursday, September 18, 2025 - Mother of Comedy Show
- Friday, October 3, 2025 - Vitamin String Quartet
- Sunday, October 5, 2025 - Illuminate
- Friday, October 10, 2025 - Juston McKinney
- Sunday, October 12, 2025 - Pink Martini
- Sunday, October 19, 2025 - Colin and Brad

The request has been reviewed by the Police Department, Fire Department, and Grounds Division, all of whom have no concerns.

### **SUGGESTED MOTION:**

Move to approve six One-Day Liquor Licenses for Spectacle Management, Inc. to serve beer and wine at Cary Hall, 1605 Massachusetts Avenue, during the Fall Concert Series on September 18, and October 3, 5, 10, 12, and 19, 2025, from 6:00 PM to 10:00 PM.

Move to approve the consent.

### **FOLLOW-UP:**

Select Board Office.

**DATE AND APPROXIMATE TIME ON AGENDA:**

8/18/2025



# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Approve: One-Day Liquor License - Galaray House, 1720 Massachusetts Avenue

### **PRESENTER:**

Jill Hai, Select Board Chair

### **ITEM NUMBER:**

C.3

### **SUMMARY:**

#### **Category: Decision-Making**

**Galaray House** is requesting a One-Day Liquor License to serve beer and wine at its First Friday Celebration on Friday, September 5, 2025, from 6:00 PM to 8:00 PM at 1720 Massachusetts Avenue. This event will feature artwork by local residents and serve as a community celebration.

### **SUGGESTED MOTION:**

Move to approve a One-Day Liquor License for Galaray House to serve beer and wine at 1720 Massachusetts Avenue on September 5, 2025, from 6:00 PM to 8:00 PM.

### **FOLLOW-UP:**

Select Board Office.

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

8/18/2025

# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Approve: License for Public Entertainment on Sunday - Friends of Lexington Bikeways

### **PRESENTER:**

Jill Hai, Select Board Chair

### **ITEM NUMBER:**

C.4

### **SUMMARY:**

#### **Category: Decision-Making**

#### **Friends of Lexington Bikeways**

Friends of Lexington Bikeways has requested a License for Public Entertainment on Sunday for the purpose of musical performances during the Bikeway Block Party on Sunday, September 14, 2025 from 10:00 AM - 5:00 PM. There will be musical performances at Emory Park, Bow Street Park & Tower Park.

### **SUGGESTED MOTION:**

To approve a License for Public Entertainment on Sunday for the purpose of musical performances during the Bikeway Block Party on Sunday, September 14, 2025 from 10:00 AM - 5:00 PM. There will be musical performances at Emory Park, Bow Street Park & Tower Park.

Move to approve the consent.

### **FOLLOW-UP:**

Select Board Office.

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

8/18/2025

### **ATTACHMENTS:**

Description

Type



## **Bikeway Block Party!**

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### Schedule of Events (Subject to Change):

- Bow St. Park:
  - 11A: TBD
  - Noon: Bolly X Bollywood Dance and Fitness
  - 1P: Jim Doran and the Blues Deluxe Band
  - 2P: Grävmeiners
  
- Tower Park:
  - 10A: LexPower Yoga with Harp
  - 11A: SHiNE Fitness
  - Noon: Kids' Dance (TBD)
  - 1P: TBD
  - 2P: Ideas, Not Theories - (bike percussion)
  
- Emery Park (Depot Square):
  - 11A: Jon Gersh and the Butterhounds
  - Noon: Margaret Moody Puppets
  - 1P: Yoga (Keith Herndon w/ Accompaniment)
  - 2P: TBD

# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Approve: Annual Theater License Renewal - Lexington Venue

### **PRESENTER:**

Jill Hai, Select Board Chair

### **ITEM NUMBER:**

C.5

### **SUMMARY:**

#### **Category: Decision-Making**

#### **Hastings Cinema Project, Inc. d/b/a Lexington Venue:**

Hastings Cinema Project, Inc. d/b/a Lexington Venue, 1794 Massachusetts Avenue, has submitted an application, and all necessary documents, to renew two Theater Licenses for the purpose of showing movies in Cinemas 1 and 2. Their current licenses expire on September 1, 2025.

The Fire Safety Inspection was completed and passed on August 7, 2025. A Certificate of Inspection was issued in August 7, 2025 by the Building Inspector. The Zoning Administrator did not have any concerns.

### **SUGGESTED MOTION:**

To approve the application and issue two Theater Licenses to Hastings Cinema Project, Inc. d/b/a Lexington Venue, 1794 Massachusetts Avenue, for Cinema 1 and Cinema 2 to show movies from September 1, 2025 through August 31, 2026.

Move to approve the consent.

### **FOLLOW-UP:**

Select Board Office.

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

8/18/2025



# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Approve: 'Friends of Lexington Bikeway' Request to Place Signage on Minuteman Bikeway in Advance of the Bikeway Block Party Event

### **PRESENTER:**

Jill Hai, Select Board Chair

### **ITEM NUMBER:**

C.6

### **SUMMARY:**

#### **Category: Decision-Making**

The **Friends of Lexington Bikeway** have requested permission to place approximately 10-12 lawn signs (18" x 24") along the Minuteman Bikeway, approximately one every 1/3 mile from Arlington through Bedford, to promote the 2025 Bikeway Block Party which will take place on Sunday, September 14, 2025. The signs would be installed around September 1st and removed within a few days following the event.

The group is also working with the Town Manager's Office to coordinate their separate request for sandwich board signage at Emery Park in front of the Lexington Depot.

The Select Board is asked to review and approve the Bikeway signage request as submitted.

### **SUGGESTED MOTION:**

Move to approve the request from Friends of Lexington Bikeway to place temporary lawn signs along the Minuteman Bikeway beginning on or around September 1, 2025, to promote the Bikeway Block Party on Sunday, September 14, 2025, with the understanding that the signs will be removed promptly following the event.



### **FOLLOW-UP:**

Select Board Office.

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

8/18/2025

**ATTACHMENTS:**

Description		Type
	Bikeway Block Party - Signage Request	Backup Material
	Lawn Sign - Bikeway Block Party 2025	Backup Material



## Samantha Lino

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**From:** Bikeway Block-Party! <bikeway @gmail.com>  
**Sent:** Friday, August 1, 2025 7:00 PM  
**To:** Select Board  
**Subject:** Signage Proposal - Bikeway Block Party  
**Attachments:** Lawn Sign - bikeway block party.png

Hello -

Please find the attached image of the proposed lawn sign for the 2025 edition of the Bikeway Block Party! It is 18" tall by 24" wide - traditional lawn sign dimensions. We are requesting permission to place approximately 12 - 15 of them 6 feet off the Minuteman Bikeway - one every 1/3 of a mile from Arlington through Bedford. We will have some maps of the event at the parks on Sunday, 9/14. We will plan on installing them around the first of September and removing them within a couple days of the event.

Also, we are hoping for permission to put up two of the signs at Emery Park in front of the Lexington Depot during the 2 weeks leading up to the event. In lieu of that, we're hoping to have a sandwich board sign along the Massachusetts Avenue border of the park and the sidewalk.

Thanks for your attention,  
-Jim Cadenhead

--

We hope you joined us as we celebrated the little victories and the big picture!  
Riding at Party Pace...

[bikewayblockparty.org](https://www.bikewayblockparty.org)

<https://www.instagram.com/bikewayblockparty/>

Brought to you by:  
Lexington Friends of the Bikeway  
Munroe Center for the Arts



**Sunday  
Sept. 14**

A full day of art,  
performances, and  
activities for  
everyone!

Check out the  
schedule online:



[bikewayblockparty.org](http://bikewayblockparty.org)

# BIKEWAY BLOCK PARTY

# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Approve: Select Board Committee Appointments

### **PRESENTER:**

Jill Hai, Select Board Chair

### **ITEM NUMBER:**

C.7

### **SUMMARY:**

#### **Category: Decision-Making**

#### **Appointments: Town Celebrations Committee & Subcommittee**

Elizabeth Wenrong Xu is currently a full member of Town Celebrations Committee. The Select Board is being asked to update her appointment to now be on the Town Celebrations Subcommittee.

Ashley E. Rooney is currently on the Town Celebrations Subcommittee. The Board is being asked to now appoint her as a full member of the Town Celebrations Committee, taking over the seat previously held by Elizabeth Wenrong Xu.

Both appointments are effective immediately.

### **SUGGESTED MOTION:**

#### **Town Celebrations Subcommittee**

To appoint Elizabeth Wenrong Xu to the Town Celebrations Subcommittee, effective immediately.

#### **Town Celebrations Committee**

To appoint Ashley E. Rooney as a full member of the Town Celebrations Committee, effective immediately.

Move to approve the consent.

### **FOLLOW-UP:**

Select Board Office.

**DATE AND APPROXIMATE TIME ON AGENDA:**

8/18/2025

# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Approve: Select Board Committee Appointment Term Correction

### **PRESENTER:**

Jill Hai, Select Board Chair

### **ITEM NUMBER:**

C.8

### **SUMMARY:**

#### **Category: Decision-making**

At the July 21, 2025 Select Board meeting, Jeremy M. Bowman was appointed to the **Transportation Advisory Committee** to fill the unexpired term of a member who resigned. The appointment was incorrectly recorded with a term expiration date of September 30, 2025. The correct expiration date, consistent with the unexpired term he is filling, is September 30, 2027. The Select Board is being asked to accept this correction, effective immediately.

### **SUGGESTED MOTION:**

To accept the correction of Jeremy M. Bowman's term expiration date on the Transportation Advisory Committee from September 30, 2025 to September 30, 2027, effective immediately.

Move to approve the consent.

### **FOLLOW-UP:**

Select Board Office.

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

8/18/2025

# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Approve: Town Manager Committee Appointment

### **PRESENTER:**

Jill Hai, Select Board Chair

### **ITEM NUMBER:**

C.9

### **SUMMARY:**

#### **Category: Decision-Making**

The Town Manager, at the suggestion of the Youth Commission, would like the Select Board to approve the appointment of Anthony Mabardy to the Youth Commission. Mr. Mabardy's new term is effective immediately with a term set to expire April 30, 2028.

### **SUGGESTED MOTION:**

To confirm the Town Manager's appointment of Anthony Mabardy to the Youth Commission with a term set to expire April 30, 2028.

Move to approve the consent.

### **FOLLOW-UP:**

Town Manager's Office

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

8/18/2025

### **ATTACHMENTS:**

Description

Type

📁 Mabardy-application

📁 Mabardy-resume

Backup Material

Backup Material

Application Form

Profile

Attendance to a regularly scheduled meeting of the board or committee of interest is strongly encouraged when considering applying for membership. All committee meetings are open to the public and are posted at least 48 hours in advance of the meeting in our [www.lexingtonma.gov/calendar](http://www.lexingtonma.gov/calendar).

If you are appointed to the board or committee for which you have applied, information from this application will be used to contact you regarding your appointment from the appointing authority as well as the Town Clerk’s Office. Please do not offer information on this application you would prefer we not use.

Applications will be kept on file and considered as vacancies occur for up to six months unless otherwise noted.

If you have any questions or need more information regarding the completion of the application, please contact either the Select Board Office at 781-698-4580 or the Town Manager’s Office at 781-698-4540.

Anthony M Mabardy  
First Name Middle Initial Last Name

Nickname

Anthony

Preferred Title (i.e. Mr., Ms., Mx., Dr., Rev .....

Mr.

Alternate Email Address (Optional)

Home Address Suite or Apt Lexington MA 02420  
City State Postal Code

Length of Residence in Lexington (Note: ZBA requirement is a minimum of 8 years)

23 Years

What Precinct do you live in?

Precinct 1

Mobile: Primary Phone Alternate Phone



Luks & Santaniello

Employer

Paralegal

Job Title

## Work Address

[REDACTED]

## Which Boards would you like to apply for?

Youth Commission: Submitted

## Interests & Experiences

Please tell us about yourself and why you want to serve.

## Special Training and/or Qualifications

I served on the Youth Commission as a member from 2016 to 2020. I served as a Team Leader, Secretary and President in my time on the Youth Commission along with being a member of many other groups at Lexington High School. At the College of the Holy Cross, I participated in a variety of service opportunities I tutored middle schoolers at the Worcester East Middle School and the Nativity School of Worcester as an intern for the Community Based Learning Program at Holy Cross. As an intern for this program, I led weekly reflections in Holy Cross classes to give an opportunity for students to reflect on their service and connect it to what they were learning in the classroom. I also served as a site manager for Working for Worcester, a non-profit organization which I oversaw the construction of playgrounds being built for elementary schools and other public areas in Worcester, MA. I also served as an orientation leader and a relationship peer educator at Holy Cross.

[Mabardy\\_Anthony-  
\\_2025\\_Resume.pdf](#)

Upload a Resume

## Why are you interested in serving on a board or commission?

I truly enjoyed my experience in high school as a member of the Lexington Youth Commission. Now that I am out of college, I thought that this would be a great way for me to once again become involved with the Lexington community and pursue my passion for service and helping others.

## How did you hear about the board or commission for which you are applying?

My friend and neighbor Nancy Barter introduced me to the Youth Commission. I was a member from 2016 to 2020.

## Have you recently attended any meetings of the board or committee for which you are applying?

☐ Yes ☒ No

## Have you confirmed your availability to attend the board or committee's meetings? (i.e. can attend at the time the committee regularly meets)

☒ Yes ☐ No

Anthony M Mabardy

**Do you currently serve on another board or committee?**

☐ Yes ☒ No

**If yes, please list date of most recent Conflict of Interest Law Training.**

N/A

Conflict of Interest Law Training Certificate

**EDUCATION**

<b>College of the Holy Cross, Worcester, MA</b> (Class of 2024)	2020 – 2024
Bachelor of Arts in Political Science on pre-law track, Minor: Anthropology	
GPA: 3.51	<i>Cum Laude</i>
<b>Lexington High School, Lexington, MA</b>	2016 – 2020
High School Diploma (National Honors Society for students with 3.5 GPA and above)	

**PROFESSIONAL EXPERIENCE**

<b>Luks, Santaniello, Petrillo, Cohen and Peterfriend, Paralegal</b>	June 2024- Present
<i>Boston, MA</i>	
<ul style="list-style-type: none"><li>Review and summarize deposition transcripts, medical records, and other discovery documents for attorney review</li><li>Prepare and file court documents, ensuring accuracy and compliance with local and federal rules of procedure</li><li>Coordinate and maintain calendars for multiple attorneys, scheduling court appearances, depositions, meetings, and other key events</li><li>Manage and organize case files, including emails, document production, electronic filing and other documents</li><li>Manage and track billing entries for a partner, ensuring accurate and timely submission of billable hours in accordance with firm policies and client guidelines</li><li>Correspond with clients, experts, and third parties to gather case information, schedule meetings, and ensure timely communication, fostering strong relationships and supporting case progress.</li></ul>	
<b>Eversource Energy, Community Relations and Government Affairs Intern</b>	May 2023- August 2023
<i>Dorchester, MA</i>	
<ul style="list-style-type: none"><li>Summarized bills to be heard before hearings for Government Affairs Department and reported to superior</li><li>Attended Joint Committee Hearings at the Massachusetts State House</li><li>Completed various projects and trainings for the Community Relations and Government Affairs department</li><li>Met with third party lobbyist firms before hearings</li></ul>	
<b>Smitty's Ice Cream, Store Manager</b>	June 2018 – August 2022
<i>Falmouth, MA</i>	
<ul style="list-style-type: none"><li>Managed inventory and vendor management at multiple locations</li><li>Collected and organize large cash transactions and execute daily bank deposits</li><li>Served as face of company and interact with diverse customer base</li><li>Demonstrated strong interpersonal communication skills through management of fifteen employees across multiple locations</li></ul>	

**CERTIFICATIONS**

<b>Boston University Online Certificate in Paralegal Studies</b>	January 2024- April 2024
<ul style="list-style-type: none"><li>Completed a 14-week Paralegal Certificate Program at Boston University</li></ul>	

**HONORS AND AWARDS**

<b>National Society of Leadership and Success</b>	2021- 2024
<b>College of the Holy Cross Presidential Service Award, Nominee</b>	May 2024
<b>College of the Holy Cross Student Leadership Award, Nominee</b>	May 2024
<b>College of the Holy Cross Experiential Learning Partial Credit, Recipient</b>	2024
<ul style="list-style-type: none"><li>Completed over 200 hours of service</li><li>Selected based on evaluation from supervisor and written personal reflection essays</li></ul>	

**VOLUNTEER WORK**

<b>College of the Holy Cross Community Based Learning Program, Intern</b>	2021- 2024
<i>Worcester, MA</i>	
<ul style="list-style-type: none"><li>Participated in weekly volunteering at community partners and attend monthly program meetings</li><li>Led special class reflections and runs different program events</li><li>Held weekly office hour</li></ul>	
<b>Working For Worcester, Site Manager</b>	2021- 2024
<i>Worcester, MA</i>	
<ul style="list-style-type: none"><li>Managed demolition and construction of playgrounds and other renovations for schools in Worcester</li><li>Managed volunteers and in charge of recruitment for various sites</li></ul>	

# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Approve: Select Board Minutes

### **PRESENTER:**

Jill Hai, Select Board Chair

### **ITEM NUMBER:**

C.10

### **SUMMARY:**

#### **Category: Decision-making**

The Select Board is being asked to approve the following set of minutes:

- July 16, 2025 Joint Meeting
- July 17, 2025 Select Board Goals Retrea

### **SUGGESTED MOTION:**

To approve and release the following minutes:

- July 16, 2025 Joint Meeting
- July 17, 2025 Select Board Goals Retreat

Move to approve the consent.

### **FOLLOW-UP:**

Select Board Office.

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

8/18/2025

### **ATTACHMENTS:**

Description	Type
 DRAFT 071625 Joint Housing Meeting minutes	Backup Material



**SELECT BOARD MEETING**  
**Wednesday, July 16 2025**

A Joint Meeting of the Select Board, Affordable Housing Trust, Housing Partnership Board, Lexington Housing Authority, Regional Housing Services Office and LexHab was called to order at 9:00am on Wednesday, July 16, 2025, in Police Station Community Room, 1575 Massachusetts Avenue via hybrid meeting services.

Present for the Select Board: Ms. Hai, Chair; Mr. Pato; Mr. Lucente; Mr. Sandeen and Ms. Kumar were present, as well as Mr. Bartha, Town Manager; Ms. Axtell, Deputy Town Manager(remote participation); and Ms. Katzenback, Executive Clerk(remote participation).

Present for the Affordable Housing Trust: Ms. Tung, Chair; Ms. Prosnitz; Ms. Payne and Mr. Erickson

Present for the Housing Partnership Board: Ms. Manz, Chair; Ms. Thompson; Ms. Weiss; Mr. Linton; Ms. Heitz; Mr. Hornig; Ms. Morrison and Ms. Cohen

Present for the Lexington Housing Authority: Ms. Foley

Present for LexHab: Mr. Burbidge; Ms. Morrison and Mr. Tanner

Present for the Regional Housing Services Office: Ms. Rust

Also in attendance: Mr. Wortmann, Novel Communications, LLC, Facilitator

**ITEMS FOR INDIVIDUAL CONSIDERATION**

1. Facilitated Discussion: Roadmap, Roles, Responsibilities, Resources for Lexington Housing Entities

Ms. Hai stated the goal for the afternoon was to foster collaboration among the town's various housing-focused entities to create a cohesive and effective roadmap for advancing affordable housing in Lexington. Mr. Bartha added that the meeting was intended to help clarify the roles, responsibilities, and resources of each group to ensure all parties are working together efficiently.

The meeting was then turned over to facilitator Jon Wortman, who led the groups through a series of exercises designed to create clarity and define a path forward.

Each group was asked to define its primary role and funding sources.

- Lexington Housing Authority (LHA): The low-income housing provider for the town, funded primarily by federal (HUD) and state subsidies, with some local funds (CPC, HOME). They are required to follow specific guidelines and regulations.
- Lexington Housing Assistance Board (LexHAB): A newly independent nonprofit that serves low- and moderate-income residents. It is funded primarily by rental income and CPC funds, with a goal to increase individual fundraising. It was noted that LexHAB is less tightly regulated than the LHA. They maintain existing properties as well as develop new affordable housing opportunities.
- Housing Partnership Board (HPB): An advisory committee to the Select Board that promotes and

supports housing production and preservation. It acts as an advocate for diverse housing options in Lexington and does not request funds.

- Affordable Housing Trust (AHT): Uses trust funds to preserve and develop safe, sustainable, healthy, and high-quality affordable homes . It is funded primarily by the Community Preservation Act (CPA), with less than 1% from developer in-lieu payments. The Trust was formed to respond to opportunities in real time and to provide flexibility for affordable housing real estate transactions throughout the year.
- Regional Housing Services Office (RHSO): A municipal collaboration providing housing inventory monitoring, administrative and technical assistance, and administration of the HOME program services to ten communities, including Lexington. Funded by fees from member communities.
- Town Staff: The "doers and problem solvers," funded by taxpayers. They provide expertise, implement policy, and carry out the work designated by the boards and committees.
- Select Board: The elected policy-setting and budget-setting body for the town. The Board approves comprehensive plans, makes appointments, manages the Town Manager, and advocates at the state and local levels.

The groups then identified what they see as the most significant problem statement for affordable housing in Lexington. The primary problems identified were:

- A lack of needed affordable housing units, driven by a lack of community support.
- Insufficient and unsustainable funding.
- Limited organizational capacity among the various groups.
- The general unaffordability of the town.
- The need for a greater diversity of housing options.

Each group proposed actions to address their identified problem statement.

- The Housing Partnership Board proposed building community support through educational fairs, panels, and community conversations, with a particular focus on educating Town Meeting members and improving the HPB website.
- LexHAB proposed demonstrating an efficient model of deeply affordable rental housing, promoting positive tenant stories, and collaborating with other groups on common informational materials like infographics to educate the public.
- The Affordable Housing Trust stated its primary goal is to leverage town funds to help the greatest number of people. In the next year, they plan to establish a tenant financial assistance program, enter into an agreement with an MBTA multi-family developer for affordability buy-downs, and continue to actively support the Lowell Street development to a successful conclusion.
- The Select Board identified the core problem as the lack of a defined community goal. Their proposed action is to work with staff and stakeholders to define a clear, measurable goal (e.g., achieving a "true 10%" subsidized housing inventory) with a specific timeframe and interim steps.
- Town Staff identified their role as helping establish clear, board-endorsed priorities with a clear understanding of which entity is responsible for each task.

The facilitator led a concluding discussion on how the group should work together towards increasing affordable housing options in Lexington.

It was agreed that the full joint group should meet two to four times per year to report on progress, improve collaboration amongst the housing-related boards and organizations and align with the Town Meeting and budget cycles. The next joint meeting was tentatively planned for December 2025 or January 2026.

## **ADJOURN**

**VOTE:** Upon a motion duly made and seconded, the Select Board voted 5-0 to adjourn the meeting at 12:00p.m.

A true record; Attest:  
Kim Katzenback  
Executive Clerk



SELECT BOARD MEETING  
Thursday, July, 17, 2025

A meeting of the Lexington Select Board was called to order at 9:00am on Thursday, July 17, 2025, in Estabrook Hall, 1605 Massachusetts Avenue. Ms. Hai, Chair; Mr. Pato, Mr. Lucente, Mr. Sandeen, and Ms. Kumar, were present, as well as Mr. Bartha, Town Manager; Ms. Axtell, Deputy Town Manager; and Ms. Katzenback, Executive Clerk(remote participation).

Also in attendance: Mr. Wortmann, Novel Communications, LLC, Facilitator

**ITEMS FOR INDIVIDUAL CONSIDERATION**

**1. Facilitated Session on Select Board/Town Manager FY2026-27 Goals**

Mr. Wortmann led a facilitated session with the Select Board, Town Manager, Deputy Town Manager and Senior Management Staff regarding Select Board/Town Manager FY2026-27 Goals. The Select Board discussed and created the following preliminary FY26-27 broad goal areas and performance goals:

Goal 1: Complete the LHS project

1. Proactively drive actions within our control to meet planned timelines with MSBA and Legislature
2. Find opportunities to lower the cost and be transparent of the impact on resident taxes
3. Engage residents to explain and address tax implications
4. Identify and complete a plan to mitigate disruption before construction begins

Goal 2: Clean, Healthy, Resilient Lexington

1. Electrify Buildings and Vehicles
2. Transition to 100% Renewable energy
3. Reduce waste generation, improve composting and recycling

Goal 3: Economic and Community Vibrancy

1. Evaluate and bring forward options for next steps the Center Business District
2. Integrate the Community Outreach and Equity position into the fabric of the community
3. Analyze and propose strategies for top economic priorities in all business districts

Goal 4: Fiscal Stability

1. Avoid operational override
2. Identify areas where commercial tax base can grow
3. Convene conversations on revenue diversification
4. Develop a five-year long-term financial plan

Goal 5: Livable Community

1. Review implementation options of housing goals from the Comprehensive Plan

2. Advance Bicycle/Pedestrian Access Plan and Traffic Safety Group Recommendations as a means of increasing multi-modal and public transportation
3. Review strategies that increase a sense of community across the life, ability and economic span

At a future meeting, the Select Board will work from these preliminary goals towards finalizing their FY2026-27 Goals.

**ADJOURN**

**VOTE:** Upon a motion duly made and seconded, the Select Board voted 5-0 to adjourn the meeting at 12:00p.m.

A true record; Attest:  
Kim Katzenback  
Executive Clerk

# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Application: Liquor License Change of Manager Amendment - Lexington Lodge #2204B.P.O.E

### **PRESENTER:**

Jill Hai, Select Board Chair

### **ITEM NUMBER:**

I.1

### **SUMMARY:**

#### **Category: Decision-Making**

The Lexington Lodge of Elks has submitted all the necessary paperwork needed to request a change of manager to be Steven Lydon on their All Alcohol Club Liquor License.

The proposed manager, Steven Lydon, has submitted a current Alcohol Awareness Training Certificate and the required CORI check has been completed. He will be at the meeting to answer any questions the Board may have.

### **SUGGESTED MOTION:**

Move to approve the application from Lexington Lodge #2204 B.P.O.E for a Change of Manager and, once approved by the ABCC, issue the updated 2025 Club Liquor License to Lexington Lodge #2204 B.P.O.E, with Steven Lydon named as Manager.

### **FOLLOW-UP:**

Select Board Office

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

8/18/2025

7:00pm

### **ATTACHMENTS:**

Description	Type
□ Elks Change of Manager application	Backup Material





*The Commonwealth of Massachusetts*  
**Alcoholic Beverages Control Commission**  
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

**AMENDMENT-Change of Manager**

☐ Change of License Manager

**1. BUSINESS ENTITY INFORMATION**

Entity Name

Municipality

ABCC License Number

LEXINGTON LODGE #2204 B.P.O.E.

00013-CL-0612

**2. APPLICATION CONTACT**

The application contact is the person who should be contacted with any questions regarding this application.

Name

Title

Email

Phone

Steven Lydon

Rxalted Ruler

stevenlydon@hotmail.com

781-983-6014

**3A. MANAGER INFORMATION**

The individual that has been appointed to manage and control of the licensed business and premises.

Proposed Manager Name Steven Lydon

Date of Birth 01/02/1964

SSN

Residential Address

32 Bennett Street Waltham, MA 02453

Email

stevenlydon@hotmail.com

Phone

781-983-6014

Please indicate how many hours per week you intend to be on the licensed premises

25

Last-Approved License Manager

Audrey Martignetti

**3B. CITIZENSHIP/BACKGROUND INFORMATION**

Are you a U.S. Citizen/Qualified Alien under the Immigration and Nationality Act?

☒ Yes ☐ No

If yes, attach one of the following documents: US Passport, Voter's Certificate, Birth Certificate, Naturalization Papers, Green Card or Employment Authorization Document.

Have you ever been convicted of a state, federal, or military crime?

☐ Yes ☒ No

If yes, fill out the table below and attach an affidavit providing the details of any and all convictions. Attach additional pages, if necessary, utilizing the format below.

Date	Municipality	Charge	Disposition

**3C. EMPLOYMENT INFORMATION**

Please provide your employment history. Attach additional pages, if necessary, utilizing the format below.

Start Date	End Date	Position	Employer	Supervisor Name
1986	2019	Firefighter	City of Waltham	Chief Mullen

**3D. PRIOR DISCIPLINARY ACTION**

Have you held a beneficial or financial interest in, or been the manager of, a license to sell alcoholic beverages that was subject to disciplinary action? ☐ Yes ☒ No If yes, please fill out the table. Attach additional pages, if necessary,utilizing the format below.

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Manager's Signature

Date

8/4/25

## APPLICANT'S STATEMENT

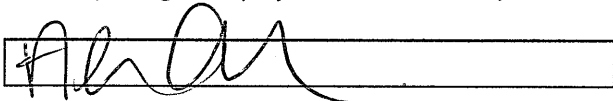
I, Alysia osgood-Murphy the: ☐ sole proprietor; ☐ partner; ☒ corporate principal; ☐ LLC/LLP manager  
Authorized Signatory  
of Lexington Lodge #2204 BPOE  
Name of the Entity/Corporation

hereby submit this application (hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statements and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.
- (10) I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature:



Date:

8/6/25

Title:

EXALTED RULER



# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Lexington High School Project

### **PRESENTER:**

Board Discussion

### **ITEM NUMBER:**

I.2

### **SUMMARY:**

#### **Category: Informing/ Decision-making**

Mike Cronin, Director of Facilities and Carolyn Kosnoff, Assistant Town Manager for Finance will provide the following information to the Board regarding the Lexington High School Project:

- Presentation School Building Committee Vote Regarding Submission to MSBA
- Presentation of Integrated Building Design Schematic Phase Report
- Update and review of assumptions for preliminary financial modeling

### **SUGGESTED MOTION:**

N/A

### **FOLLOW-UP:**

N/A

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

8/18/2025

7:05pm

### **ATTACHMENTS:**

Description	Type
<input type="checkbox"/> LHS update. SelectBoard	Presentation
<input type="checkbox"/> Reference - Integrated Building Design and Construction Policy	Backup Material
<input type="checkbox"/> LHS Debt and Taxpayer Impact Assumptions	Exhibit



# Lexington High School

## Select Board Meeting



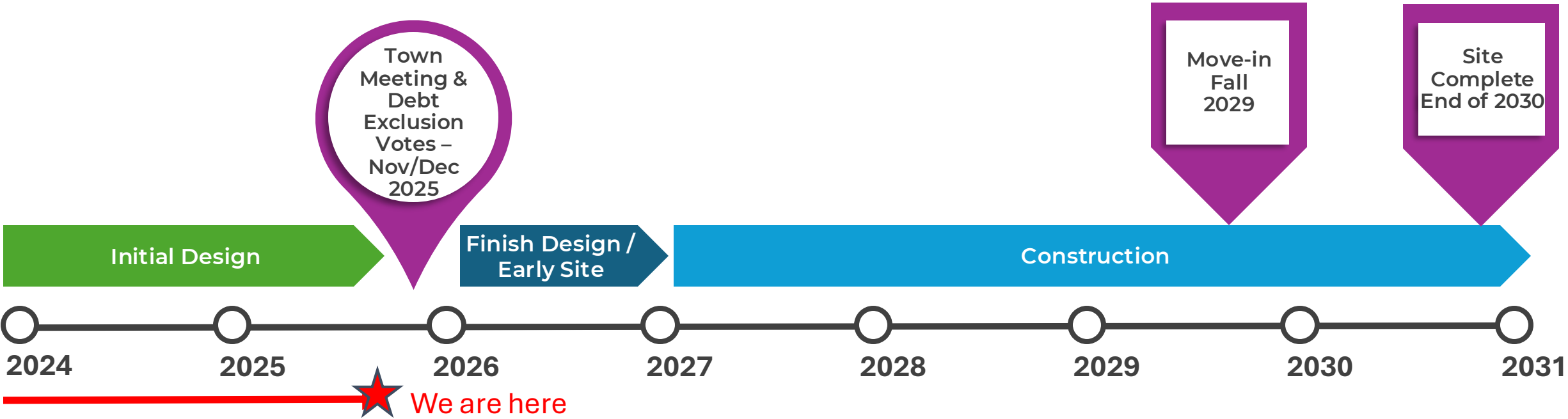
# Agenda

- 1 Schedule
- 2 Article 97 & MEPA Schedule
- 3 Building & Site Design Overview
- 4 Integrated Building Design & Construction Policy (IBD&C)
- 5 Red List Review
- 6 Project Budget



# Schedule

# Project Timeline/ Anticipated Overall Project Timeline



Construction duration is shown to provide a potential range.

Final duration will be determined toward the end of initial design and after local Fall 2025 Town votes.

Anticipated move-in currently shown in 2029 based on the preferred option C.5b ‘Bloom’, with sitework complete in 2030.



# Article 97 & MEPA Filings

# Article 97 & MEPA Schedule

## Article 97 Schedule

PLPA Upload	8/29/2025
Anticipated EOEEA decision on proposed change in use	Fall 2025/Winter 2026
Lexington files bill following Town Meeting & EOEEA decision	Fall 2025/Winter 2026
Anticipated timing of Legislative action on proposed bill	Winter/Spring 2026

## MEPA Schedule

Expanded Environmental Form Submission (EENF)	8/15/2025
Environmental Monitor Publication	8/22/2025
Public Comment Period, EENF	9/11/2025*
EENF Decision	9/22/2025*
Single Environmental Impact Report (SEIR)	January 2026, TBD

\* pending review period





# Building & Site Design Overview

Site Design / Campus Scale





# Exterior Building Design



Perspective at West Entrance



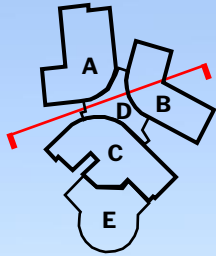
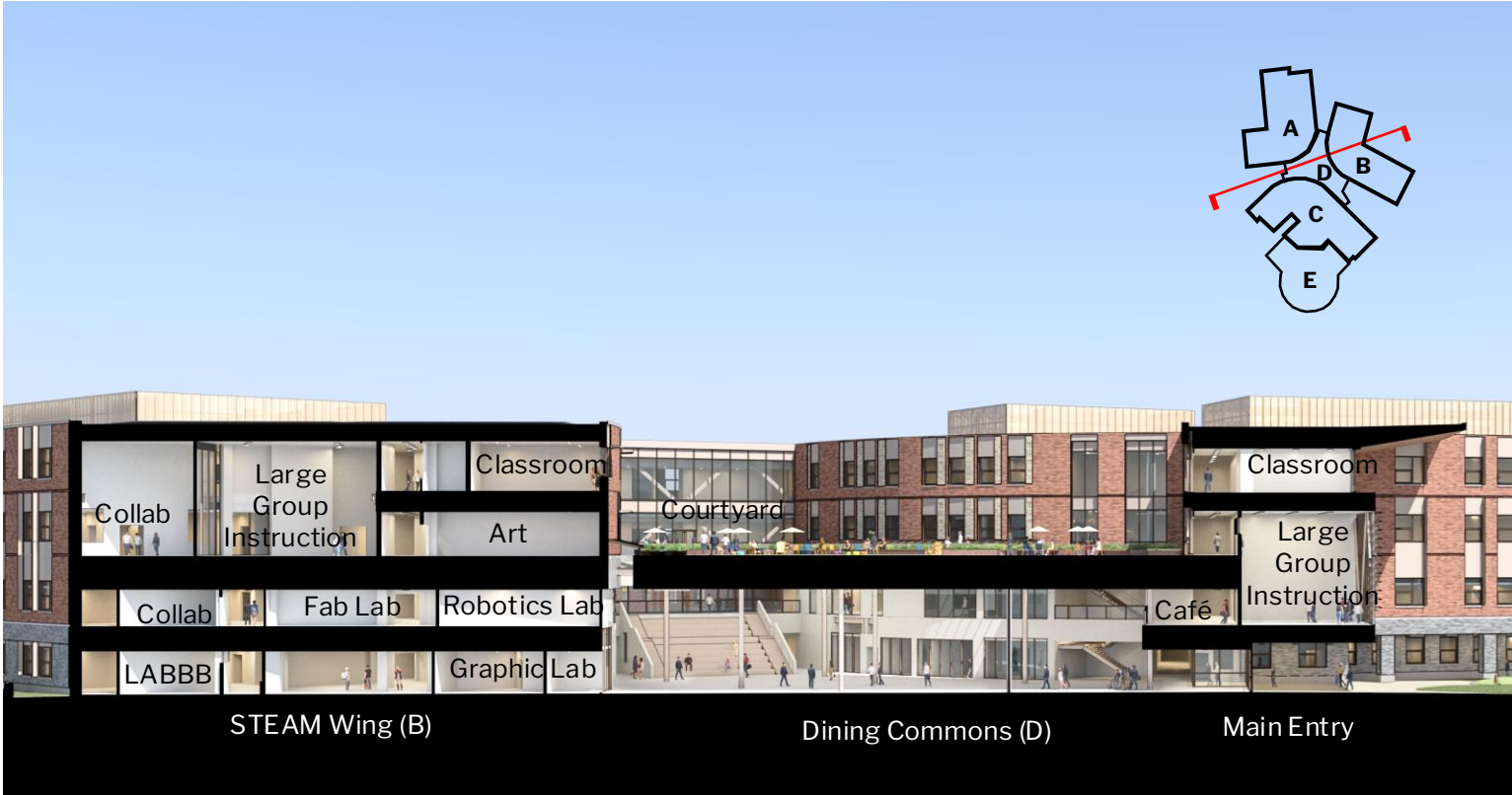
Perspective at Level 3 Courtyard



Perspective at East Entrance



Building Section at Feature Spaces



Perspective at Large Group Instruction



Perspective at Dining Commons



# Integrated Building Design & Construction Policy (IBD&C)

## IDB&C Tracking

- Resilience (School Level 3, Gym Level 2)
- Green Vehicles (4% installed, 50% readiness)
- Net Zero Energy Use
- All-Electric Zero Emissions on-site
- Demand Response
- Maximize On-site Renewable Energy
- Battery Storage
- Embodied Carbon (tracking at each design phase)
- Materials – Red List (evaluation ongoing)

## LEEDv4 Tracking: LEED Gold Certification

LEEDv4 Category	Points	
	Yes	TBD Maybe/Unlikely
Integrative Process	1	
Location & Transportation	7	2/2
Sustainable Sites	5	4/3
Water Efficiency	4	1/1
Energy & Atmosphere	26	3/1
Materials & Resources	7	2/3
Indoor Environmental Quality	8	2/4
Innovation	6	
Regional Priority	3	1
<b>Total</b>	<b>67 (Gold)</b>	<b>15/14</b>



# Net Zero Energy and On-Site Renewable Energy

## Building Energy Use:

- EUI Goal: 25 kBtu/SF/yr. Or better
- Estimated schematic Design (SD): **25.9 kBtu/SF/yr.**
- Operational Carbon Reduction: 53.6% relative to the Stretch Code baseline

## On-Site Renewable Energy:

- Maximize On-site Renewable Energy: **Net Positive relative to the 25.9 EUI**
- Battery Storage: Peak Load Management and Demand Response Program

**Embodied Carbon [Materials]:** 25% reduction goal



# Red List Review

**Toxics** – Avoid the use of red list substances as recommended by Lexington Board of Health (memo dated March 4, 2018), except when no practical alternative is available. Utilize Healthy Building Network (or the equivalent) information in the design and selection of materials and consider using products and services established by the Environmentally Preferable Purchasing program or other successor program of the Commonwealth of Massachusetts or other similar cooperative purchasing programs.

*From Integrated Building Design & Construction Policy*

# Declaration Status

### RED LIST FREE

products disclose 100% of ingredients present at or above 100 ppm (0.01%) in the final product and do not contain any Red List chemicals.

### RED LIST APPROVED

products disclose a minimum of 99% of ingredients present in the final product and meet the LBC Red List Imperative requirements through one or more *approved exceptions*.

### DECLARED

products disclose 100% of ingredients present in the final product but contain one or more Red List chemicals that are not covered by an approved exception.

\*Red List is very focused on interior materials. There is limited market availability for exterior materials, MEP, etc.





# LBC Red List and the Design Process

## PDP/PSR Phase:

- Introduced the Red List and application
- Began research based on the most feasible products (precedent projects)

## Schematic Design Phase:

- Lexington Police Station project shared by DPF (Red List materials utilized)
  - Vetted and integrated within our material evaluations
- **Police station studied 4 divisions, LHS project will study divisions 1-32**

## Design Development Phase:

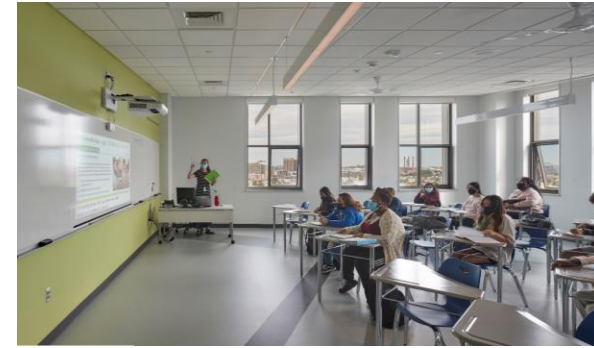
- Red List language integrated into the specifications
- Material procurement assessment with Turner (recommended materials palette)
- **PBC, SBC, SB & SC review and approval of potential options**



## Interior Materials Focus:

Areas of the building where humans are interacting with materials from the built environment.

- Floors
- Walls
- Ceiling



# Red List Materials Summary

# Red List Material Summary – Spec Section Divisions: 03-12

Spec Section Division	Are Red List Free/Approved Products Available?
03-Concrete	Sealants only – Ongoing Research
04-Masonry	Interior only – Ongoing Research
05-Metals	Interior only - Ongoing Research
06-Wood, Plastics, Carpentry	Some Red List Approved Products
07-Thermal & Moisture Protection	Minimal Red List Free Products – ongoing research
08-Openings	Minimal Red List Free Products – ongoing research
09-Finishes	Division w/ the most Red List Free Products
10-Specialities	N/A and/or Ongoing Research
11-Equipment	N/A and/or Ongoing Research
12-Furnishings	Minimal Red List Free Products – ongoing research

SD Research Focus Area

## Red List Material Summary – Spec Section Divisions: 13-32

Spec Section Division	Red List Status
13-Special Construction	N/A/Ongoing Research
14-Conveying Equipment	N/A/Ongoing Research
21-Fire Suppression	Insulation/sealants: Ongoing Research
22-Plumbing	Insulation/sealants: Ongoing Research
23-Heating Ventilating and Air Conditioning	Insulation/sealants: Ongoing Research
26-Electrical	Insulation/sealants: Ongoing Research
27-Communications	N/A/Ongoing Research
28-Electronic Safety and Security	N/A/Ongoing Research
31-Earthwork	N/A/Ongoing Research
32-Exterior Improvements	N/A (to be discussed)/Ongoing Research

Red List Free	Red List Approved	<u>Declared</u>	N/A or No Practical Alternative Available
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# Red List Materials – SD Research Focus

# Red List Material Focus – Spec Section Division: 06-08

\*Products are only defined as an equal based on red list status.

Spec Section Division	Material Type	Manufacturer #1	Manufacturer #2	Manufacturer #3	Are there three equals?
06-Wood, Plastics, Carpentry	Plastic Laminate Millwork	Wilsonart	Formica	Pionite	Yes
07-Thermal & Moisture Protection	Waterproofing	Ongoing Research			Ongoing Research
	Insulation (Interior Cellulose)	Rockwool	Greenfiber	Ongoing Research	Ongoing Research
	Roofing	Ongoing Research			Ongoing Research
	Fireproofing	Ongoing Research			Ongoing Research
08-Openings	Doors (hollow metal frames)	Assa Abloy	Baron	Ongoing Research	Ongoing Research
	Glazing	Ongoing Research			Ongoing Research
	Door Hardware	Ongoing Research			Ongoing Research

# Red List Material Focus – Spec Section Division: 09-Finishes

\*Products are only defined as an equal based on red list status.

Spec Section Division	Material Type	Manufacturer #1	Manufacturer #2	Manufacturer #3	Are there three equals?
09-Finishes	Gypsum Wall Board	USG			Proprietary
	Tiling	Dal Tile	American Olean	Crossville	Yes
	Acoustical Ceiling Panels	Armstrong	CertainTeed	USG	Ongoing Research
	Acoustical Metal Pan Ceilings	Armstrong	Ongoing Research		Ongoing Research
	Wood Ceilings	Linea Solid Wood Systems	Armstrong	9Wood	Ongoing Research
	Wood Athletic Flooring	Ongoing Research			Ongoing Research
	Resilient Sheet Flooring (Rubber)	Nora	Roppe	Ongoing Research	Ongoing Research
	Resilient Base	Nora	Roppe	Tarkett	Ongoing Research
	Linoleum Flooring	Tarkett	Forbo	Mannington	Ongoing Research
	Resilient Carpet Tile Flooring	J+J Flooring	Forbo	Ongoing Research	Ongoing Research
	Resilient Athletic Flooring	Roppe	Zandur	Capri Collections	Yes
	Resinous Matrix Terrazzo Flooring	Terrazzo & Marble Supply Co.	Duracryl	Ongoing Research	Ongoing Research
	Resinous Epoxy Flooring	Ongoing Research			Ongoing Research
	Carpet (tile & broadloom)	Mohawk	Bentley	Milliken	Yes
	Fabric-Wrapped Acoustic Panels	Armstrong	Ongoing Research		Ongoing Research
	Tectum Wood Fiber Acoustic Panels	Armstrong			Proprietary
	Sprayed Acoustic Insulation	Int. Cellulose Corp.	Green Fiber	Sonospray	Ongoing Research
	Painting	Sherwin Williams	Benjamin Moore	Behr	Yes





# Project Budget

## Schematic Design Pricing

Description	PSR	SD	Delta
Construction Cost	\$529.7M	\$534.1M	+\$4.4M
Soft Cost	\$105.9M	\$94.5M	-\$11.4M
Owner Contingency (Construction and Soft Cost)	\$26.5M	\$31.1M	+\$4.6M
<b>Total Project Budget</b>	<b>\$662.1M</b>	<b>\$659.7M</b>	<b>-\$2.4M</b>
Anticipated MSBA Grant	\$100M	\$111M	+\$11M
Mass Save	\$9M	\$4.5M	-\$4.5M
LABBB Contribution	\$0M	\$1M	+\$1M
<b>Anticipated District share</b>	<b>\$553.1M</b>	<b>\$543.2M</b>	<b>-\$9.9M</b>

### Notes:

- Pricing above based on Turner's reconciled estimate dated 7/24/25.
- MSBA Grant amount not confirmed until after Schematic design submission.
- MSBA Grant listed above assumes LABBB program will be included as eligible in SPED
- Soft Costs include Designer and OPM Fees, Furniture, Fixtures, Equipment, Technology, utility back charges, construction testing firms, and other project costs that will be incurred by the town.
- Town of Lexington to confirm how Capital Stabilization fund will be utilized to offset taxpayer impact



## Upcoming meetings

PBC Present costs and introduce VE list	7/31/25
MEPA EJ Community Meeting	7/31/25
SBC Present costs and introduce VE list	8/4/25
PBC Recommend VE items to SBC	8/7/25
SBC Confirm VE	8/11/25
Community Meeting No. 13	8/13/25
SBC Vote to approve budget and SD submission	8/18/25
<b>Selectboard IBD&amp;C Phase Report</b>	<b>8/18/25</b>
School Committee IBD&C Phase report	8/26/25
Community Meeting No. 14	9/18/25
Community Meeting No. 15	10/14/25
Special Town Meeting	11/3/25 & 11/4/25
Debt Exclusion Vote Deadline	12/08/25

## MSBA Dates

OPM Notification to MSBA (10 days prior to submission)	8/13/25
Submit Schematic Design package to MSBA	8/28/25



# Thank you.

## **SELECT BOARD & SCHOOL COMMITTEE POLICY**

### ***INTEGRATED BUILDING DESIGN & CONSTRUCTION POLICY***

Date Approved by SB: June 21, 2023 Signature of Chair: 

Date Approved by SC: September 12, 2023 Signature of Chair: 

Supersedes: Integrated Building Design & Construction Policy, October 7, 2019

#### **I. Purpose of Policy**

1. To maximize the health and well-being of building occupants and the public at large.
2. To ensure the Town will design and construct its buildings to meet programmatic requirements while enabling operations to achieve the highest reasonably attainable and economically viable performance standards for health, energy, and resilience.
3. To guide the overall project delivery of a Town facility from a scope, schedule, and cost standpoint while maximizing sustainability objectives.
4. To evaluate and select optimal designs which (1) address the building's intended programmed use and which (2) minimize and mitigate the negative impacts of development, construction and building operations on the natural environment.
5. To maximize onsite renewable energy production given each building's respective site and site use, while minimizing energy use and operational costs of Town buildings.
6. To provide resilient and maintainable buildings.

#### **II. Responsibility**

The Select Board (SB) and School Committee (SC) are responsible for adopting this policy and goals for school buildings. The Select Board is responsible for adopting this policy and goals for all other Town buildings. The term "Elected Boards" is used to identify these two bodies throughout this policy and goals.

The Town Manager, Superintendent of Schools, Director of Public Facilities, and Permanent Building Committee (PBC) shall be responsible for the adherence to this policy and the Town Manager is authorized to adopt additional guidelines, objectives, and supplemental materials to effectuate this policy and goals.

The project "stakeholder" group referred to in this policy and goals shall be determined by the Town Manager and Superintendent of Schools, when appropriate, in consultation with the Elected Boards, but should include but not be limited to, representatives of the Department of Public Facilities, Permanent Building Committee, the building occupants, Sustainable Lexington Committee, and an invitation for a liaison from the Capital Expenditures Committee.

#### **III. Scope**

1. This policy and attached goals apply to all Town funded building projects.
2. To the extent possible, all renovation and new projects, undertaken by the Town should achieve the "LEED Lexington" goals in the Integrated Building Design and Construction Goals Checklist and strive to achieve the LEED Silver standards, at a minimum. The application for LEED™ certification is optional, subject to available funding and the discretion of the Elected Boards prior to schematic

designs. The Elected Boards may choose to exempt certain building projects under their respective purview from these standards.

#### **IV. Policy**

The Department of Public Facilities and Elected Boards will strive to achieve the highest reasonably attainable and economically viable performance standards for health, energy, and resilience for Town building projects in accordance with the policy of the Elected Boards as follows:

1. Prior to initiating building design activities or selection of the design team, the project stakeholders shall establish specific targets for the project that consider each of the Integrated Building Design and Construction Goals Checklist as defined in Attachment A. The targets for School Department Buildings shall be approved by the School Committee and the Select Board. The targets for all other Town buildings shall be approved by the Select Board.
2. Design teams selected for all facility projects that are subject to this policy shall at a minimum include LEED™ accredited professionals with demonstrated experience in designing buildings that would meet the requirements of this policy and goals.
3. Prior to design, the project stakeholder group will make a recommendation to the Elected Boards whether to pursue the optional application for formal LEED™ Silver certification.
4. The Integrated Building Design and Construction Goals Checklist shall be monitored by the Department of Public Facilities and the Permanent Building Committee throughout the project to ensure that requirements of this policy and the agreed upon, attainable goals are met.
5. At the end of every project phase (feasibility, schematic design, design development, construction documents, and construction), the project design team will prepare an end of Project Phase Report that addresses the design's adherence to or departure from approved scope, cost, schedule and the Integrated Building Construction Goals Checklist as attached. Project success requires that the design approval at the end of the schematic phase and design development phase meet the approved scope, cost and schedule requirements. The Director of Public Facilities will submit these reports to the Elected Board(s). It is recommended that Elected Board liaisons give regular updates to their respective Boards outside of the project phase reporting.
6. The Town shall implement a post occupancy commissioning process when roughly 20% of the one year warranty period remains.
7. Projects must commence with and maintain a sufficient overall project budget and schedule.
8. The Department of Public Facilities and the Permanent Building Committee shall provide the design team with guidance for developing a work plan (consistent with a project specific version of Attachment B) that the design team shall then use to develop a work plan for the project.

#### **V. Policy Revisions and Updates**

1. No changes to the policy, goals, or attachments may be made without the formal approval of both Elected Boards.
2. This policy and its attachments, shall be reviewed and updated by representatives of the Permanent Building Committee and the Sustainable Lexington Committee, at a minimum, for approval by the Elected Boards every three years or sooner as required to reflect current, best practices and performance standards for health, energy, and resilience and any updates to applicable codes and reference materials, as well as to improve stakeholder coordination and project management, budget, and schedule control.<sup>i</sup>

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<sup>i</sup> This policy is to meet the goals set out in Article 33 of ATM 2013: Climate Change Resolution.

# Attachment A

## Integrated Building Design and Construction Goals Checklist





[illegible]

IBDP 1.3	LEED 4.0 LEA5	3	Renewable Energy Production (LEED 10%): Maximize onsite renewable energy.	Required	
IBDP 3.3	LEED 4.0 EA5	-	Utilize energy storage when cost effective to lower peak demand charges and integrate with onsite solar. Evaluate and report on options for campus micro-grids.	Required	
	LEED 4.0 EA6	1	Enhanced Refrigerant Management	Ev & Report	
	LEED 4.0 EA7	2	Green Power and Carbon Offsets	Ev & Report	
IBDP 1.4	LEED 4.0 EA8	-	Evaluate and present options for achieving net zero energy use.	Required	
IBDP 2.3	LEED 4.0 EA9	-	All electric, zero emissions on site design (excluding fuel for emergency backup power generators). Backup fossil fuel heating systems will require specific approval.	Required	

0	0	0	13	Materials and Resources	
Y			Req.	Storage and Collection of Recyclables: The operation of the completed building should support reuse/zero waste operations with attention to material flows and incorporate design features to achieve these ends. Present design options that meet Lexington's zero waste targets.	Required
Y			Req.	Construction and Demolition Waste Management Planning	Required
			5	Building Life-Cycle Impact Reduction: Using LEED criteria as well as an embodied carbon calculation, calculate and disclose the carbon impact of selected design options at each design phase, starting with feasibility. Include embodied carbon in the total life-cycle analysis for each design option, including renovations if applicable.	Ev & Report
			2	Building Product Disclosure and Optimization - Environmental Product Declarations	Ev & Report
			2	Building Product Disclosure and Optimization - Sourcing of Raw Materials	Ev & Report
			2	Building Product Disclosure and Optimization - Material Ingredients	Ev & Report
			2	Construction and Demolition Waste Management	Ev & Report

0	0	0	16	Indoor Environmental Quality	
Y			Req.	Minimum Indoor Air Quality Performance	Required
Y			Req.	Environmental Tobacco Smoke Control	Required
Y			Req.	Minimum Acoustic Performance (Schools)	Required
			2	Enhanced Indoor Air Quality Strategies : Enhanced Filtration – Install and properly maintain particulate matter filters to protect health of the occupants and as appropriate for building type and use. Maintain indoor CO2 levels per Lexington Board of Health guidelines (BOH Memo dated December 18, 2015, Table 1).	Required
			3	Low-Emitting Materials	Ev & Report
			1	Construction Indoor Air Quality Management Plan	Ev & Report
			2	Indoor Air Quality Assessment	Ev & Report
			1	Thermal Comfort	Ev & Report
			2	Interior Lighting	Ev & Report
			3	Daylight	Ev & Report
			1	Quality Views	Ev & Report
			1	Acoustic Performance	Ev & Report
			-	Toxics – Avoid the use of red list substances as recommended by Lexington Board of Health (memo dated March 4, 2018), except when no practical alternative is available. Utilize Healthy Building Network (or the equivalent) information in the design and selection of materials and consider using products and services established by the Environmentally Preferable Purchasing program or other successor program of the Commonwealth of Massachusetts or other similar cooperative purchasing programs.	Ev & Report

IBDP 2.2.  
IBDP 2.4

0	0	0	6	Innovation		Ev & Report	
			5	LEED 4.0	Innovation	Ev & Report	
			1	LEED 4.0	LEED Accredited Professional	Ev & Report	
0	0	0	4	Regional Priority			
			1	LEED 4.0	Regional Priority: Specific Credit	Ev & Report	
			1	LEED 4.0	Regional Priority: Specific Credit	Ev & Report	
			1	LEED 4.0	Regional Priority: Specific Credit	Ev & Report	
			1	LEED 4.0	Regional Priority: Specific Credit	Ev & Report	
0	0	0	110				

Certified: 40 to 49 points  
 Silver: 50 to 59 points  
 Gold: 60 to 79 points  
 Platinum: 80 to 110

## Attachment B

# Integrated Design Policy Early Design Phase Workplan

# **Integrated Design Policy Attachment B**

## **Early Design Phase Workplan**

### **Introduction:**

Lexington seeks excellence on its capital projects. A truly excellent project for Lexington will be one that provides an extraordinary functional and social environment that is sustainable, healthful, and resilient. Further, it is expected to be forward looking and flexible enough to be adaptable for new work models, maintainable, and expandable.

### **Early-Phase Design:**

The Town of Lexington firmly believes that the **very early Phases of design** are crucial to a project's success and attaining excellence. This is the time when concepts and expectations need to be brainstormed in an *uninhibited* manner, explored, and evaluated. Near the beginning of the project, the full A/E [Architect/Engineer] team needs to contribute on issues related to massing, orientation, MEPFP infrastructure, sustainability, maintainability, healthfulness, and resilience. The Project needs to brainstorm learning opportunities, what physical environments enhance the function of the building being designed, technology, flexibility, future expansion options, phasing, constructability, plus granting and reimbursement opportunities.

This early phase process will require careful management, inclusion, tabulation, evaluation, and presentation. Conceptual pricing and comparing options at the conceptual Phase take ingenuity. The mechanics and logistics of this process need to be part of a negotiation with the A/E ultimately selected for the project as well as the OPM [Owners Project Manager, if any].

### **Integrated Design Policy**

The Town strives for excellence on all its capital projects. Some of the performance criteria are spelled out in the "LEED Lexington" Appendix A to the Town's "Integrated Design Policy." Other criteria are project specific and are flushed out as projects evolve; Lexington is striving to have this done early in the project.

### **Feasibility Module Workplan**

The Consultant Team shall develop and then review a draft **Early Design Phase** workplan with the Department of Public Facilities (DPF) and the Permanent Building Committee (PBC) by the end of the first month under contract. The purpose of the plan is for the consultant team to communicate with the Town (staff, committees, commissions, boards, and residents) what is to be done when, so the process can be executed more efficiently, and the outcome can be the best it can be. The Work Plan is to reflect the requirements of the Town of Lexington as expressed in the Integrated Design Policy and other documents provided by the Town as well as funding agency requirements [if any].

Required revisions to the workplan will be presented for review and acceptance by DPF and PBC by the end of the second month of contract. The accepted workplan will be the roadmap for the Early Design Phase—revisions to the workplan will require written approval by DPF and PBC.

Similar workplans will be required for subsequent Design Phases.

The Consultant Team services and therefore the Workplan needs, as needed, to include activities to address issues and concerns as follows:

- All activities, milestones, meetings, and deliverables related to the project including funding agency requirements [if any].
- Early Design Phase to include studies for new construction options and/or add/reno options that include:
  - Conceptual schedules for the full project and specifically for the design phase under contract.
    - Create a draft project master schedule showing each project phase through project closeout. It shall include a projection of when major construction bid(s) will be advertised.
    - Workplan shall be in the form of a cpm schedule and not an excel graphic. Progress shall be updated and reported monthly. Consultant to provide schedule data file for Town review.
    - 4-week workplan look ahead shall be submitted monthly
  - Conceptual costs escalated to bid date(s) contained in the conceptual full project schedule,
  - Review and evaluation of program,
  - Establishment of key project objectives and criteria,
  - Building massing and orientation studies,
  - Conceptual analysis of photovoltaic (PV) potential (building and site),
  - Building and land use showing construction phasing and land usage for laydown, building construction, pedestrian & vehicular traffic, and onsite recreation facilities.
  - Construction logistics and phasing
  - Evaluation of suitability of budget versus program.
  - The A/E team must offer sufficient information to use as a basis to conduct an Early Design Phase Value Management workshop that systematically gathers information, creatively brainstorms, and evaluates options to arrive at a consensus with the public, staff, committees, commissions, and boards. The aim is to maximize input in a timely manner on appropriate Integrated Design Process items and project "uses" beyond the traditional uses scope, engage voter support early, and maximize project aims within a reasonable budget.
- Early Design Phase studies to include analysis of draft building space program, conceptual costs, conceptual schedules.
- Early Design Phase options matrix comparing options
- Executive Summary Reports



## *Town of Lexington – LHS Taxpayer Impact Assumptions*

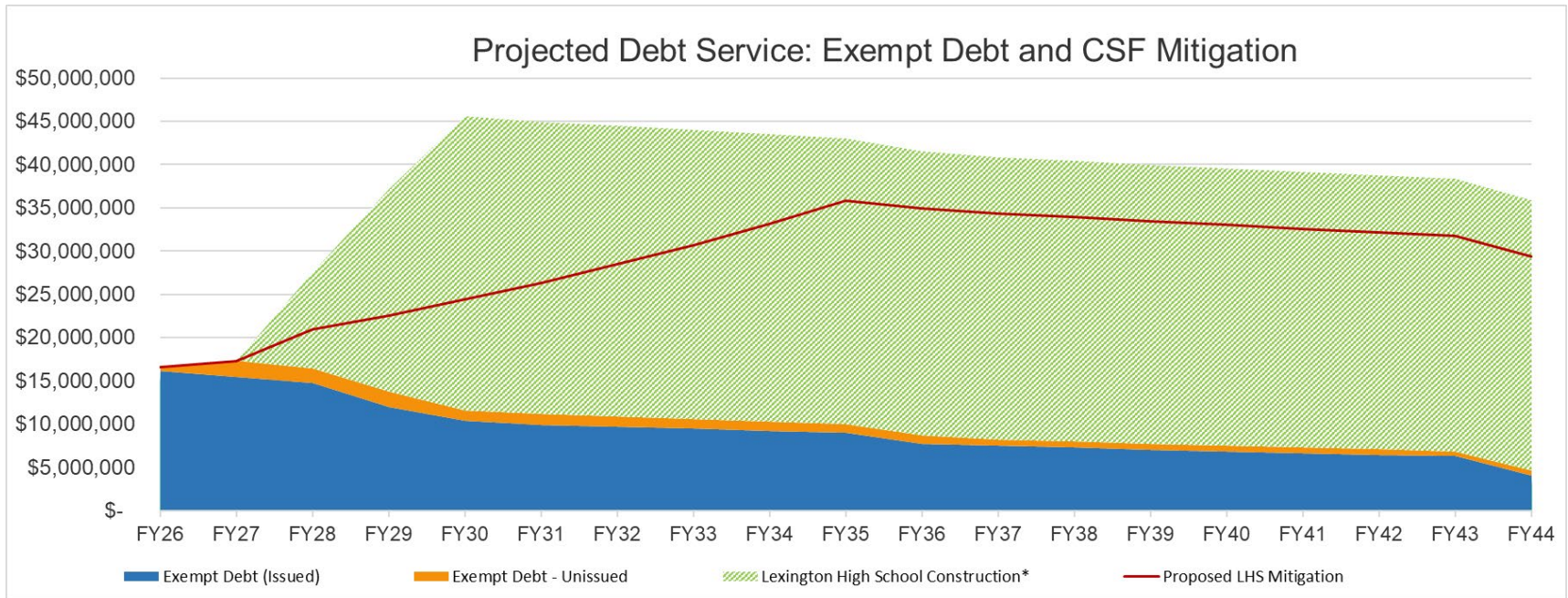
### **Schematic Design Pricing**

<b>Description</b>	<b>PSR</b>	<b>SD</b>	<b>Delta</b>
Construction Cost	\$529.7M	\$534.1M	+\$4.4M
Soft Cost	\$105.9M	\$94.5M	-\$11.4M
Owner Contingency (Construction and Soft Cost)	\$26.5M	\$31.1M	+\$4.6M
<b>Total Project Budget</b>	<b>\$662.1M</b>	<b>\$659.7M</b>	<b>-\$2.4M</b>
Anticipated MSBA Grant	\$100M	\$111M	+\$11M
Mass Save	\$9M	\$4.5M	-\$4.5M
LABBB Contribution	\$0M	\$1M	+\$1M
<b>Anticipated District share</b>	<b>\$553.1M</b>	<b>\$543.2M</b>	<b>-\$9.9M</b>

- Total amount bonded will be modeled at \$547.7M – Mass Save solar rebate will likely not be received until after all debt has been issued.
- Mass Save solar rebate may be appropriated to the Capital Stabilization Fund to reduce excluded debt service in later years, or used for future cash capital.
- Federal elective pay rebates for solar and geothermal are not included in cost estimates or the taxpayer model. If project costs remain eligible, rebates may also go to the CSF or future cash capital.



## Town of Lexington – LHS Taxpayer Impact Assumptions



- Designated commercial new growth (~\$6.5M) will continue to be applied to pay a portion of the LHS project within the tax levy annually.
- The Capital Stabilization Fund (CSF) will be applied to moderate the annual increase in property taxes due to excluded debt service. This will create a smoothing effect for taxpayers in the early years as debt service comes online.





## *Town of Lexington – LHS Taxpayer Impact Assumptions*

### **Other Debt and Taxpayer Impact Assumptions:**

- Debt will be issued in 'chunks', likely 4 separate bonds over a 4-5 year period that coincide with project cash flows (FY2027-FY2031).
- The majority of the project will be bonded for 30 years, as level payment debt. The last phase will be issued for a shorter term 10-20 years, as level principal debt.
- A 4% interest rate will be used as a True Interest Cost for all issuances (actual coupon rate and premiums will vary by issue).
- FY2025 Median Home Value (\$1,416,000) vs. Average Home Value (\$1,579,000) – in either scenario, the valuation will remain static in future years. We are also looking to build a calculator for individual home values.
- The FY2025 proportion of total Residential valuation (86.4%) vs. Commercial-Industrial-Personal (CIP) valuation (13.6%) will remain static in future years. The model will not account for general changes in market value or class changes from MBTA housing.
- The max shift of 1.75 from Residential to CIP will be assumed in all future years.
- The base tax levy will grow by 2.5%; we will continue to tax to the levy limit.

# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Approve: Low Income Community Choice Solar Arrangement

### **PRESENTER:**

Maggie Peard, Sustainability and  
Resiliency Officer

### **ITEM NUMBER:**

I.3

### **SUMMARY:**

#### **Category: Decision-making**

As a follow up to 6/23/2025 presentation, Maggie Peard, Sustainability and Resiliency officer and Paul Gromer from Peregrine will present the details of the agreement for the Low Income Solar for Community Choice.

They are looking for the Board to vote to move forward with the agreement with the ability make minor edits as required by DOER's and DPU's review of the contract.

### **SUGGESTED MOTION:**

Move (to / not to) approve and authorize the Town Manager to execute the Low Income Community Shared Solar agreement with the ability make minor edits as required by DOER's and DPU's review of the contract.

### **FOLLOW-UP:**

Town Manager

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

8/18/2025

7:50pm

### **ATTACHMENTS:**

Description	Type
□ Memo to Lexington Select Board re Municipal Aggregation LICSS Agreement	Backup Material



## MEMORANDUM

To: Town of Lexington Select Board

cc: Steve Bartha, Town Manager

From: Jessica A. Wall & Marissa Grenon Gutierrez

Re: Low Income Community Shared Solar

Date: Agreement August 13, 2025

The Town has negotiated a Low Income Community Shared Solar Agreement (“LICSS Agreement”) with developer Parallel Products Solar Energy (“PPSE”), that is before the Select Board for approval on August 18th.

Community shared solar agreements allow individuals, including those who cannot or do not want to install solar panels on their property, to “subscribe” to a portion of the energy generated by a large, off-site solar energy system and receive credits on their electricity bills. This arrangement makes solar energy accessible to a wider range of people, offering both environmental and financial benefits. The Town has negotiated this LICSS Agreement on behalf of its municipal aggregation program (“Lexington Community Choice”) to benefit low-income participants in that program. The LICSS Agreement allows PPSE to collect a financial incentive from the state for bringing renewable energy to low-income customers, and a portion of that incentive is used to lower the rate customers pay on their electric bills.

Key terms of the LICSS Agreement include:

- The Town will subscribe to 100% of the offtake from two solar installations in Fall River that are already operational;
- Lexington Community Choice will receive 40% of the incentive payment that the solar developer receives each month from the Commonwealth for electricity output at each project;
- The LICSS Agreement is expected to produce an average on-bill discount for low-income customers of 4 cents per kWh (equivalent to approximately 27%);
- The term of the agreement is 20 years; the Town can cancel the agreement if it at any point it ends the aggregation program;
- The parties can amend the LICSS Agreement during its term to add additional solar projects;
- The LICSS Agreement requires approval by and regular reporting to the Department of Energy and Resources (“DOER”) and the Department of Public Utilities (“DPU”) throughout its term, which the Town’s current consultant, Peregrine will assist in administering using data the Town already collects.

# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Approve: Waste Regulations and Bulky Item Fee

### **PRESENTER:**

Maggie Peard, Sustainability and  
Resiliency Officer

### **ITEM NUMBER:**

I.4

### **SUMMARY:**

#### **Category: Decision-making**

Maggie Peard, Sustainability and Resiliency Officer and Dave Pinsonneault, Director of Public works will present an update for both the bin limits and bulky items fees and will ask the Board to vote on each change.

The proposed implementation date is February 1, 2026 for the bin limit change to give time for notifications and to allow people to have more bins this holiday season before the change goes into effect.

The bulky item fees proposed implementation date is July 1, 2026, since collection is already in the budget for FY26.

### **SUGGESTED MOTION:**

Move to/not to accept the February 1, 2026 implementation date for the bin limit change.

Move to/not to accept the July 1, 2026 implementation date for the bulky fees.

### **FOLLOW-UP:**

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

8/18/2025

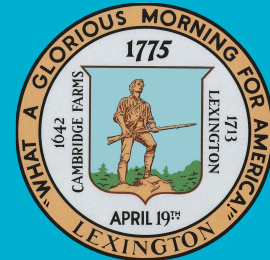
8:00pm

**ATTACHMENTS:**

Description		Type
	Bulky Items and Waste Regulations	Presentation
	Resident and solid waste redline	Backup Material

# Waste Regulation Edits & Bulky Item Fees

**August 18, 2025**



# Where Are We?

June 2025

- Update the Board on Waste Reduction Task force efforts: regulation edits, bulky item fees, automated collection, hybrid PAYT

August 2025

- Bring regulations and bulky item fee schedule back to Board for a vote

Sept 2025 to February 2026

- Apply for and leverage MassDEP Technical Assistance grant for hybrid PAYT planning support

March/April 2026

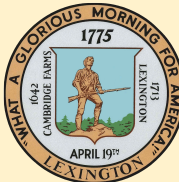
- Bylaw amendment at ATM to amend “free” clause (would enable hybrid PAYT)
- Request appropriation for standard waste carts at ATM

May/June 2026

- Finalize hybrid PAYT program details, prepare for roll out, publicize changes

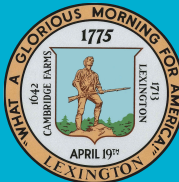
Summer 2026

- Roll out automated collection and hybrid PAYT program



# Proposed Regulation Amendments

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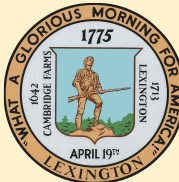




# Why Are We Proposing Changes?

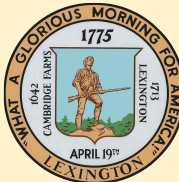
The Waste Reduction Task Force is proposing edits to the Residential Solid Waste Regulations (Ch 181, Article IV) for two purposes:

1. To make them more accurately reflect the current waste rules and practices
2. To reduce the current trash bin limit as an incremental step in the effort to reduce waste through changes to the collection system (e.g. automated collection, hybrid pay-as-you-throw).

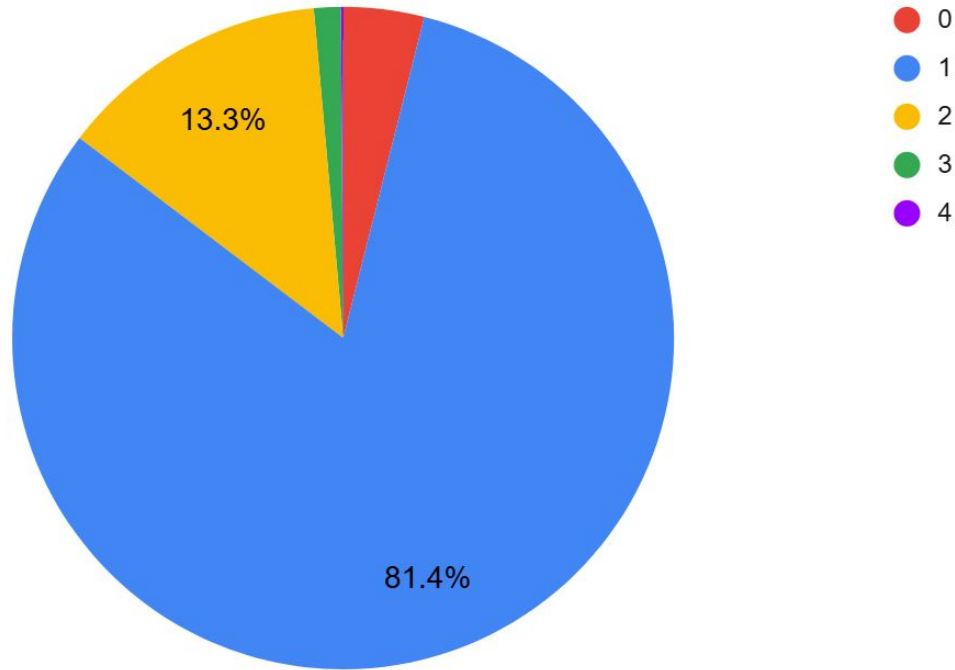


# Substantive changes

1. Eliminates a trash bin size limit that is not currently enforced, leaving only a weight limit. (Bins size limit is something the WRTF may recommend in the future).
2. Changes the trash bin number limit from six (6) to two (2) bins.
3. Adds a sentence to the general provisions to strongly encourage, but not require, composting of organics, food, and yard waste.

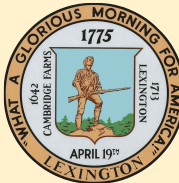


## Number of Trash Bins per Household



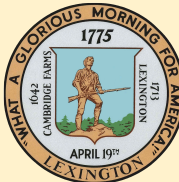
- 98.6% of households put 0, 1, or 2 bins
- 1.3% of households put out 3 bins
- 0.1% of households put out 4 bins

Lexington's current waste regulations set a limit of 6 trash bins per household.



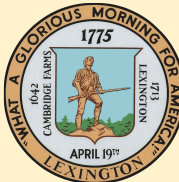
# “Clean up” Changes

1. Makes changes to reflect new practices that are consistent with MassDEP waste bans (e.g. mattress/box spring disposal, textile disposal, organics disposal for large institutions).
2. Adjusts wording for grammatical and phrasing consistency.
3. Removes narrative that does not communicate rules or guidance for waste disposal.
4. Establishes clear definitions for different categories of solid waste (181-58), relocating disposal instructions from the definition section to the corresponding disposal section for that category.
5. Removing out of date information, or information that is subject to going out of date, and instead directing readers to external resources that will be kept up to date (e.g. Town website, MA Recycle Smart website).
6. Updates waste preparation guidance to better reflect current best practices.



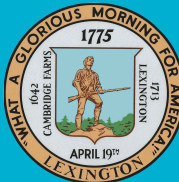
# Edits since June 23rd Select Board Meeting

1. Included instructions for removing batteries, in addition to gas/oil, from lawn mowers
2. Pointed readers to the Town website to register for hazardous waste disposal events
3. **February 1, 2026 effective date to allow for public notifications**



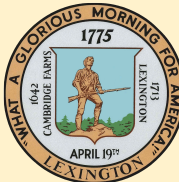
# Draft Bulky Item Fee Schedule

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# Why Implement Bulky Item Fees?

- Reduce the Town's waste disposal budget
- Most residents only dispose of a couple bulky items every decade, but under the current system, they are bearing the cost for the service every year through their taxes
- Encourage residents to take advantage of private companies offers to remove old appliances when replacing them, rather than using Town resources to do so

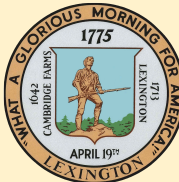


Draft Fee Schedule for Bulky Item Disposal				
Item	Estimated # of Units	Price per unit	Add 10% admin fee	Total fee
White Goods/Large Scrap Metal w/o Freon	450	\$25.00	\$2.50	\$27.50
White Goods/Large Scrap Metal w/ Freon	450	\$40.00	\$4.00	\$44.00
CRT/Electronics - Regular	550	\$26.00	\$2.60	\$28.60
CRT/Electronics - Large	145	\$49.00	\$4.90	\$53.90
Mattresses	1000	\$45.00	\$4.50	\$49.50
Box Springs	1000	\$45.00	\$4.50	\$49.50
Bulky Items (furniture, carpet, misc.)	30,000	\$25.00	\$2.50	\$27.50



# Proposed Effective Date: July 1, 2026

- Disposal costs for bulky items is already in the FY26 budget
- Time for public notification
- Time for residents to dispose of bulky items under the current tax-funded structure
- Time to plan and implement a convenient scheduling and payment system with vendor



ARTICLE IV  
Residential Solid Waste  
[Adopted August 1991 by the SelectBoard]

**§ 181-57. General provisions.**

A. Recycling is mandatory in Lexington, consistent with the Commonwealth of Massachusetts Department of Environmental Protection waste bans.

A.B. Disposal of organics/food/yard waste via composting is strongly encouraged in Lexington and is mandatory for some institutions, consistent with the Commonwealth of Massachusetts Department of Environmental Protection waste bans.

B.C. The Town of Lexington is committed to reducing the generation of solid waste within the entire community by working to:

- (1) Increase eEducation regarding reduction of residents to reduce the solid waste-they generatione;
- (2) Increase Aaccelerate\_mandatory recycling compliance and accelerate composting efforts;
- ~~(3) Commit the remainder of solid waste to waste-to-energy (resource recovery) disposal; and~~
- ~~(4)~~(3) Reduce the toxicity of the solid waste stream.

C.D. ~~The Town Meeting has established a requirement for the mandatory separation of certain recyclable materials from the rubbish of Lexington residents. School buildings and public buildings are included in this program. Apartments and condominiums must also participate. Residents are encouraged to reduce the volume of packaging they bring home and to buy and use recycled products in order to support markets for recyclable materials.~~

**§ 181-58. Types of waste. [Amended 7-10-2023]**

The Town of Lexington collects the following categories of ~~solid~~ waste, from:

- A. Recyclable waste ~~(every week curbside collection)~~. Materials such as paper, cardboard, glass, aluminum, and plastic that are collected, processed, and used again as a new product. Consult the annual recycling informational brochure for an up-to-date listing of the materials that may be included in the recycling bin. See § 181-60 for details.
- B. Non-recyclable solid waste ~~(regular weekly curbside trash collection)~~. All trash, garbage and rubbish that is not considered either recyclable or hazardous waste or is not listed in § 181-61 ~~FE~~. See § 181-61 for details.
- C. Household hazardous wasteproducts disposal (10 collection events annually). A Household hazardous waste includes any products or materials that can be toxic (poisonous), corrosive, flammable or reactive (explosive). See § 181-62 for details.
- D. Organic/food waste. MBiodegradable materials that originate from plants or animals, capable of being broken down by natural processes like composting. See § 181-66 for details.
- D.E. White goods ~~pickup (curbside appliance pickup)~~. Large aAppliances such as refrigerators,

stoves, microwave ovens, dishwashers, washing machines, clothes dryers, water heaters, air conditioners, and dehumidifiers. ~~are collected curbside by appointment only.~~ See § 181-63 for details.

E.F. Yard waste (curbside, drop-off facility and home composting). Natural debris including leaves, grass clippings, dead flowers or plants, wood chips, hedge clippings, pine needles, and brush 1-inch or less in diameter. ~~Disposal options for approved yard waste include curbside collection for three weeks in the spring and 10 weeks in the fall, drop-off (see § 181-64 for details) and home composting.~~ S (see § 181-664 for details).

G. Christmas trees (curbside trash collection and drop-off recycling). recycling (see § 181-65 for details).

H. Mattresses and box springs (see § 181-67 for details).

I. Textiles. Clothing, footwear, bedding, curtains, stuffed animals, and fabric of all sizes (see § 181-68 for details).

**§ 181-59. General rules applying to all curbside waste collection. [Amended 3-27-2019 ATM by Art. 34; 7-10-2023]**

- A. Where to place containers. Collection occurs at the curbside. Place waste container~~trash containers or recycling bins~~ (with at least eight feet between them) parallel to the curb, not going up the driveway or walk. Waste will not be removed from inside houses, garages or other enclosures. Residents should be aware of winter plowing operations and place their refuse containers where they will not impede sidewalk plows or be toppled by street plows.
- B. When. Place the containers at curbside no later than 7:00 a.m. on the collection day. Remove empty containers within 12 hours of the collection. Collection vehicles will not return to an area after the waste~~trash or recyclables~~ in that area hasve been collected.
- C. Holiday collection. Generally, containers ~~Regular waste and recyclables~~ are not collected on legal holidays. ~~D~~Therefore, do not put containers waste at the curbside on a holiday. During a week when a holiday falls on a collection day, the weekly collection moves forward one day. For example, if a holiday falls on a Monday, containers are~~waste is~~ collected Tuesday through Saturday of that week; if a holiday falls on a Tuesday, containers are~~waste is~~ collected on Monday and Wednesday through Saturday of that week. Your annual waste collection~~recycling~~ brochure and on the Town website lists all legal holidays affecting ~~trash~~ collection.
- D. Sanitary conditions. Before and after collection, residents are responsible for maintaining safe and sanitary conditions at the collection site. Residents must remove refuse from spills or broken containers prior to the collection. The waste hauler~~contractor~~ will not collect loose waste~~refuse~~. Dog and/or wild animal complaints can be reported to the Police (non-emergency number) ~~Animal Control Department at 862-0500 extension 240~~ during normal work hours.
- E. Scavenging. Scavenging or picking through all waste~~trash or recyclables~~ is prohibited.
- F. Penalties. Violation of these rules may subject a resident to penalty provisions under Town Bylaws and adopted regulations of the Select Board. If recyclable waste appears in a ~~regular~~ trash container, the Town will not collect the resident's ~~regular~~ trash.

**§ 181-60. Rules for curbside recyclables collection. [Amended 7-10-2023]**

Mandatory separation of certain recyclable materials from the ~~regular~~ trash by Lexington residents was established by Town Meeting in 1988. An annual ~~waste collection~~~~informational recycling~~ brochure is mailed to all Lexington households.

- A. Containers. ~~T~~~~As part of the Lex Recycle programs,~~ the Town provides each new household with a free recycling bin (~~provide~~ proof of new residency ~~required to pick up free bin~~). ~~Every household must use at least one Lex Recycle bin.~~ Additional recycling bins are available for a fee. ~~Bins~~~~These~~ are available at the Public Works Building, 201 Bedford Street, ~~weekdays from 7:30 a.m. until 3:30 p.m.~~
- B. Recyclable waste preparation. Follow the guidance on RecycleSmartMA.org and the annual waste collection brochure for proper preparation of recyclable items. Place all items either directly in the bin or in paper bags (no plastic bags). Plastic bags are not allowed with recyclable items. Follow these rules when preparing and putting out recyclables, placing glass, metal, plastic and aseptic containers in the bottom of the Lex Recycle bin, with bagged (paper bags, not plastic bags) or bundled paper on top or beside the bin. Items that will not be collected. Refer to RecycleSmartMA.org or the annual waste collection recycling informational brochure for the items the ~~recyclable~~ waste ~~hauler~~~~contractor~~ will not collect.
- C. Where. Put the recycling bin(s) at curbside, six to eight feet away from the ~~other regular trash~~ containers.
- D. When. Collection of recyclable waste ~~in the Lex Recycle bin~~ occurs every ~~other~~ week, on the same day as the ~~trash regular waste~~ pickup. ~~Consult the annual recycling informational brochure for calendar schedule.~~
- E. When moving. The recycling bin should be turned in to the Public Works Department at 201 Bedford Street.

**§ 181-61. Rules for collection of non-recyclable solid waste. [Amended 7-10-2023]**

- A. Approved containers. Put all waste in approved containers only. Do not stuff containers beyond their capacity or have items protruding out of the top of the barrels. Cracked or broken containers that are empty will be collected as waste. All containers are used at the owner's risk. Approved containers include:
  - (1) Plastic bags that are at least 1.5 mils thick. The bags must not exceed ~~three cubic feet (30 gallons) in content or~~ 40 pounds in weight. The bags must be tightly sealed or tied.
  - (2) Metal containers should be watertight and rust-resistant and have handles and tight-fitting covers. The containers must not exceed ~~three cubic feet (32 gallons) in content or~~ 50 pounds in weight.
  - (3) Plastic barrels must be heat- and water-resistant and must have handles and tight-fitting covers. They must not exceed ~~three cubic feet (32 gallons) in content or~~ 50 pounds in weight. The waste ~~hauler~~~~contractor~~ is not responsible for plastic containers that crack during cold weather.
- B. Number of containers. The waste ~~hauler~~~~contractor~~ will pick up a maximum of ~~two~~~~six~~ approved containers per week, one bulky object (see Subsection D) and five bundles of branches over one inch in diameter (for preparation see Subsection E).

- C. When moving. The ~~regular~~ waste ~~haulereontractor~~ will pick up additional trash containers in excess of the maximums listed in SubsectionParagraph B when residents are moving ~~or cleaning out basements, etc.~~ Residents must call the ~~waste haulereontractor~~ to notify them in advance of their regular collection day. The waste ~~haulereontractor~~ does not make special pickups.
- D. Bulky objects. Bulky objects will be collected at curbside on the day scheduled through the ~~waste haulereontractor~~. A bulky object is anything that will not fit into an approved container (Subsection A), and is not a white good, mattress, or box spring. ~~, such as a television set, automobile tire (without rim), storm door, lawn furniture, barbecue grill, mattress, box spring, rugs (cut in four foot lengths, rolled and tied), etc. Residents may put out one bulky item per week.~~
- E. Waste preparation. Follow these rules when preparing and putting out waste:
- (1) Drain all liquids from ~~food~~ waste before putting it into the waste container.
  - ~~(2) Wrap food waste securely in plastic bags, such as old bread or supermarket bags.~~
  - ~~(3)~~(2) Make sure no waste material protrudes above the top of the container.
  - ~~(4)~~(3) Tape ~~W~~indow glass ~~should be taped~~ to prevent shattering.
  - ~~(5)~~(4) Keep waste containers in a sanitary condition, covered and/or tightly sealed.
  - ~~(6)~~(5) ~~Cut tree branches and limbs no less than one inch and no more than four inches in diameter into three-foot lengths and tie in bundles. Bundles must not exceed 50 pounds in weight and 24 inches in diameter. Maximum of five bundles per pickup.~~
  - ~~(7)~~(6) ~~Cut w~~Wooden objects such as picnic tables, fence parts and scrap wood ~~should also be cut~~ into three-foot lengths and tied in bundles.
  - ~~(8)~~(7) ~~Break down and securely tie s~~Scrap metal such as fence posts, railings, dismantled swing sets, aluminum ladders or lawn furniture ~~should be broken down and securely tied~~ before putting at curbside. Pickup will be scheduled through the waste ~~haulereontractor~~.
  - ~~(9)~~(8) Lawn mowers. Remove gas/oil or batteries, and check the Town website for disposal instructions.
  - ~~(10)~~(9) Latex paint must be completely dried out (solidified) before placing in ~~the regular~~ trash. Use kitty litter or a similar drying agent to speed up the process~~up process~~.
  - ~~(11)~~(10) Oil-based paints with less than two inches of residue may also be dried out and disposed of in trash.
- F. Items that will not be collected by the waste ~~haulereontractor~~:
- (1) Dead animals ~~or animal waste~~.
  - (2) Hazardous waste products (see § 181-62 for description).
  - (3) Biological or infectious wastes, medicines, and medical devices.
  - (4) MImproperly packaged medical sharps.

- (5) Automotive parts, such as batteries, body parts, engine blocks, fenders, frames, tire rims, gas tanks, transmissions, etc.
- (6) Logs and tree stumps.
- (7) Yard waste (for disposal, see § 181-64 ~~for disposal of yard waste~~).
- (8) Any propane tank (for disposal, see § 181-62).
- (9) Recyclable waste.
- (10) Building and/or construction debris, e.g. wood, asphalt, concrete, etc. Building contractors are responsible for the proper disposal of all construction and building material or other debris left from their work, such as wood, beams, shingles, plaster, asphalt, concrete, earth and gravel, etc. ~~The Town of Lexington has no facilities for disposal of construction materials and the regular trash contractor will not remove it as residential waste. Please consult the Yellow Pages for disposal contractors.~~
- (11) Mattress and box springs (for disposal, see § 181-67).
- (12) Textiles (for disposal, see § 181-68)
- (13) All other items prohibited by state or federal law or regulation.

G. Unacceptable containers. The waste ~~hauler~~contractor will not pick up waste in unacceptable containers. The Town of Lexington and the waste ~~hauler~~contractor assume no responsibility for waste that is not put out in approved containers (see Subsection A). Unacceptable containers include:

- (1) Cardboard ~~containers~~barrels, cartons and crates.
- (2) Plastic bags other than those described under Subsection A.
- (3) Containers without handles or lids.
- (4) Containers with waste protruding above the top.
- (5) Lawn carts or wheelbarrows.
- (6) Oil drums.
- (7) Open baskets or boxes.
- (8) Paper bags.

#### **§ 181-62. Rules for disposal of household hazardous products. [Amended 7-10-2023]**

~~The Town of Lexington has joined with seven neighboring communities to address the problem of household hazardous products disposal. In order to keep household hazardous products these materials out of the waste stream and the environment, residents are encouraged to deposit them at the Minuteman Household Hazardous Products Facility on the scheduled event days. Visit the Town website to register in advance. Some of the products that should be separated from your recyclable or regular trash are listed below. For proper disposal of any hazardous waste not listed below or listings of dates, contact the Board of Health.~~

Location. The Minuteman Household Hazardous Products Facility is located at 60 on Hartwell Avenue, at the ~~Lexington Composting & Recycling Facility site of the DPW Composting Operation and the former landfill.~~to the facility is located opposite Maguire Road on Hartwell Avenue.

- A. Hours of operation. Collections occur generally one Saturday each on 10 Saturdays (at least once a month) from April to November. ~~Hours of operation are 9:00 a.m. until 3:00 p.m.~~ Dates and hours for the collection events are listed in the ~~esidents will receive an annual waste collection recycling informational brochure and on the Town website through the mail indicating the dates when the facility will be open, along with instructions for bringing the waste.~~
- B. Products. Hazardous waste includes any products or materials that can be toxic (poisonous), corrosive, flammable or reactive (explosive). ~~Collection events include but may not be limited to the following products.~~ Consult the annual waste collection recycling informational brochure or the Town website for up-to-date product listing and limits.

#### Cleaning Products

~~Bathroom cleaners~~

~~Drain openers~~

~~Oven cleaners~~

~~Metal or furniture polish~~

~~Spot removers~~

#### Automotive Products

~~Motor oil and oil filters~~

~~Brake or transmission fluids~~

~~Antifreeze~~

~~Solvents~~

~~Auto batteries~~

~~Polishes and wax~~

#### Pesticides

~~Weed killers~~

~~Fungicides and herbicides~~

~~Insecticides, pest strips~~

~~Fertilizers with weed killer~~

~~Wood preservatives~~

~~Rat poisons~~

#### Paint and Paint Products

~~Paint and Paint Thinners~~

~~Paint removers~~



~~Stains and varnishes~~

~~Epoxies and adhesives~~

~~Aerosol cans (with product)~~

Other Products

~~Batteries~~

~~Fluorescent lights~~

~~Thermostats~~

~~Driveway sealer~~

~~Pool chemicals~~

~~Hobby or photography chemicals~~

~~Propane tanks (up to 22 pounds)~~

~~Waste fuels (e.g., gasoline)~~

Do Not Bring

~~Explosives~~

~~Asbestos~~

~~Ammunition, fireworks~~

~~Commercial hazardous waste~~

~~Empty aerosol cans~~

~~Fire extinguishers~~

~~Gas cylinders~~

~~Infectious or biological wastes~~

~~Medicines or syringes~~

~~PCBs~~

~~Radioactive materials~~

~~Smoke detectors~~

~~Tires~~

**§ 181-63. Rules for white goods disposal. [Amended 7-10-2023]**

White goods cannot be discarded in landfills or incinerators. White goods~~Refrigerators, stoves, microwave ovens, dishwashers, washing machines, clothes dryers, water heaters, air conditioners and dehumidifiers~~ are collected curbside by appointment~~only at no additional charge~~. Doors must be removed from refrigerators. ~~Collections are currently scheduled once a week.~~ Call the waste ~~hauler~~contractor to schedule a pickup.

**§ 181-64. Rules for disposal of yard waste.**

- A. ~~State solid waste management regulations prohibit the disposal of y~~Yard waste cannot be discarded in landfills and incinerators. Lexington has developed several options for disposal



of approved yard waste. Approved yard waste includes:

- (1) Leaves.
- (2) Grass clippings.
- (3) Flower and vegetable plants.
- (4) Wood chips.
- (5) Pine chips.
- (6) Pine needles.
- (7) Hedge clippings.
- (8) Brush one inch or less in diameter.

B. Yard waste curbside collection. Yard waste is collected at curbside during the spring and fall collection period in a separate truck by the ~~regular~~ waste ~~hauler~~ ~~contractor~~ and transported to the Town compost site at the Hartwell Avenue Composting & Recycling Facility.

- (1) Containers. Yard waste must be placed in open trash barrels or ~~biodegradable~~ paper bags and must not be mixed with ~~regular~~ trash. Yard waste in any other containers will not be collected.
- (2) Where and when. Place yard waste ~~(in containers (open barrels or biodegradable paper bags sold by local merchants) containers at the~~ curbside at least eight feet away from ~~other waste~~ ~~regular trash~~ containers on the regular ~~waste trash~~ collection day during the ~~three-week~~ spring or ~~ten-week~~ fall collection period. Consult the annual ~~waste collection~~ ~~recycling informational~~ brochure or ~~the Town website~~ ~~visit the DPW at~~ ~~www.lexingtonma.gov~~ for exact collection dates. Yard waste placed at curbside prior to or after the yard waste curbside collection period will not be collected.

C. ~~YTown yard waste compost~~ drop-off site. Residents may bring approved yard waste in any container to the Hartwell Avenue Composting & Recycling Facility ~~across from Maguire Road~~. After the container is emptied, it must be removed from the area (~~biodegradable~~ paper bags are the only exception to this rule).

- (1) Hours. ~~Check the Town website for up to date hours. The recycling area is open for yard waste disposal from April to mid-December during the following hours: Monday through Friday, 7:30 a.m. to 3:00 p.m.; Sunday, 8:00 a.m. to 5:00 p.m. It is also open the Saturday before Easter Sunday from 8:00 a.m. to 5:00 p.m. and closed Easter Sunday and open from 8:00 a.m. to 5:00 p.m. on all Saturdays in November.~~
- (2) Contractors employed by Town residents may also dispose of approved yard waste at the recycling area. Contractors must purchase a yard waste permit sticker during business hours at the DPW Operations Facility at 201 Bedford Street. Permit sticker fees are dependent upon the size of the vehicle. Contractors who do not obtain a permit or who provide false information will not be allowed to enter the area. Punch cards for occasional disposal of up to 10 yards (one-yard increments) of yard waste or for dumping brush from one inch to three inches in diameter are available for a fee as established by the Select Board.
- (3) Composted product available to residents. ~~At the Hartwell Avenue Composting &~~

~~Recycling Facility, yard waste is composted, mixed with peat and loam, and used in park, cemetery, recreation and highway projects. C~~Finished compost is also available in small amounts for home use at little or no cost to residents. Bring your own container.

**§ 181-65. Rules for dDisposal of Christmas trees. [Amended 7-10-2023]**

~~Trees cannot be discarded in landfills or incinerators.~~ Residents may dispose of Christmas trees the first two full weeks after December 25th~~for the first two weeks of January~~ by placing them curbside with their ~~other waste~~regular trash for collection ~~and incineration~~. ~~R~~P~~I~~f recycling, please remove all foreign objects from trees: ornaments, tinsel, nails, wire, tacks, plastic bags, twine or rope. These items are dangerous to employees and equipment when trees are being chipped. No wreaths or roping may be recycled.

**§ 181-66. Rules for dDisposal of organic/food waste Composting bins. [Amended 7-10-2023]**

Residents are encouraged to separate their organic/food waste to be composted. See [lexingtonma.gov/compost](http://lexingtonma.gov/compost) for compost program options.

- ~~A. Lexington has received a state grant from the Department of Environmental Protection to distribute home composting bins at a fee established by the Select Board. Purchase bins at the DPW at 201 Bedford Street and then pick them up at the Hartwell Avenue Composting & Recycling Facility~~
- ~~B. Curbside collection.~~
- ~~C. Dropoff.~~

**§ 181-67. Rules for dDisposal of Mattresses and Box Springs.**

Mattresses and box springs cannot be discarded in landfills or incinerators. Residents can schedule a curbside collection online. See the Town website for more details.

**§ 181-68. Rules for dDisposal of Textiles.**

Textiles cannot be discarded in landfills or incinerators. Residents can schedule a curbside collection online, or drop textiles off in collection bins located throughout town. See the Town website for more details.

**§ 181-69. (Reserved)<sup>1</sup>**

1. Editor's Note: Former § 181-67, Questions or suggestions, was deleted pursuant to the regulations adopted by the Select Board on 7-10-2023.

# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Approve: Solar Canopy Integration Policy

### **PRESENTER:**

Maggie Peard, Sustainability and  
Resiliency Officer

### **ITEM NUMBER:**

I.5

### **SUMMARY:**

#### **Category: Decision-Making**

Maggie Peard, Sustainability and Resiliency Officer will present updates from feedback she received from the Board. Ms. Peard will be asking for a vote to adopt the policy.

### **SUGGESTED MOTION:**

Move to/not to accept the Capital Projects & Solar Canopy Integration Policy as presented.

### **FOLLOW-UP:**

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

8/18/2025

8:15pm

### **ATTACHMENTS:**

Description	Type
<input type="checkbox"/> DRAFT Capital Solar Integration Policy	Backup Material
<input type="checkbox"/> DRAFT Capital Solar Integration Policy	Backup Material

**DRAFT**

## **Capital Projects & Solar Canopy Integration Policy (CSIP) & Implementation Guidelines**

**A policy to integrate the evaluation and installation of solar canopies into Lexington's non-building capital projects**

### **1. Purpose of Policy**

- 1.1. To maximize the installation of onsite renewable energy on Town properties by installing solar canopies, while taking into account the intended use and physical constraints of the site.
- 1.2. To integrate solar installation planning and funding requests into the capital budgeting process to ensure that needed information is available at appropriate stages of the process.
- 1.3. To provide guidance on the types of sites, surfaces, and applications where solar canopies are appropriate.
- 1.4. To deliver emission reductions, financial savings, and health benefits.

### **2. Policy Scope**

- 2.1. The policy applies to all Town-funded capital projects (including projects using CPA funds, revolving funds, enterprise funds, grants, and donations) with the following exceptions:
  - 2.1.1. Building projects. The installation of solar canopies as part of a new construction building project (e.g., solar canopies on a parking lot for a new building) is addressed in the Town's Integrated Building Design & Construction Policy. The installation of solar on existing buildings is covered by Lexington's Municipal Decarbonization Roadmap.
  - 2.1.2. Underground utility work (e.g., sanitary sewer, water, stormwater). [Note: the design of underground utility work should consider the potential for future solar canopy installations and locate the utilities so that they do not preclude future solar canopy installations.]
  - 2.1.3. Paving of roadways.
  - 2.1.4. Sidewalks adjacent to roadways.
  - 2.1.5. Minor preservation/maintenance projects (e.g. sealing cracks or patching parking lots or roadways)
- 2.2. There may be other Capital requests for which staff determine the policy need not be applied. Once all CIPs have been prepared, the Sustainability & Resilience Officer, in coordination with other departments, will prepare a list any CIPs for which staff recommend an exemption from the policy. The list will be submitted to the Select Board for approval.

**Commented [MP1]:** Would add a field to the CIP request where staff indicate "yes, CIP will follow policy", "no, CIP is exempt from policy," or "exemption requested from policy"

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**3. Overview**

- 3.1. For relevant projects, the following steps shall be taken during the capital planning and capital project budgeting process:

- 3.1.1. An initial solar feasibility assessment
- 3.1.2. A solar design funding request
- 3.1.3. A solar construction funding request

The design and construction funding request may be combined into a single request if deemed feasible by staff. The policy's Implementation Guidelines detail how to carry out the above steps to satisfy the policy.

**4. Responsibilities**

- 4.1. The Select Board (SB) is responsible for adopting this policy.
- 4.2. The Director of Public Works, Town Engineer, Director of Public Facilities, and the Sustainability & Resilience Officer are responsible for adherence to this policy, under coordination from the Town Manager. Other affected departments (e.g., Recreation, Lexington Public Schools, Conservation, Planning) shall be consulted, as appropriate, to ensure policy requirements are met.
- 4.3. The Sustainability & Resilience Officer is responsible for reviewing Capital Improvement Project (CIP) requests to ensure that the policy and implementation guidelines are being followed and that opportunities to implement solar projects are appropriately considered.

**5. Policy Revisions and Updates**

- 5.1. No changes to the policy may be made without the formal approval of the Select Board.
- 5.2. This policy shall be reviewed by the Department of Public Works, the Department of Public Facilities, and the Sustainability & Resilience Officer for approval by the Select Board every three years or sooner as required to reflect current, best practices. Other impacted stakeholders, including but not limited to the Town Departments responsible for facilities and land, shall be consulted during review.

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### **Implementation Guidelines**

Please note: Projects within the scope of this policy are typically funded through two rounds of capital requests: an initial request for design funding and, if approved, a second request for construction funding. Individual projects may vary from this approach. If a project utilizes a single capital request that includes both design and construction, all requirements defined in this implementation guide should be addressed in a single request.

#### **6. Initial Solar Feasibility Study**

- 6.1. For any capital project included under the scope of this policy, the Town shall complete an initial solar feasibility study of the affected site, before requesting project funding, to identify the solar canopy potential for each site.
- 6.2. The initial solar feasibility study should exclude areas that are more than 50% shaded, and areas that would prevent the use of the site as intended.
- 6.3. The initial solar feasibility study should include estimates of the following:
  - 6.3.1. The expected location and physical size of the solar canopy/canopies (square feet)
  - 6.3.2. The expected installed capacity (kW)
  - 6.3.3. The expected solar production (kWh), assuming the use of solar panels that are readily available to municipal customers
  - 6.3.4. A return on investment analysis generated using the Lexington Solar Screening Tool (Attachment A)
- 6.4. The results of the studies will provide a resource for staff when developing funding requests for the capital project.

#### **7. Design Funding Requests**

- 7.1. A funding request for the design of solar canopies should be made alongside or integrated into the primary capital project design funding request so long as the return on investment (6.3.4) is deemed favorable and the impact of the solar panels on the following factors have been carefully considered and accounted for:
  - 7.1.1. The site's intended use.
  - 7.1.2. The local vegetation.
  - 7.1.3. Fire and emergency services access.
  - 7.1.4. Snow plowing access.
- 7.2. The request for design funding for any capital project included under the scope of this policy shall include, at a minimum:
  - 7.2.1. A statement indicating whether solar canopies are being considered as part of the project
  - 7.2.2. For projects not considering solar canopies, a justification of why not (see Section 7.1 for potential justifications for exclusion)

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- 7.2.3. For projects considering solar canopies, the results from the initial solar feasibility study (see section 6.3)
- 7.3. The request for design funding can include the cost of the solar canopy design as an independent line item or can reference a separate design funding request that includes the cost for the solar canopy design.
- 7.4. The request shall identify whether the funding will be requested from tax levy, CPC funding, or another source.
- 7.5. For approved design projects, the design shall be developed in consultation with the department with responsibility for the site. The results of the solar canopy design shall include the following, at a minimum:
  - 7.5.1. Estimates for the construction cost of the solar canopy and electrical service required for interconnection, the annual energy production (kWh), the useful life of the solar canopy, and the annual and total revenue that will be generated by the system, and the estimated payback period.
  - 7.5.2. Estimates for the maintenance cost of the solar canopy over its useful life and the identification of the department that will be responsible for maintenance.
  - 7.5.3. For solar canopies that will be integrated into other systems (e.g., battery storage, EV chargers, buildings, etc.), the estimates shall also include the costs for integrating into those systems and the additional benefits (e.g., cost reduction) associated with adding solar energy generation to the overall system.
  - 7.5.4. Renderings of the finished project to show the planned location of the solar canopy and the design of the structure.
  - 7.5.5. A shade study to show the impact of shade caused by the solar canopy on the immediate area.
  - 7.5.6. Approval of the design by the Fire Department to ensure access for emergency services.
  - 7.5.7. Approval of the design by the Department of Public Works to ensure feasibility of snow removal services and utility access (e.g., sewer, water, stormwater).
  - 7.5.8. For projects in the Historic District, the Certificate of Appropriateness (COFA).
  - 7.5.9. An assessment by the department responsible for the site of the impact of the solar canopies on the intended use of the site.
  - 7.5.10. For solar canopies over green space, an assessment by Public Grounds on any impacts to the local vegetation.
  - 7.5.11. An evaluation of other impacts of the solar canopies, including but not limited to, loss of parking and open sky benefits.



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**8. Construction Funding Requests**

- 8.1. For projects that include solar canopies in the request for design funding, the request for construction funding shall include, at a minimum:
  - 8.1.1. If the project team determines that a solar canopy is not viable for the project, the request for construction funding shall include all results of the solar canopy design effort and a justification for why the opportunity identified in the request for design funding is not considered viable.
  - 8.1.2. If the decision is to install solar canopies, the request for construction funding shall include:
    - 8.1.2.1. A life cycle cost assessment of the solar canopy generated using the Lexington Solar Screening Tool (Attachment A), using refined inputs gathered from the design process.
    - 8.1.2.2. Estimates for the capital costs for the solar canopies, separate from the overall project.
    - 8.1.2.3. The results of the design effort as described in Section 5.5.

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## **Capital Projects & Solar Canopy Integration Policy (CSIP) & Implementation Guidelines**

**A policy to integrate the evaluation and installation of solar canopies into Lexington's non-building capital projects**

### **1. Purpose of Policy**

- 1.1. To maximize the installation of onsite renewable energy on Town properties by installing solar canopies, while taking into account the intended use and physical constraints of the site.
- 1.2. To integrate solar installation planning and funding requests into the capital budgeting process to ensure that needed information is available at appropriate stages of the process.
- 1.3. To provide guidance on the types of sites, surfaces, and applications where solar canopies are appropriate.
- 1.4. To deliver emission reductions, financial savings, and health benefits.

### **2. Policy Scope**

- 2.1. The policy applies to all Town-funded capital projects (including projects using CPA funds, revolving funds, enterprise funds, grants, and donations) with the following exceptions:
  - 2.1.1. Building projects. The installation of solar canopies as part of a new construction building project (e.g., solar canopies on a parking lot for a new building) is addressed in the Town's Integrated Building Design & Construction Policy. The installation of solar on existing buildings is covered by Lexington's Municipal Decarbonization Roadmap.
  - 2.1.2. Underground utility work (e.g., sanitary sewer, water, stormwater). [Note: the design of underground utility work should consider the potential for future solar canopy installations and locate the utilities so that they do not preclude future solar canopy installations.]
  - 2.1.3. Sidewalks adjacent to roadways.
  - 2.1.4. Minor preservation/maintenance projects (e.g. sealing cracks or patching parking lots or roadways)

~~2.2. The primary focus of the policy is solar canopies over hardscapes (e.g., parking lots, walkways, recreational areas, etc.). Solar canopies over green space may also be considered on sites where the structure would need not affect intended use of the site or the local vegetation.~~

## **DRAFT**

~~2.2. If a capital project is deemed incompatible with solar bybe applied. Once all CIPs have been prepared, the Sustainability & Resilience Officer, the Town Department bringing forward the capital project in coordination with other departments, will include this determination as part of the Capital Improvement Plan and forego further requirements of this prepare a list any CIPs for which staff recommend an exemption from the policy. If the list will be submitted to the Select Board disagrees with the determination, they may request full execution of the policy for approval.~~

**Commented [MP1]:** Would add a field to the CIP request where staff indicate "yes, CIP will follow policy", "no, CIP is exempt from policy," or "exemption requested from policy"

### **3. Overview**

3.1. For relevant projects, the following steps shall be taken during the capital planning and capital project budgeting process:

- 3.1.1. An initial solar feasibility assessment
- 3.1.2. A solar design funding request
- 3.1.3. A solar construction funding request

The design and construction funding request may be combined into a single request if deemed feasible by staff. The policy's Implementation Guidelines detail how to carry out the above steps to satisfy the policy.

### **4. Responsibilities**

- 4.1. The Select Board (SB) is responsible for adopting this policy.
- 4.2. The Director of Public Works, Town Engineer, Director of Public Facilities, and the Sustainability & Resilience Officer are responsible for adherence to this policy, under coordination from the Town Manager. Other affected departments (e.g., Recreation, Lexington Public Schools, Conservation, Planning) shall be consulted, as appropriate, to ensure policy requirements are met.
- 4.3. The Sustainability & Resilience Officer is responsible for reviewing Capital Improvement Project (CIP) requests to ensure that the policy and implementation guidelines are being followed and that opportunities to implement solar projects are appropriately considered.

### **5. Policy Revisions and Updates**

- 5.1. No changes to the policy may be made without the formal approval of the Select Board.
- 5.2. This policy shall be reviewed by the Department of Public Works, the Department of Public Facilities, and the Sustainability & Resilience Officer for approval by the Select Board every three years or sooner as required to reflect current, best practices. Other impacted stakeholders, including but not limited to the Town Departments responsible for facilities and land, shall be consulted during review.

## **Implementation Guidelines**

Please note: Projects within the scope of this policy are typically funded through two rounds of capital requests: an initial request for design funding and, if approved, a second request for construction funding. Individual projects may vary from this approach. If a project utilizes a single capital request that includes both design and construction, all requirements defined in this implementation guide should be addressed in a single request.

### **6. Initial Solar Feasibility Study**

- 6.1. For any capital project included under the scope of this policy, the Town shall complete an initial solar feasibility study of the affected site, before requesting project funding, to identify the solar canopy potential for each site.
- 6.2. The initial solar feasibility study should exclude areas that are more than 50% shaded, and areas that would prevent the use of the site as intended.
- 6.3. The initial solar feasibility study should include estimates of the following:
  - 6.3.1. The expected location and physical size of the solar canopy/canopies (square feet)
  - 6.3.2. The expected installed capacity (kW)
  - 6.3.3. The expected solar production (kWh), assuming the use of solar panels that are readily available to municipal customers
  - 6.3.4. A return on investment analysis generated using the Lexington Solar Screening Tool (Attachment A)
- 6.4. The results of the studies will provide a resource for staff when developing funding requests for the capital project.

### **7. Design Funding Requests**

- 7.1. A funding request for the design of solar canopies should be made alongside or integrated into the primary capital project design funding request ~~if the following minimum requirements are met: so long as the return on investment (6.3.4) is deemed favorable and the impact of the solar panels on the following factors have been carefully considered and accounted for:~~
  - 7.1.1. ~~Solar canopies would not prevent the site from being used for its~~The site's intended use.

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- ~~7.1.2. For solar canopies over green space, the canopies would not have a detrimental negative impact on the local vegetation.~~
- ~~7.1.3. The initial solar feasibility study indicates that expected solar production would be at least 900 kWh/kW and there is potential for at least 400 square feet of canopy (or approximately a 20-year payback period).~~

7.1.2. The local vegetation.

7.1.3. Fire and emergency services access.

7.1.4. Snow plowing access.

- 7.2. The request for design funding for any capital project included under the scope of this policy shall include, at a minimum:
- 7.2.1. A statement indicating whether solar canopies are being considered as part of the project
  - 7.2.2. ~~For projects not considering solar canopies, a justification of why not (see Section 57.1 for potential justifications for exclusion)~~
  - 7.2.3. For projects considering solar canopies, the results from the initial solar feasibility study (see section 46.3)
- 7.3. The request for design funding can include the cost of the solar canopy design as an independent line item or can reference a separate design funding request that includes the cost for the solar canopy design.
- 7.4. The request shall identify whether the funding will be requested from tax levy, CPC funding, or another source.
- 7.5. For approved design projects, the design shall be developed in consultation with the department with responsibility for the site. The results of the solar canopy design shall include the following, at a minimum:
- 7.5.1. Estimates for the construction cost of the solar canopy and electrical service required for interconnection, the annual energy production (kWh), the useful life of the solar canopy, and the annual and total revenue that will be generated by the system, and the estimated payback period.
  - 7.5.2. Estimates for the maintenance cost of the solar canopy over its useful life and the identification of the department that will be responsible for maintenance.
  - 7.5.3. For solar canopies that will be integrated into other systems (e.g., battery storage, EV chargers, buildings, etc.), the estimates shall also include the costs for integrating into those systems and the additional benefits (e.g., cost reduction) associated with adding solar energy generation to the overall system.
  - 7.5.4. Renderings of the finished project to show the planned location of the solar canopy and the design of the structure.

## **DRAFT**

- 7.5.5. A shade study to show the impact of shade caused by the solar canopy on the immediate area.
- 7.5.6. Approval of the design by the Fire Department to ensure access for emergency services.
- 7.5.7. Approval of the design by the Department of Public Works to ensure feasibility of snow removal services and utility access (e.g., sewer, water, stormwater).
- ~~7.5.8. For projects in the Historic District, the Certificate of Appropriateness (COFA). For projects in the Historic District, the design shall be developed in consultation with the Historic Districts Commission and receive their Certificate of Appropriateness (COFA) prior to requesting construction funding.~~
- ~~7.5.9.~~7.5.8. An assessment by the department responsible for the site of the impact of the solar canopies on the intended use of the site, ~~showing that the solar canopy does not prevent the site from functioning as intended.~~
- ~~7.5.10.~~7.5.9. For solar canopies over green space, an assessment by Public Grounds ~~that the canopy does not have a significant negative impact on~~ any impacts to the local vegetation.
- ~~7.5.11.~~7.5.10. An evaluation of other impacts of the solar canopies, including but not limited to, loss of parking and open sky benefits.

## **8. Construction Funding Requests**

- 8.1. For projects that include solar canopies in the request for design funding, the request for construction funding shall include, at a minimum:
  - 8.1.1. If the project team determines that a solar canopy is not viable for the project, the request for construction funding shall include all results of the solar canopy design effort and a justification for why the opportunity identified in the request for design funding is not considered viable.
  - 8.1.2. If the decision is to install solar canopies, the request for construction funding shall include:
    - 8.1.2.1. A life cycle cost assessment of the solar canopy generated using the Lexington Solar Screening Tool (Attachment A), using refined inputs gathered from the design process.
    - 8.1.2.2. Estimates for the capital costs for the solar canopies, separate from the overall project.
    - 8.1.2.3. The results of the design effort as described in Section 5.5.

# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Presentation: Semiquincentennial Commission (Lex250) Patriot's Day Weekend Report

### **PRESENTER:**

Mona Roy, Semiquincentennial  
Commission Chair

### **ITEM NUMBER:**

I.6

### **SUMMARY:**

#### **Category: Informing**

Mona Roy, Semiquincentennial Commission Chair, will present to the Board a post event report to the Board regarding the 2025 Patriot's Day Weekend celebrations.

### **SUGGESTED MOTION:**

Move to accept the report from the Semiquincentennial Commission.

### **FOLLOW-UP:**

N/A

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

8/18/2025

8:30pm

### **ATTACHMENTS:**

Description	Type
☐ Presentation	Presentation
☐ Lex250 Report	Backup Material

# Lex250 Report to the Select Board

## Patriots' Day Weekend 2025 Overview





# Semiquincentennial Commission

Mona Roy, Chair (Former Vice-Chair)

Suzie Barry (Former Chair)

Bridger McGaw, Vice Chair

Noah Michelson, Clerk

Cleve Coats

Steve Conners

Barry Cunha

Bebe Fallick

Jane Hundley

Cerise Jalelian

Melanie Lin

Doug Lucente

Julie O'Leary

Paul O'Shaughnessy

Ashley Rooney

Jillian Tung

John Rossi, CoD Liaison

Suzie Barry, Former Chair



# Patriots' Day Weekend 2025

- **6 days of celebrations, April 17-22**
  - Inclusive, free events for all ages and abilities
  - Updated annual traditions and introduced new events
- **100,000+ visitors**
  - Global reach, though MA centric
  - Massive online impact
- **High profile participants and visitors**
  - State and Federal elected officials, U.S. Army Golden Knights and Old Guard, Rachel Dratch, Ken Burns, Boston Pops Brass, and more



# Events of April 17 - 22, 2025

- Ken Burns: The American Revolution screening
- V0250 launch event and awards ceremony
- Paul Revere Midnight Ride Reenactment
- Battle of Lexington Reenactment
- Battle Green Rededication
- 2025 Patriots' Day Parade
- Bicentennial Band Concert
- Patriotic Picnic in the Park
- Naturalization Ceremony
- And more...



# Partnerships and Collaboration

- **Town Departments and Staff**
- **Regional Coordination**
  - Lexington, Concord, Lincoln, Arlington, Minute Man NHP
  - Local Public Safety Departments
- **State Partners**
  - Massachusetts Emergency Management Agency (MEMA)
  - State Police
  - State Legislators
- **Federal Partners**
  - National Parks Service
  - U.S. Army Military District of Washington (MDW)
- **Community Partners**
  - Town Committees, reenactment community, civic and cultural organizations
  - Community volunteers



# Public Relations & Media Engagement

- Engaged services of John Guilfoil Public Relations for Lex250 PR and crisis communications within Unified Command
  - Better media parking and work area allowed for better coverage and images
- Successful website and social media outreach
  - 339,000 page views in April, millions of social video views, Instagram grew by 150%
- Coverage in wide range of media outlets
  - Outlets ranging from local to national;
  - national media partner amplified coverage outside Lexington
  - Over 5,500 media mentions
- Inclusion of existing community events into larger marketing

## Growth Opportunities

- Improve contracting to allowed for increases of scope as needed
- Early media collaboration to support publicity



# Event Logistics and Management

- **Engaged Conventures for logistical expertise and day-of event management**
  - Special Guest management, credentialing, site set-up, performer coordination,, etc.
- **Utilization of additional infrastructure improved viewability**
  - Barricades, signage, audio-visual production, multi-location cameras, seating, bleachers
- **Satellite Parking and Shuttles**
  - Parking managed effectively with clear signage and attendants
- **Parade was Fantastic with 120 units and 55,000 estimated spectators**
  - Largest in recent history
  - Unit participation from nearby communities increased local interest

## Growth Opportunities

- **Clearer communication regarding guest invitations**
- **Improved intermunicipal transportation collaboration, MBTA support**
- **Review larger parade float staging on Mass. Ave. for ease of movement**
- **Continue recruiting a mix of traditional and contemporary units**



# Public Safety & Infrastructure

- **Intermunicipal / Interagency Coordination**
  - Multiple working groups, Unified Command Center, leveraging of regional resources
- **Comprehensive public safety plan**
  - Crowd barricades, hard road closures, staged EMS, free-speech areas
- **Safe and secure events**
  - No major disturbances; minor medical incidents handled

## Growth Opportunities

- Improved setup logistics of parade staging area
- Increase use of GIS mapping for improved pre-planning
- Clearer communication of porta-potty locations





# Accessibility & Inclusivity

- **ADA parking and viewing areas**
  - Ensured access to major events
- **AV equipment enhanced event accessibility**
  - Improved audio system and deployment of video screens
  - LexMedia stream increased reach to home
- **Shuttle service between key locations**



## Growth Opportunities

- Improved seating/AV at some events
- Parking for individuals w/ mobility needs but do not qualify for permit
- Re-assess food truck locations and publicity





# Public Feedback

- **Historical Accuracy and Improved Programming**
  - *"Extraordinary attention to historical detail"*
- **Accessibility & Enjoyment**
  - *"Allowed me and my 9-year-old to walk to the Green at 5 a.m. and still enjoy the event"*
- **Celebration Highlights**
  - Golden Knights parachute jump, naturalization ceremony, Bicentennial Band, etc.
- **Community Pride**
  - Looking forward to continued highlighting of Lexington's history



# Future Considerations

- Continued incorporation of new ideas and possibilities
- Calculate total cost of annual celebrations for Town Budget planning
- Explore options for 501(c)(3) public-private partnership
  - Flexible fundraising and continued support
- Extend the celebration of history
  - Continued partnerships and programs throughout following years
- Consider Patriots' Day 2026 plans
  - Retain PR firm
  - Leverage site and logistics from 2025
  - Possibility of main events on Saturday



# **Report on the Events of Patriots' Day Weekend 2025**

**Submitted to the Lexington Select Board, August 18, 2025  
by the Lexington Semiquincentennial Commission (Lex250)**



## **Commission Members:**

**Mona Roy (Chair), Bridger McGaw (Vice Chair), Noah Michelson (Clerk), Barry Cunha, Steve Conners, Bebe Fallick, Cerise Jalelian, Jane Hundley, Melanie Lin, Doug Lucente, Julie O'Leary, Paul O'Shaughnessy, Ashley Rooney, Jillian Tung, John Rossi (COD Liaison)**

**Special Thanks to Suzie Barry, former Commission Chair for her gracious advice and numerous contributions to this report.**

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## **EXECUTIVE SUMMARY**

The Seminquincentennial Commission (Lex250) was charged by the Select Board to evaluate, make recommendations and coordinate the Town-wide activities to be held to commemorate the 250th Anniversary of the Battle of Lexington and other historical events related to the founding of our Country.

We are pleased to report to the Board that the Commission achieved its goal as over the course of 6 days of events from April 17-22, 2025, the Town of Lexington hosted over 100,000 people from all over the world while garnering millions of media impressions and creating new opportunities for visitors and residents to connect with the history of the Battle of Lexington and founding of our Country.

The Commission also wishes to acknowledge that the success of the 2025 Patriots' Day Weekend events built upon decades of re-enactments, award ceremonies, musical performances, parade experiences, volunteer involvement and the Town's support for these activities.

From the early days of the Commission's founding in 2020, the Commission set out to provide a portfolio of free events over the course of several days for residents and visitors no matter their age or ability to participate in. This goal was achieved with great success from an event experience standpoint, by realizing that the 16 volunteer members of the Commission could not do the work alone, but needed to work alongside and in concert with town staff, subject matter experts, other towns, state and federal officials and other volunteers. The Commission ensured that publicity and media coverage were at the highest level by hiring a public relations firm and securing a national media partner. The Commission also hired an event management firm to oversee day of event execution for the "usual" planned events and a few new events. While these additions may have initially been a challenge for some, it did recognize the longer-term strategic value of having high quality events that included record attendance and participation by several high profile people and groups connected to Lexington. We were honored that internationally renowned filmmaker Ken Burns joined us to show clips from his new yet to be released PBS film "The American Revolution", that the U.S. Army Golden Knights parachute team made a historic jump onto the Lexington Battle Green to deliver the

Lexington 1775 campaign streamer, that Lexington Native and Saturday Night Live alum Rachel Dratch hosted the VO250 Volunteering Program where the annual awarding of the Minuteman Cane, Youth Award, Lexington Minute Men Scholarship and White Tricorn Hat took place and that the Boston Pops Brass Ensemble played at the Patriotic Picnic in the Park. It was a great weekend with great events with great weather and great memories were made.

# **COLLABORATION**

## **Regional Cooperation and Intermunicipal Agreement**

Beginning in 2023, members of the Commission and Town staff began engaging on a regular basis with representatives from the other ‘Battle Road Communities’ of Arlington, Concord, Lincoln and Minute Man National Park. This collaboration enabled sharing of expertise and resources, resulting in unified crowd management, streamlined emergency response, and enhanced public safety. By coordinating schedules and logistics, the participating entities sought to avoid both conflicts and duplicated efforts, maximizing volunteer engagement and community participation. This partnership also fostered positive goodwill and strengthened a regional identity, reflecting a collective commitment to honoring the historic significance of Patriots’ Day contributing to a successful and seamless weekend for all.

## **State/Federal Partners**

Lex250 commissioners were further charged with coordinating the Town's events with local, state, regional and federal partners - an essential foundation for a weekend of events of this complexity. This extensive and successful collaboration involved local, state, and federal agencies and was led by the Massachusetts Emergency Management Agency (MEMA). Holding the main events on Saturday instead of Patriots’ Day Monday strategically increased regional and federal resource availability while improving convenience for participants and attendees. Strict deadlines for new event proposals were enforced to control budget limitations and ensure staffing capacity across all participating entities. Multiple working groups were established to oversee large-scale operations—such as the Unified Command Center (UCC), Communications, Tactical Operations, Transportation and Parking, and Emergency Medical Services (EMS)—ensuring coordinated and effective management of the diverse operational demands. The Commission is grateful for the leadership and hundreds of hours put in by MEMA to bring dozens of local, state and federal agencies together to support the event.

## **Collaboration with Community Partners**

In the spirit of Lexington's long tradition of civic engagement, the Commission forged deep partnerships with the reenactment community, the town's vibrant music and arts organizations, Town committees, dedicated municipal staff, and a wide array of civic and cultural groups. Together, we crafted programming that bridged history, art, and community—inviting residents and visitors alike to step into the stories that shaped our nation. From the meticulous planning of historically accurate reenactments to the joyful rhythms of live performances and the thoughtful design of family-friendly activities, every element was the product of collaboration and shared vision. There were simply too many groups and individuals involved to name them all here; while this report highlights many key contributors, the absence of mention does not lessen the deep gratitude and appreciation we hold for every person and organization whose efforts made this celebration possible. This collective endeavor transformed the months leading up to Patriots' Day and the weekend itself into a living tapestry—celebrating Lexington's heritage, honoring those who came before, and inspiring a new generation to carry its legacy forward with pride and purpose.



## **BUDGET**

Funding for Patriots' Day weekend 2025 was sourced through multiple channels. ARPA funds, Town Meeting appropriations, state budget earmarks, grants and donations were used to fund the requirements of the events. Overall financial management, including inflows and outflows from diverse sources, was overseen by the Town Finance Department. The Commission's visibility into specific funding allocations for Patriots' Day weekend events was limited, and the Commission itself did not have direct oversight or approval authority over expenditures made by Town departments in connection with the planned activities.

### **Funding and Fundraising Challenges**

Lexington is fortunate to have a community rich in generosity, with many individuals willing to contribute funding, expertise, networks, and services to support events that celebrate and sustain our town's history and civic life. When the Commission identified gaps in resources needed to execute key activities marking significant milestones in the Lex250 journey, local donors generously stepped forward. Personal networks connected to the Commission's work were instrumental in making possible events such as the Drone Show, Countdown Calendar, and the Patriotic Picnic in the Park featuring the Boston Pops Brass Ensemble and Malin, along with several smaller activities. The Commission extends sincere gratitude to all donors for their vital support of the 250th celebration and for their continued willingness to contribute to future efforts.

Reflecting on the Commission's formation, there were structural oversights that inadvertently created administrative burdens for the Commission and Town staff, and limited the ability to attract broader financial support. The Town currently lacks a clear strategy and process for soliciting, receiving, and utilizing donations of goods and services from private individuals and corporations. Without addressing this gap, future anniversaries of the Battle of Lexington or other historic events risk being limited by available Town funds or ad hoc fundraising. In hindsight, establishing the Commission as a stand alone 501(c) nonprofit organization would have provided important advantages, enabling donors,

corporations, and foundations to fully realize the benefits of their contributions and for the Commission to also procure goods and services in a less cumbersome and more timely manner.

Early planning and thorough documentation are essential to engage local donors and organizations with historical ties to Lexington, as well as to tap into a wider national network of historic preservation supporters. Several opportunities were missed to connect with this broader donor base and to secure donated services that could support future commemorations, including those planned for 2026. Without more strategic and diversified fundraising efforts aimed at sustainable historic preservation funding, Lexington's Patriots' Day activities may revert to a smaller scale in the future.

## **PUBLIC RELATIONS & MEDIA ENGAGEMENT**

The Lex250 Commission and the Town of Lexington engaged the public relations firm John Guilfoil Public Relations (JGPR) in February 2024, over a year before the 250th anniversary of the Battle of Lexington in April 2025. This early and comprehensive partnership was instrumental in crafting and executing a multi-faceted, multi-year communications campaign designed to maximize visibility and engagement around the historic Lex250 celebrations.

JGPR's efforts encompassed website development, content creation, media relations, crisis communications, public information officer support, video production, graphic design and securing a National media partner. Throughout the planning process, JGPR participated actively in event preparation meetings and deployed multiple staff members on-site during the events to manage day-of communications, ensuring consistent messaging and rapid response to any issues.

The results of this long-term collaboration were substantial. Between April 10 and April 22, 2025, the Lex250 events received more than 5,500 media mentions with an estimated audience reach exceeding 15.5 billion. This coverage spanned prestigious national and international outlets, including the Associated Press, European Press Agency, Getty Images, New York Times, Reuters, and The Telegraph, reaching audiences across countries such as China, France, Germany, the United Kingdom, and Spain. Local television coverage of the reenactment aired in more than 25 U.S. states, further amplifying the event's profile.

Digital engagement mirrored the broad media success. The official Lex250 website ([lex250.org](https://lex250.org)) recorded over 101,000 unique users and 339,000 page views during April, with an average session duration of nearly two minutes, indicating strong visitor interest. Social media platforms (FaceBook, Instagram, LinkedIn, Threads, X) also saw significant growth and interaction: Facebook videos amassed 4 million views and generated nearly 90,000 interactions, while Instagram views grew by over 130%, with the most popular video reel reaching 319,000 views and accumulating 2.6 million views to date.

One recurring issue faced by the Committee was managing the increasing slate of events against a rigid scope of work as outlined in the public relations contract. For

future large-scale multi-event campaigns, it is recommended to secure comprehensive budgeting upfront to allow for flexibility and the addition of events to ensure consistent, inclusive messaging and robust social media engagement—including livestreaming—that highlights all marquee events to attract a broad audience.

Overall, JGPR's proactive and strategic PR management was a critical factor in elevating Lex250 from a local celebration to an event of national and international significance, creating lasting awareness and engagement that will support Lexington's heritage tourism and community pride for years to come.

## **EVENT MANAGEMENT**

All Lex250 events were coordinated under a unified framework following eighteen months of meticulous planning. Coordinating safety and security plans early and with the logistical support of MEMA enabled Lexington to focus on the logistics of the specific events within Lexington.

### **Planning for All Possibilities**

Lex250 was envisioned to attract more visitors to Lexington and surrounding communities and thus required a different event plan. Lexington has had a similar slate of events, activities, and processes in place for over a decade with limited changes that would accommodate the crowd size envisioned, as well as include contingencies for if the President, Vice President, or other Head of State planned a visit to the events of the weekend. As a result, the Commission had to design two Lexington event plans: one that would accommodate a VIP visit with all the associated security precautions (i.e. bomb sweeps, metal detector screening points; national media), and another for larger scale crowds but without presidential level security arrangements. Both of these options then were coordinated with other communities to ensure alignment of resources.

The Commission prepared event site, transportation, and credentialing plans that took previous re-enactment, parade, Battle Green Rededication as well as smaller event plans of the weekend, and revised them to meet the significant crowd sizes expected under the two VIP scenarios. These revised plans created better viewability of the re-enactment using designated special guest and ADA seating as well as jumbotron screens and extensive soundsystem and microphones for re-enactors. These revised plans allowed for ease of media coverage and created the ability to plan three major events on the Battle Green with limited changes.

## **Hiring for “Day of” Event Management**

The Commission recommended for over a year that, regardless of what other towns planned to do, a special events production team with experience handling presidential level events be retained to support the execution of the Lex250 weekend. Initially, this recommendation met repeated resistance despite multiple requests and briefings of Town leadership until February of 2025 when it became clear the expertise was needed and a firm retained.

The Town hired an event management firm, Conventures, whose collaboration substantially strengthened logistical and on-the-ground event support. Conventures took the Commission’s plans and worked closely with local Police, Fire, Facilities, and the Department of Public Works, attending numerous coordination meetings focused on public safety and event management.

Their responsibilities spanned the installation of essential infrastructure, including a VIP stage and bleachers designated for special guest seating, and the deployment of barricades around critical areas such as the Free Speech Zone near Buckman Tavern, media zones, and special guest areas. Conventures also managed credential distribution, organizing two distinct placard pick-up timeslots and implemented our credentialing plan with fourteen categories, each with specific access levels and checkpoints for media and special guests.

Conventures’ expertise was crucial in managing event-specific logistics for the Paul Revere Midnight Ride, the Battle of Lexington Reenactment, the Battle Green Rededication ceremony, the dignitaries’ luncheon, and the Patriots’ Day parade. They coordinated sound checks, interfaced with security and media teams, and oversaw volunteer management during the reenactment. Additionally, they worked alongside the U.S. Army to facilitate logistics for the Golden Knights parachute team and managed parade route blocking enclosures. Conventures also prepared the official program for the Battle Green Rededication and implemented the Town’s comprehensive site plan to optimize flow and safety at the Battle Green.

Through continuous coordination with event security, media personnel, and local agencies, Conventures ensured operational excellence, mitigating risks and enhancing the overall experience for participants and spectators alike. Their

deployment of tents, A-frame signage, and media risers provided necessary structural and directional support across the event footprint.

While the overall event management was highly effective, there were some challenges related to guest invitations and attendance. Confusion over the number of invitees and how many guests each invitee could bring contributed to feelings of exclusion among some community members, reinforcing the familiar insider-versus-outsider dynamic often present at large public events. Addressing this perception through clearer communication and more inclusive invitation policies could enhance community cohesion and participation in future anniversaries.

Ultimately, the integration of Conventures' logistical expertise, JGPR's public relations expertise, our National Media Partner's presence, and the broader multi-agency collaboration was instrumental in the successful execution of Lex250's ambitious programming, effectively balancing the historical significance of the events with visitor engagement and public safety.

## **PARKING & TRANSPORTATION**

The 250th anniversary supported a regional tourism surge, which annually attracts over 100,000 visitors, 91% from outside Massachusetts. To manage this influx while reducing local traffic congestion, Lex250 worked with transportation service experts to present options for bus services between Arlington and Lexington, Lexington and Concord, while enhancing connectivity with Cambridge and promoting public transit use in place of private vehicles. Analysis of routing/cost options were available and presented over 8 months in advance, but a lack of joint funding, alignment around what services should be committed to and decision making between towns hampered locking in shuttle options and pricing early.

Eventually, limited shuttle services were implemented. Approximately 40 shuttles served Lexington, primarily running the Hartwell Avenue to Bedford Street Stop & Shop route, successfully transporting thousands of attendees. An additional 24 shuttles served inter-town routes between Lexington and Concord and 5 between Arlington and Lexington. Chartered shuttles replaced thousands of private vehicles, significantly reducing congestion and lowering the carbon footprint. Total parking capacity secured for the event was 4,118 spaces, efficiently managed with clear signage and an interactive online parking map. The five internal Lexington shuttle stops from Hartwell Avenue to Lexington Center experienced high ridership. However, the intercommunity bus route connecting Lexington, Concord, and the National Park was underutilized. It is recommended to focus on internal routes for future large events. Adjustments to the parade route improved safety and provided more space for spectators and staging. Some bus drivers serving parade parking lots faced challenges with route familiarity, indicating a need for additional preparation and educational training. Hiring parking lot attendants was essential to management of all of the private lots.

### **What Worked:**

- We had plenty of time to plan. We came up with options that met all Town's goals for wide event access. The Commission figured out how to pilot a future tourism loop with the Lex250 weekend based on some previous studies.



- We had open information sharing and creative thinking by the Lexington Police Department throughout the process, with support from the Planning Department, identifying early on all the parking lots around Lexington that could be used for parking and shuttle operations. This information became vital in our website building and public communications efforts.
- Securing last minute funding for Parking Lot attendants was critical as this task would have been impossible to staff with volunteers.
- Use of Worthen Road for stacking shuttle buses that would be needed by specialty groups for parade movements, as well as a close-in dropoff for Lexington Center events was useful, but may need to change during LHS construction.

### **Growth Opportunities:**

- Neither transportation operational planning expertise nor actual capacity to move large amounts of people in vehicles exist in the Town government regarding this type of special event shuttle operations. The Town should review the executed SOW used for this event and keep a modified version on hand for future event use. Parking Lot attendants should be added to future parking shuttle operations as that was not included in the initial SOW.
- LexPress is not a special-event option for weekend events and neither is the School Bus Contract. Both of those items should be ruled out for future events and instead consider a separate SOW for these purposes. If the existing vendors of those services have capability that can be used for special events, the draft SOW will make securing price estimates easier.
- MBTA coordination was ad hoc at best. They attended dozens of meetings. The follow up was vague and their contributions unstated. While a commuter train was decorated for the 250<sup>th</sup>, no commitments were made by the MBTA early enough to really make a difference in bringing visitors in from Belmont (Waverly Station) or Alewife (Redline). This support, if committed to and communicated early, could have been a big benefit to enhancing access to the events.

- State funding should not be relied on for future transportation needs or enhancements, private donations are a more likely option in the form of in-kind services.
- Use of the Town GIS services lacked internal coordination. Updating GIS maps with the 4/17-22 event plans, the location of any assets employed to ensure ease of future planning. The GIS updates should identify not only soft and hard road closures, with ownership of the vehicle used to block, but also all rented assets (water stations, food trucks, bathrooms, bike parking), and any other designated details that will make future events easier to execute by the Town's departments in the future. Food Truck locations should be moved closer to Fletcher Field.

## **PUBLIC SAFETY**

A multi-agency Unified Command Center (UCC) facilitated coordinated responses across Police, Fire, DPW, and state and federal agencies. Specialized teams included Communications, Tactical Operations, EOD/CBRNE, Intelligence/Investigations, EMS/MCI, Hazardous Weather, and Transportation units. Crowd control barricades were effectively deployed on Battle Green and along parade routes, with anti-ramming barricades and DPW heavy equipment enhancing public safety and vehicle protection. Protests remained peaceful, with designated free speech zones near Buckman Tavern managed efficiently. Barricades and controlled access areas were identified early as a critical element of our event success and ensured effective crowd management, while emergency medical services handled minor incidents without disrupting events.

### **Public Works Support**

Deployment of barricades, staging, and anti-ramming measures was completed the night before major events. Parking management was effective, with only four vehicles towed due to clear signage and interactive maps. Coordination could improve regarding setup timing for tables, chairs, and tents in the parade staging area. Porta potty locations were unclear to attendees and volunteers, highlighting a need for better signage.

### **Accessibility Considerations**

Lex250 made significant efforts to ensure accessibility across its major events. Dedicated ADA parking in the Depot Lot (VIP Lot) was well-utilized, providing convenient access for attendees with mobility needs. Designated ADA viewing areas for the Battle Green events and the parade allowed for inclusive spectator experiences. The deployment of large Jumbotron screens greatly enhanced visibility, enabling attendees—including those with limited mobility or those unable to secure front-row viewing spots—to fully engage with the events. Moreover, LexMedia's livestreaming extended accessibility beyond physical

attendance, allowing broader community participation, including for those unable to travel or with health considerations.

Community feedback was overwhelmingly positive. Attendees expressed sincere appreciation for the thoughtfulness behind the parking and seating provisions, the excellent organization of shuttle services between key locations, emphasizing minimal wait times and smooth operations, which helped reduce traffic congestion and enhanced the overall accessibility of the events.

Nonetheless, some constructive feedback highlighted areas for improvement. Seating and audio arrangements at the Naturalization Ceremony drew comments about a perceived insider versus outsider dynamic; optimizing these aspects could foster a more inclusive atmosphere. Furthermore, older attendees who do not qualify for official handicapped parking but have mobility limitations requested parking considerations tailored to their needs—such as for individuals over 80 years of age—to ease access in future events.

One parade attendee, an 85-year-old disabled participant, shared how the event was enjoyable despite some mobility challenges, managing by leaning against planters for support, and expressed gratitude for the organizers' hard work.

Additional reflections praised the high historical fidelity of reenactments, the diversity of entertainment, and the engaging use of video boards and extended event commentary. While the parade was broadly celebrated, some suggested that its length could be moderated for enhanced enjoyment.

In summary, Lex250's accessibility initiatives were effective and well-received, with clear recommendations to continue expanding parking accommodations, refine seating and audio arrangements, and maintain innovative accessibility technologies. These steps will further enhance equitable and welcoming experiences for all attendees at future Lexington commemorations.

# **MAJOR EVENTS**

## **Ken Burns: The American Revolution**

Date & Time: Friday, April 17, 2025, 12:00 PM –1:30 PM

Location: Battin Hall

Engagement: 800+ in person with many more engaging in reels

**Description:** This event featured the screening of the soon-to-be-released documentary *The American Revolution* by Ken Burns, Sarah Botstein, and David Schmidt, followed by a moderated panel discussion. The panel was led by Ramille Romulus, an 8th-grade Social Studies teacher at Jonas Clarke Middle School, who skillfully guided the conversation using student-generated questions. Approximately 400 students from Lexington, Concord, Arlington, Lincoln, and Minutemen Technical High School filled Battin Hall to capacity, while an additional 400 seats were allocated equally to the four Battle Road communities for community members and local and state officials, ensuring broad regional representation.

### **What worked**

- Public interest in the event was strong, resulting in a full venue.
- Coordination with the Lexington Police Department ensured smooth logistics for school bus arrivals and departures, demonstrating professionalism and flexibility.
- Prioritizing students in both attendance and programming helped directly engage youth, with their questions effectively driving the panel discussion.
- 8th graders from Clarke and Diamond Middle Schools showcased their Lex250 curriculum projects, enriching the educational impact.
- Collaboration with WGBH and the Ken Burns production team elevated the event's profile and reach.

### **Growth Opportunities**

- Limited Town control over ticketing due to WGBH/Ken Burns protocols.
- Implement pre-registration and overflow or simulcast options for accessibility.

- Seat allocation didn't reflect town population sizes, raising equity concerns.
- Communication about ticketing caused community confusion and frustration contributing to perceptions of favoritism and insider-outsider dynamics.
- These communication and equity gaps eroded community trust.

## **VO250 Awards Night**

Date & Time: April 17, 2025, 5:30 PM - 8:30 PM

Location: Battin Hall

Engagement: 700+ in person with hundreds more engaging

**Description:** This combined celebration marked both the official launch of the year-long VO250 initiative and the honoring of Lexington's local heroes through the Patriots' Day Awards Ceremony. Emceed by Lexington native and comedian Rachel Dratch, the evening featured stirring musical performances, a flash mob orchestra, and speeches recognizing volunteerism and community impact. The event, funded through a generous private contribution, successfully galvanized broad community participation, intertwining celebration of civic voice with deep appreciation for Lexington's history and its dedicated citizens. Branded refreshments, strong media presence including LexMedia coverage, and a lively atmosphere contributed to an event that was both meaningful and joyous. Approximately 700 people attended in person, with hundreds more joining via livestream.

### **What Worked**

- Rachel Dratch's engaging emceeing elevated the program.
- Celebrated volunteerism and launched VO250 with high energy.
- Pre-show Jazz Band and flash mob orchestra were highlights.
- Large, diverse attendance; families felt honored.
- Effective media coverage, including a press conference for Rachel.
- LMM opening and National Anthem added gravitas

### **Growth Opportunities**

- Enforce strict timing and improve transition coordination
- Confirm partner arrival times with clear instructions
- Streamline awards with timed remarks and filler content
- Strengthen volunteer training and role clarity
- Expand outreach to increase diverse participation
- Boost marketing to enhance visibility and impact

## **Paul Revere Midnight Ride Reenactment**

**Date & Time:** April 18, 2025, 10:00 PM – 11:00 PM

**Location:** Hancock-Clarke House, 36 Hancock Street, Lexington, MA

**Engagement:** In addition to the estimated 10,000 attendees, the event was also covered extensively by local print and broadcast media and live-streamed by LexMedia.

**Description:** Led by the Lexington History Museums, this annual event is a dramatic reenactment tracing Paul Revere's historic midnight ride from Buckman Tavern to Hancock-Clarke House, featuring volunteer riders on horseback under atmospheric lighting that added a cinematic quality to the event. This long-standing tradition draws crowds eager to witness a vivid retelling of one of Lexington's pivotal moments in American history. Volunteers, lighting design, and sound reinforcement collaborated to create a powerful and immersive experience.

The Commission advised the organizers that this year the event would draw far more people than an average year along with a significant media presence. We advised that lighting and sound production quality be improved so as to ensure a clear view of the performance for television cameras as well as clean audio from the participants microphones could be recorded and shared. We advised on the use of more bleachers in the street to increase the viewable area, but this was not executed. The timing of the event was moved up to accommodate the security and logistics necessary for the re-enactment.

### **What Worked**

- High attendance with dramatic, immersive atmosphere and perfect weather combined for the largest attendance the Town has ever seen for this event. Skilled riders and performers made for a special event. Use of barricades kept the street moderately clear and safe for riders though more barricades were recommended.
- Improved use of lighting enhanced period authenticity, but not enough to really satisfy television coverage. The improved sound system and



microphones were successful, though additional speakers down Hancock Street would improve the ability for larger crowds to hear the performance.

- Media coverage of the event was increased due to the timing of the event allowing the performance to be seen on evening news. LexMedia streaming also allowed the crowd to see the performance along Hancock St.

### **Growth Opportunities**

- Wayfinding signage was insufficient, causing confusion for attendees.
- While an improvement from last year, the soundboard mixing was inconsistent for an outdoor event trying to capture audio for future production use. The sound vendor needs to improve their approach for optimal recording of multi-microphone outdoor broadcast with media needing clean audio from a mult-box. This has been a recommended change for a few years as not all audio was routed through the main system for optimal recording. Video crew should film from a fixed, unobstructed location to improve streaming/rebroadcast/media coverage.
- Seating remains limited, and temporary bleachers should be tried. The Town could test out different owned equipment here for the future, particularly on the north side of Hancock House.
- More volunteer ambassadors with appropriate identifiable uniforms would support wayfinding at key points and ADA access efforts.

## **Battle of Lexington Reenactment**

Date & Time: Saturday, April 19, 2025, 5:15 AM – 7:00 AM

Location: Lexington Battle Green, Lexington, MA

Engagement: 25,000+ in person and continued social media engagement

**Description:** The Battle of Lexington Reenactment stood as a cornerstone of the Lex250 Patriots' Day celebrations, drawing approximately 25,000 spectators at dawn to witness a vivid, historically accurate portrayal of the first shots fired in the American Revolution. This solemn event took place on the storied Lexington Battle Green, meticulously choreographed to mirror the actual historic moments of April 19, 1775.

Reenactors donned authentic period uniforms representing both Colonial militia and British Regulars, performing detailed drill sequences, musket firing demonstrations, and recitations of key historical narratives designed to educate and engage audiences across generations. The reenactment powerfully conveyed the gravity and drama of Lexington's pivotal moment in the nation's founding especially with the addition of a larger contingent of British re-enactors.

Extensive logistical planning within the Lex250 framework ensured smooth crowd management and safety despite the early morning timing. Strategic deployment of crowd control barricades and anti-ramming measures secured the Battle Green perimeter and managed spectator movement effectively.

### **What Worked**

- Revision of the Battle Green site plan was presented in June of 2024 and again in November 2024 to illustrate how the re-enactment could be viewed by more people, improving sound coverage, media areas, and adding jumbotrons. These additions allowed a space for 2,000 people to accommodate 20,000+ spectators with limited logistical changes between Reenactment and the Parade.
- To enhance visibility and engagement, large viewing screens were installed, allowing attendees further back to follow the reenactment in detail, complemented by sound amplification and expert event commentary. This

multimedia approach brought history to life for a diverse and enthusiastic audience.

- Execution of planning efforts was enhanced by the hiring of Conventures, which handled day of logistics, credentialing, and interfacing with security and media. Participation from local Minutemen groups and historical societies contributed to the reenactment's authenticity and community resonance.
- Use of hard barricades around the Battle Green provided better sightlines and security and adding additional bathrooms is necessary.

### **Growth Opportunities**

- Adding more volunteer ambassadors and signage to guide visitors during the pre-dawn hours only helps get people to the right place.
- Refine marketing messages and communications materials for future years
- Ensure Town staff supporting the event with neon shirts do not venture into the reenactment arena which breaks up the visuals.
- Increase communication around dedicated parking areas for ADA and for mobility challenges.

## **Battle Green Rededication**

Date & Time: Saturday, April 19, 2025, 10:45 AM – 12:30 PM

Location: The Battle Green

Engagement: 15,000+ in person and broader impact through extensive traditional and social media coverage, reaching thousands more across the region and beyond

**Description:** The Battle Green rededication was a complex event shoehorned between annual morning events and a hard step-off time for the annual parade. Envisioned to harken back to the visit by President Ford in 1975, this event constantly evolved over the course of 18 months while the Commission planned options for another presidential visit or something more manageable with other significant leaders and accompanying crowd and media attention. The eventual addition of the Military District of Washington, DC and U.S. Army created a successful replacement option whether a Head of State came or not. The Commission's collaboration was lauded by the U.S. Army planners for our ability to understand their logistical needs, the importance of the Army's history in Lexington, and our ability to integrate their vision with ours. lauded by the

The Commission successfully partnered with the U.S. Army integrating their performance units, a parachute drop, and their leadership into the plan and final program. The Commission first ensured that the morning re-enactment barricade set up would meet the landing zone and formation requirements. This then allowed the team to position the speaking platform, seated audience, and media effectively to cover both public remarks by State and local elected officials and U.S. Army representatives.

### **What Worked**

- The Lexington DPW and Conventures collaborated to seamlessly switch between the re-enactment setup to re-configure the Battle Green for a standard speech with lectern, wreath laying, and special guest with ADA seating.
- The timing of this event allowed for ease of volunteer recruitment to support seating and media escorts.

- The Public Safety team was incredibly flexible to ensure successful media coverage while maintaining security of the event site.
- This event has the largest law enforcement presence with motorcades arriving from Concord and quickly moving their Principals to stage. All of the ground logistics were essential to pull off on time in order for the parachute drop to occur as envisioned. Close coordination between the U.S. Army and the Commission team made this all look easy.

### **Growth Opportunities**

- The wreath for the dedication itself was heavy and the stand was not very sturdy.
- The only bathrooms for VIPs on the Battle Green are in the Hancock Church, as Cary Library was too far outside the security area.
- A presidential-level security approach would have changed the entire dynamic of this day and those logistics should be reviewed by the Town should a presidential-level visit ever occur in the future.

## **2025 Lexington Patriots' Day Parade**

Date and Time: April 19, 2025, 1:00 PM -4:00 PM

Location: Massachusetts Avenue

Engagement: 55,000+ in person and broader impact through extensive traditional and social media coverage, reaching thousands more across the region and beyond

**Description:** The 2025 Patriots' Day Parade was one of the largest and most vibrant in recent Lexington history, featuring approximately 120 units including marching bands, reenactors, veterans, community groups, and floats. An estimated 55,000+ spectators lined Massachusetts Avenue, with about 2,000 participants showcasing both local pride and regional collaboration. Ideal weather contributed to a festive atmosphere, drawing dense crowds especially downtown. The event successfully balanced tradition with fresh elements, reinforcing Lexington's role as a central hub for Patriots' Day observances.

### **What Worked**

- The Town Celebrations Committee, leveraging decades of parade planning experience, contributed critical expertise and institutional knowledge, collaborating effectively with Conventures, Town departments, and stakeholders to ensure the successful execution of an expanded and well-coordinated parade program.
- Diverse mix of long-standing participants and new entrants kept the program engaging throughout
- Improved coordination with public safety and public works resulted in smooth road closures, effective viewing areas, and efficient cleanup
- Integration of youth groups, cultural performers, and school ensembles created a multi-generational appeal
- Participation of veterans' organizations and historical societies reinforced deep Revolutionary heritage connections
- Strong involvement from neighboring communities broadened reach and regional impact
- Record sponsor participation and positive publicity enhanced financial sustainability and community engagement

## **Growth Opportunities**

- Further optimize logistical efficiency, focusing on unit spacing to maintain steady parade pacing and reduce lulls
- Expand public address coverage, especially in East Lexington and down Massachusetts Avenue, to provide narration and context to spectators
- Provide clearer staging instructions and communication for participants, particularly at the starting point
- Implement earlier and more frequent communication with parade units regarding staging, timing, and spacing to enhance flow and engagement
- Increase the number of public address points or deploy mobile announcers to improve spectator experience, especially for first-time attendees
- Continue recruiting a balanced mix of traditional and contemporary units to maintain heritage while reflecting community diversity

## **Bicentennial Band Concert**

Date and Time: April 19, 2025 7:00 PM - 9:00 PM

Location: Battin Hall

Engagement: 750+ in person and broader impact with over 1400 views on LexMedia

**Description:** The Bicentennial Band Concert on April 19, 2025, at Battin Hall was a cultural highlight of the Lex250 Patriots' Day events, featuring two commissioned works focused on the Revolutionary era. Composers Daniel Lutz and Dr. Andrew Boysen conducted their pieces, offering a unique historical and musical experience. The event attracted a nearly full house and was livestreamed by LexMedia to over 800 households, expanding accessibility. The concert celebrated Lexington's history through music, combining education and cultural enrichment.

### **What Worked**

- Featured two specially commissioned works, one directly tied to Lexington's 250th anniversary
- Composers conducted their own pieces, enhancing audience connection
- Strong local attendance with an acoustically and historically resonant venue
- Free open seating encouraged broad community participation
- LexMedia livestream reached over 800 households, increasing accessibility

### **Growth Opportunities**

- Expand regional marketing to attract audiences from neighboring towns and beyond
- Leverage composer interviews, program notes, and arts partnerships for promotion
- Maintain and enhance livestream capabilities for greater inclusivity
- Explore additional ways to integrate cultural programming with historical education to deepen community engagement



## **Patriotic Picnic in the Park**

Date and Time: April 21, 2025 11:00-2:30

Location: Hastings Park

Engagement: 3,000+ attendees

### **Description:**

The Patriotic Picnic in the Park was a community event held at Hastings Park, designed to bring together Lexington residents through food, music, and to highlight the historic 1775 midnight rides of Paul Revere and William Dawes. The event featured musical performances by Keith Lockhart and the Boston Pops Brass Ensemble, alongside Lexington's own Malin Band. Refreshments came from the Revolution Hall beer garden, Rancatore's Ice Cream, and pre-ordered meals from local restaurants, creating a festive atmosphere. The National Lancers escorted Paul Revere and William Dawes on horseback to the park, allowing the audience to engage closely with the riders and their horses. The venue accommodated a large number of attendees and was well-prepared, contributing to a positive community experience.

### **What Worked**

- Created a relaxed, fun atmosphere encouraging spontaneous community interaction without large crowds or parking issues
- Significant engagement with the Lexington Minute Men Company was a highlight for attendees
- Keith Lockhart/Boston Pops Brass Ensemble and Malin Band
- Food and beverage options (Revolution Hall beer garden, Rancatore's Ice Cream, pre-ordered meals) were effectively managed and appreciated
- High public interest combined with excellent venue preparation ensured a seamless experience
- Strong coordination among DPW, Police, Fire, Lexington Minuteman Company, National Lancers, and volunteers contributed to success

## **Growth Opportunities**

- Include on-site snack vendors to accommodate attendees unable to pre-order meals
- Improve advance planning for ADA seating to ensure accessibility
- Better coordinate timing of Paul Revere's arrival to avoid disrupting performances
- Develop a comprehensive vendor mix and proactively address accessibility need
- Use physical barriers with clear signage to separate horses from audience for safety and crowd flow

## **Naturalization Ceremony**

Date and Time: April 22, 2025 11:00-12:00

Location: Battle Green

Engagement: 200 + people attending in person

**Description:** On the historic Lexington Battle Green, 49 individuals from 28 nations—spanning Albania to Vietnam—were formally sworn in as U.S. citizens during a moving Naturalization Ceremony organized in partnership with the Lexington History Museums (formerly known as the Lexington Historical Society). Speakers included Cameron Hickey (CEO, National Conference on Citizenship), Steve Cole Jr. (Captain of the Lexington Minute Men), and naturalized citizen Sophia Ho, who shared her immigration journey. Music was provided by Epp Sonin, founder of the Lexington Music School, and the Minute Men Honor Guard presented the colors. The ceremony concluded with a welcome reception for new citizens, generously sponsored by the National Conference on Citizenship. This symbolic event was the final official milestone of the Lex250 Patriots’ Day weekend.

### **What Worked**

- Inspiring setting on historic Lexington Battle Green
- Diversity of new citizens representing 28 nations
- Engaging mix of speakers offering personal and historical perspectives
- Inclusion of live music for a dignified, celebratory atmosphere
- Strong symbolic value as conclusion to Patriots’ Day weekend

### **Growth Opportunities**

- Consider enhanced amplification for audience reach
- Explore opportunities for more community participation in welcoming new citizens
- Provide shaded seating for guests during sunny or warm weather

## **Additional Events**

Date and Time: April 19, 2025, morning

Location: Lexington Center

On Saturday, several hallmark events contributed to the rich tapestry of Patriots' Day celebrations. multiple Pancake Breakfasts brought community members together in fellowship, while the Lexington Lions Club hosted the 111th Patriots' Day 5-Mile Road Race, drawing strong participation. The Lions Club also organized the USS Lexington Memorial Ceremony, honoring our naval heritage with solemn respect. The Daughters of the American Revolution held a Tree Dedication ceremony, further emphasizing Lexington's enduring dedication to commemorating its Revolutionary legacy. Although independently managed, the organizers of these events worked collaboratively with Lex250 to ensure cohesion and complementarity within the overall weekend programming.

## **PUBLIC FEEDBACK**

### **Positive Highlights**

Many praised the diversity and quality of programming, noting the “extraordinary attention to historical detail,” such as the reenactments that clearly drew from primary sources like Paul Revere’s diary. Interactive military displays and pettable horses from the National Lancers were “great complementary, interactive attractions” that engaged families and visitors alike. The large video screens and extended event commentary “allowed me and my 9-year-old to walk to the Green at 5 a.m. and still enjoy the event,” enhancing accessibility and enjoyment. Shuttle services were lauded for their “excellent organization” and minimal wait times, easing mobility and reducing congestion. The parade was widely regarded as “outstanding,” with a strong turnout of participants and a vibrant, patriotic atmosphere. Many expressed relief that the parade was held on Saturday instead of Monday, noting it avoided “conflicts with the Marathon” and accommodated work and school schedules better.

Overall, the events were described as “unforgettable,” “very moving,” and a powerful reminder of America’s founding stories and Lexington’s pivotal role. The Battle Green rededication ceremony included moving speeches of the themes of our nation’s founding and the significance of April 19th as well as special performances by the U.S. Army and its ceremonial units in honor of their 250th birthday. A parachute jump and landing by the U.S. Army’s Golden Knights carrying the inaugural “Lexington” battle streamer made for a poignant acknowledgement of the sacrifices made over our nation’s 250 years. The Naturalization Ceremony on Tuesday tied the entire narrative together in a moving bookend with the swearing in of 49 new U.S. Citizens.

### **Community Spirit and Pride**

From the plethora of flags, painted horses, lightpole and “Witness to 1775” banners, the overall sentiment revealed a profound sense of community pride and patriotism. Visitors expressed heartfelt appreciation provided to staff, volunteers, emails, and Visitor Center comments, such as: “Thank you for all your hard work, very impressive,” and “Well done.” Many residents and visitors look forward to

continued initiatives highlighting our history, encouraging the Town to continue promoting Lexington's rich revolutionary history and to build upon the success of the Lex250 big weekend.

### **Growth Opportunities**

- Provide dedicated parking accommodations for seniors who can walk but don't qualify for handicapped parking
- Increase accessible seating and resting areas along the parade route for seniors and people with disabilities
- Consider shortening the parade length to maintain engagement, especially for older spectators
- Launch a targeted advertising campaign in early spring to boost event awareness and attendance

## **FUTURE CONSIDERATIONS**

The Commission wishes to acknowledge that it is natural for organizations (governmental, community, public or private) regardless of membership size or mission, to be challenged by changes to “traditions” and “the way we have always done it.” However, there are unique moments in time where it becomes essential to challenge the status quo, create new opportunities for new traditions, and approach changes to current practice with renewed enthusiasm. The Commission endeavored to partner across Lexington and the region to offer ideas, suggestions, and finally demonstrations of changes to our traditional approach to hosting events celebrating Patriots’ Day.

In addition to the many observations, feedback, and growth opportunities listed throughout the report, we offer these additional recommendations for consideration by the Select Board and future event coordinators to build on the tremendous success of our 2025 events as the community looks to 2026 and beyond.

- 1. If we are seen as a community that does interesting things, we can do more interesting things.** There are so many opportunities to create new space for ways to honor our past and envision our future as a community and a Republic. There are numerous cultural, academic, and historical activities and forums that can be recruited to enjoy the community of Lexington as a platform for extending the impact of our place in history to communities far beyond our town. We recommend continued and improved use of technology, space, and community connections to drive awareness and opportunity for further local and global engagement.
- 2. Calculate total costs of Patriots’ Day for Annual Town Budget planning.** At this point in the history of Patriots’ Day, we have held the event enough to provide solid examples of the costs of hosting the event to the Town. We know the materials, equipment, personnel, and overtime necessary to execute a Saturday or a Monday event. While the Commission appreciates that there are always ‘unknown’ costs to the event, we believe sufficient contingency funds could be included, as the Town does with any construction project, to ensure the effective execution. We understand “funding within Town Department budgets” has been the normal approach

for years past. With new costs identified that materially improve the enjoyment of our annual events, the Town would be wise to build a revised annual budget to illustrate the importance to the community and the extent to which we prioritize its safe and enjoyable execution.

- 3. Develop Options to Establish a 501(c)(3) Public Private Partnership.** As the community looks to the future and the challenges of funding significant historic celebration events in Lexington, the costs of doing this from the tax levy could be re-balanced with the use of a robust public-private partnership. Use of this type of organization would allow for easier marketing, engagement, donor recruitment, and receipt of donations from all sorts of individuals and organizations that align to our celebration of our place in American history. This approach could leverage an existing foundation or establishment of a new foundation. Regardless, we recommend that without the ability to receive charitable donations, the community is missing out on ways to expand the impact of the history of our town to the world as well as cover costs from one-off major events that are not annually budgeted.
- 4. Retain a Public Relations Firm for 2026 events.** The Town greatly benefited from the use of a public relations firm to both support the crisis communications requirements of a major event operating under the Incident Command System, but most importantly, drive awareness and engagement of our Lex250 events in Lexington and beyond. We wanted to attract more tourists and create images and experiences that could be used to market and attract future visitors to our Town which plays an important role in our local economy. While a Public Information Officer may have some time to support some media activities, having a public relations firm is essential to build a national, regional, and local media strategy and execute it throughout the weekend should continue through July 4, 2026.
- 5. Extend the Celebration of History.** The success of April 17-22nd events can be built upon by re-engagement of historians, historic organizations, diverse communities, and other experts to develop a plan to maintain and build on the activation of interest in the American Revolution, the personalities involved, and the founding of our Republic. We encourage the Select Board to seek out opportunities to further partner with and support



Cary Library, Lexington Historic Museums and other local organizations to support celebration opportunities.

- 6. Consider Hosting Patriots' Day on Saturday in 2026.** It is clear from the feedback from attendees (runners, floats, bands, audiences), organizers, and public safety that hosting the major events (Re-enactment, road race, dedications, memorials, afternoon parade) on Saturday brings out the crowds and better leverages safety and security resources that are not available to Lexington on the Monday of the Boston Marathon. Public Safety also recommends that regional security assets and other equipment are easier to acquire for Saturday events. Changing the date does create logistical issues to be solved, including managing reenactor conflicts (transportation to/from Battle Road and rescheduling Tower Park) and potential impacts on certain businesses within road closure areas. While it has deliberated on this question, the Commission has not taken a formal vote on the issue.

# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Review: Draft Select Board Report for FY25 Annual Town Report

### **PRESENTER:**

Board Discussion

### **ITEM NUMBER:**

I.7

### **SUMMARY:**

#### **Category: Brainstorming**

The Select Board is being asked review and comment on the draft of Select Board's Report submission for the Fiscal Year 2025 (July 1, 2024 - June 30, 2025) Annual Town Report.

An edited draft will be placed on the September 8, 2025 Select Board meeting for Select Board review and approval.

### **SUGGESTED MOTION:**

N/A

### **FOLLOW-UP:**

Select Board/Select Board office

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

8/18/2025

8:45pm

### **ATTACHMENTS:**

Description	Type
<input type="checkbox"/> DRAFT Select Board Report for FY2025 Annual Town Report	Backup Material

## SELECT BOARD

Five members, elected by the voters at-large to overlapping 3-year terms: Douglas M. Lucente, Chair, Jill I. Hai, Vice-Chair, Joseph N. Pato, Suzanne E. Barry, and Mark D. Sandeen. The Board extends its appreciation to Suzanne E. Barry, who concluded her service to the Town after ten years and did not seek re-election in the March 2025 annual town election. In that election, voters re-elected Joseph N. Pato to a three-year term and elected Vineeta Kumar to the Board for her first term. At the Board's annual reorganization following the Town Meeting in May, Jill I. Hai was appointed Chair and Joseph N. Pato was appointed Vice-Chair, with their terms beginning July 1, 2025.

FY2025 will be remembered as a year of significance for the Town of Lexington. It was a year in which we commemorated our pivotal role in the founding of our nation while continuing to advance a forward-looking agenda of strategic investment, community enhancement, and sound fiscal stewardship.

The Board adopted key policy updates, including revisions to the Board and Committee Code of Conduct to strengthen expectations for civility and public participation. Intergovernmental and regional collaboration was also a priority, with the Board working alongside neighboring municipalities to address state-level proposals on transportation funding and to respond to potential noise impacts from Hanscom Field operations.

Efforts to enhance public amenities reflected the Board's ongoing commitment to ensuring that Lexington's shared spaces are inclusive and welcoming. The Board engaged in public discussions on potential changes to rules governing the historic Battle Green and ultimately decided to seek additional resident input before taking action.

Throughout the year, the Select Board maintained its focus on disciplined, long-term fiscal planning. Our collaborative Finance Summits with the School Committee, Appropriation Committee, and Capital Expenditures Committee provided a forum for aligning budget priorities and ensuring the responsible execution of capital projects.

As in prior years, the Board worked to balance near-term operational needs with long-term planning. Fiscal discipline, environmental responsibility, and community vibrancy remained at the forefront. These priorities continue to guide our goals of maintaining strong fiscal health, delivering major capital projects on schedule and within budget, and advancing policies that foster a welcoming, inclusive, and sustainable community for all.

### Lexington High School Building Project

Rebuilding Lexington High School 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. At the end of FY2025 this project neared completion of the Module 4 of the MSBA process – Schematic Design for the new construction option known as "Bloom".

### Progress and Milestones:

- Fall 2024
  - Completion of Module 3: Feasibility Study – The SBC evaluated the 5 options for a design and selected Bloom, new construction to be built on the playing fields adjacent to the existing

school building and to renovate and expand the existing field house. The fields on which the new structure will be built will be rebuilt where the current school and parking lots are located preserving and improving the facilities.

- A citizen's petition at the fall Special Town Meeting (Article 8) sought to delay the MSBA process and request an alternative two-phase approach. The article failed by a vote of 11 in favor, 157 opposed, and 8 abstaining.
- Winter 2024/5
  - MSBA approved Lexington's Preliminary Design Program and a Preferred Schematic Report advancing our project to Module 4 – Schematic Design.
- Spring 2025
  - Schematic designs submitted to third-party cost estimators.

Looking forward, the SBC expects to submit the schematic design to the MSBA in August 2025 for approval and advancement to a project funding agreement by the fall.

#### **Financial Planning:**

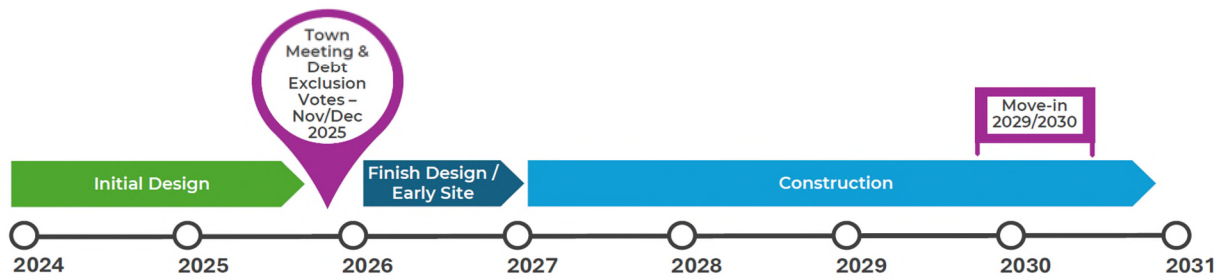
2024 Annual Town Meeting appropriated \$10M for design funds for the project via article 26. The next major funding action by Town Meeting is expected to occur at a Special Town Meeting in November of 2025 followed by a town-wide debt exclusion vote in December.

The estimated total project cost as submitted in the fall of 2024 is \$662 million. This cost will be offset by anticipated funding from the MSBA estimated at over \$100 million, as well as state and federal clean energy incentives and rebates. The anticipated Town share is approximately \$550 million to be funded by existing capital reserves and annual debt service both within and excluded from the limits of Proposition 2½.

Estimated costs for the project are being refined as the design process progresses. In June of 2025 preliminary schematic designs were submitted to third-party cost estimators and total projected costs remain below \$662 million. The SBC remains committed to controlling costs and seeking savings where possible.

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 facility is expected for the 2029/2030 academic year with removal of the old buildings and construction of the new fields occurring over the following year.

## LHS Anticipated Project Timeline



### Town Manager Transition

On March 21, 2024, Town Manager Jim Malloy announced his intention to retire at the end of his then current contract, September 30, 2024.

The Select Board issued a Request for Quotations (RFQ) for an Executive Search firm to run the recruitment for the next town manager, eventually selecting GovHR as the Executive Recruiting Firm to lead the search.

The Board also created a Town Manager Search Screening Committee (TMSSC), comprising a diverse group of residents to assist the Search firm in screening applicants. The TMSSC was comprised of two Select Board (SB) members, a Planning Board (PB) member, a representative of the business community and five at large residents, as well as liaisons from each of the two finance committees.

The members of the TMSSC were: Sarah Bothwell Allen, Bob Creech (PB), Jill Hai (SB), Heather Hartshorn (Business Community), Vineeta Kumar, Charles Lamb (CEC liaison), Robert Mandeville, Sean Osborne (AC liaison), Janet Perry, Mark Sandeen (SB and Helen Yang.

The Select Board appointed Kelly Axtell as Acting Town Manager from October 1<sup>st</sup> through November 3, 2024.

On September 4, 2024, the Select Board voted to engage Steve Bartha, then Town Manager of Danvers, as Lexington's next Town Manager. Mr. Bartha began work in Lexington November 4, 2024. Coming in mid-year, Mr. Bartha helped complete the FY26 budget, support the successful planning and execution of the Lexington250 celebrations, hire key staff (*settle X contracts*) and work with departments, individual staff members, unions, committees, and resident groups as he continues to integrate into the community and town operations.

### 250th Anniversary of the Battle of Lexington

On April 19, 1775, the events on Lexington Battle Green marked the opening chapter of the American Revolution. As British Regulars advanced toward Concord, local militia stood in their path. In the brief exchange that followed, eight Lexington residents were killed, the first to give their lives in the cause of American independence.

In FY2025, the Town joined with residents, partners, and visitors from across the country and the world to observe the 250th anniversary of this historic day. Planning for the commemoration spanned years, involving Town departments, the Lex250 Commission, the Town Celebrations Committee, community organizations, and volunteers. The anniversary offered an opportunity to remember the events of 1775 and to share a broader story that reflects the contributions of people who were free, indentured, and enslaved to the cause of the Revolution.

The week of Patriots' Day formed the centerpiece of the year, beginning with a Thursday evening Awards Ceremony recognizing individuals and groups who have made significant contributions to the town. On Saturday, April 19, the early morning Battle of Lexington reenactment drew large crowds, followed by the rededication of the Battle Green and a U.S. Army program featuring the Golden Knights Parachute Team. That afternoon, the Patriots' Day Parade showcased over 125 marching units, including military bands, fife and drum corps, and many Lexington civic and cultural organizations.

Other weekend highlights included the Lex250 Patriotic Picnic in Hastings Park, with a performance by the Boston Symphony Orchestra, and a lecture and film screening by Ken Burns offering historical perspective on the Revolution. The year also welcomed a delegation from Lexington's sister city, Antony, France, underscoring the historic ties between our communities and the international resonance of the ideals born here.

Legacy projects included the opening of the Lexington History Museums' fourth museum in the renovated Lexington Depot, a new animated Paul Revere's Ride presentation at the Visitors Center, and public history installations such as the "Witness to 1775 Houses" project and the "Riding Through History" horse statues.

The Select Board extends sincere thanks to the Lexington Semiquincentennial Commission, the Town Celebrations Committee, and Town staff whose dedication and professionalism made this year's commemorations possible. Their planning, coordination, and tireless work, alongside hundreds of community volunteers, ensured the 250th anniversary was meaningful, inclusive, and worthy of the events it honored.

## **Housing Initiatives and Updates**

One of the Select Board's highest priority goals is "increasing diversity of housing stock". Annual Town Meeting 2024 authorized the Select Board to seek proposals to develop 100% affordable housing on the Town owned property known as Parcel 68-44 located near the intersection of Lowell Street and North Street. The Select Board issued a Request for Proposals (RFP) to build 100% affordable housing on this parcel and received seven strong proposals. The Town signed a land disposition agreement with the selected developer to build 40 units of truly affordable housing at an average of 60% Area Median Income or below. The developer has presented the proposed site design and completed the community engagement process defined in the RFP.

The proposed design significantly exceeds the RFP requirements in many ways, including providing housing that is well integrated with the neighborhood, with a community meeting area, a common space walking area, thoughtfully designed landscaping, and almost an acre of protected woodland area. These homes will be all-electric, solar-powered, and built to Passive House standards. The Select Board has sent a letter to the Executive Office of Housing and Livable Communities in support of the developer's Project Eligibility Letter application to pursue a Comprehensive Permit under the MGL Chapter 40B process. The Comprehensive Permit process is expected to start in the fall of 2025.

**Home Rule Petitions:** Lexington 2020 Special Town Meeting approved Article 6 to submit a home rule petition requesting legislative authority to establish a surcharge on residential development for the purpose of funding affordable housing. The legislature took no action on that home rule petition during this or the previous

legislative session. For that reason, that Article 6 home rule petition failed and can only be reconsidered by the legislature after another vote of Lexington Town Meeting.

Lexington 2021 Annual Town Meeting approved Article 36 to submit a home rule petition requesting legislative authority to establish a surcharge on specific commercial development activities for the purpose of funding affordable housing. The legislature approved that home rule petition by passing H.2740 “An Act to establish a surcharge on specific commercial development activities for the purpose of funding the creation of community housing.” The Governor signed the bill on January 8, 2025.

The Select Board authorized Town staff to commission a study funded under Article 36, to assess commercial development and housing inventory trends before recommending an appropriate range of linkage fee rates.

**Lexington Housing Assistance Board (LexHAB):** In September 2024, the Massachusetts State Legislature approved the Select Board’s Home Rule Petition to amend LexHAB’s enabling legislation and charter, to allow LexHAB to become an independent non-profit entity. As a 501(c)(3) organization, LexHAB will now be 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. Soon after the reorganization, LexHAB received a donation of a property that LexHAB will convert to an affordable home for Lexington residents in perpetuity.

The Lexington Affordable Housing Trust also provided a \$1.1 million grant to LexHAB for the purchase of a single-family home, with the condition of creating two affordable units for residents at or below 60% of Area Median Income.

**Zoning Initiatives:** Annual Town Meeting 2023 created several MBTA village overlay districts with inclusionary housing requirements. The Planning Board has approved nine multi-family housing projects that are proposed to produce 1,086 units of multi-family housing, including 160 units of inclusionary housing for residents at or below the 80% Area Median Income.

Annual Town Meeting 2023 also approved Special Residential Development (SRD) zoning. Construction has started on the first SRD project, which will create 10 units of housing, including one unit of inclusionary housing.

## **Economic Development and Community Vitality**

During fiscal year 2025, the Select Board maintained its commitment to fostering economic growth and commercial development within the town, with a particular focus on revitalizing the downtown area. Strong partnerships with local business associations, individual businesses, and advisory committees—such as the Economic Development Advisory Committee and the Center Committee—played a central role. The Select Board’s liaisons also participated in Quarterly Roundtable discussions hosted by the Economic Development Department.

These are some highlights from fiscal year 2025.

**Lex250 and Tourism:** From July 2024 through June 2025, the Visitors Center welcomed 112,000 guests—an impressive increase from the 87,000 visitors in the prior fiscal year. This growth was driven by the successful Lex250 celebration, which attracted tens of thousands to commemorate the historical battle of Lexington.

Collaborations with organizations such as National Geographic, BBC, WCVB, and NYT promoted the 250th anniversary, reaching tens of millions globally. The Tour Lexington.us website, launched in January 2024,

surpassed 120,000 users and recorded over 350,000 page views. These outreach efforts led to a 28% rise in foot traffic, a 53% increase in merchandise revenue, and an 85% surge in online tour booking revenue compared to FY24. The Visitors Center worked closely with the Lex250 commission to offer new branded merchandise. The Lexington Visitors Center also expanded its Step-On Guided Charter Tour program through networking and connecting with new tour operators at events such as the American Bus Association Conference, International Pow Wow Conference, and Discover New England Summit. Bookings nearly doubled from 54 in FY24 to 102 in FY25. Lexington was recognized as a top destination by the American Bus Association, receiving the “Best of the Best” award.

**Local Economic Policy Enhancements:** During 2024 Annual Town Meeting, Town Meeting passed several policy measures designed to ease permitting requirements, modernize language, and allow for new businesses to thrive in Lexington.

ATM 2024, the Town of Lexington passed Article 49 which changed the Zoning bylaw to support new uses from Breweries and Wineries. This was accomplished by adding new definitions for craft beverage establishments and permitting additional uses to all commercial districts in Lexington. By modernizing definitions for eating and drinking establishments, more businesses are able to come into Town. With the passage of Article 47, Town Meeting amended the Zoning bylaw to allow businesses to have an additional sign on their structure, streamlined permitting process for signage, and removed restrictions on event signage.

On June 24, 2024, the Select Board updated their Alcohol Beverage License Regulations, broadening eligibility to include event spaces and craft beverage establishments alongside traditional restaurants. Locations such as Pinot’s Palette, The Venue, Galaray House, and local breweries are now eligible to serve alcohol as part of their operations with an approved wine & malt liquor license.

Town Meeting also passed Article 39, a Home Rule Petition to adjust the number of on-premise wine and malt licenses. State Representative Michelle Ciccolo sponsored House Bill HD.3893, which was filed on February 25, 2025, and is awaiting further action.

**East Lexington Revitalization:** Since 2020, the revitalization of East Lexington’s business districts has been a priority. Efforts in FY25 focused on connecting businesses to the Minuteman Bikeway via upgrades, landscaping, and wayfinding signs—key recommendations from the 2021 Massachusetts Downtown Initiative Rapid Recovery Plan. Funding from a Regional Economic Development Organization Grant enabled wayfinding sign installation at Bow Street, to help travelers find their way to restaurants, coffee shops, and businesses.

Additional beautification projects, including new murals funded by the American Rescue Plan Act (ARPA), were implemented; artists Melissa Pandina and Gabriella Sepulveda created large-scale murals now displayed at several Massachusetts Avenue locations - 55 Massachusetts Avenue (Berman’s Wine and Spirits), 131 Massachusetts Avenue (Busa Wine and Spirits), and 135-145 Massachusetts Avenue (Battle Road Bikes). These three vibrant, large-scale murals illustrating pivotal moments from Lexington’s past brighten the Minutemen bikeway, drawing attention of passersby. Ongoing efforts include landscaping and bench installation to enhance the area’s appeal.

The Lexington Center Committee partnered with Lexington History Museums to commission a mural on the Depot Building’s pillars, completed in August 2025.

These projects not only contribute towards revitalizing East Lexington but also set a framework for similar initiatives elsewhere, like Lexington center.

**Center Business District Revitalization:** A charrette was organized in FY24, following which the Economic Development Advisory Committee and Lexington Center Committee presented to the Select Board, a set of



recommendations based on *Lexington Center: The Journey Forward*. The first two recommendations are being addressed as described in this report; the remaining two still need planning.

- 1) Focus on ways to create more welcoming and inviting entryways from key access points (parking lots, bike path, Visitors Center)
- 2) Evaluating options for supporting Lexington Center programming
- 3) Convene a forum of relevant municipal bodies and committees to ensure alignment around application of new bylaws – The Select Board has not initiated this yet but plans to in FY26
- 4) Prioritize decision(s) regarding use of town-owned land in Lexington Center.

Lexington welcomed several new businesses into the Center Business District over the past year, including new cafes, establishing Lexington Center as a prime breakfast destination. Major vacancies in the center have been filled, with Revival Café and Tatte. Additional changes include candy store Liberty Sweets which replaced Fancy Flea, knitting shop Knit Tuck and Purl, and the buildout and opening of Steak House- Post 1917 at 27 Waltham Street. Post 1917 replaced the former Bulpan restaurant, which closed in 2020. New ownership has taken over 1800 Massachusetts Avenue (former Stationary Signature Store) and renewed interest in renovating the space into a more appealing area for businesses.

The Center Committee, EDAC, and the Tourism Committee have been working on the planning and implementation of wayfinding signage at critical access points in FY26, including a solar-powered event calendar kiosk in Grain Mill Alley.

**Commercial Development:** Despite ongoing challenges in the Life Science sector, Lexington achieved significant milestones in commercial development. Braskem established a \$20 million, 35,000-square-foot Renewable Innovation Center on Maguire Road, which began operations in 2024. This new facility strengthens Braskem's work in biotechnology, catalysis, and process engineering. The company's accomplishments were celebrated at the 2025 MassEcon Impact Awards. In addition, commercial entities in Lexington obtained \$112,725,000 in permits, supporting continued development across the area.

**Community Vibrancy and Cultural Events:** Lexington fostered a vibrant community spirit through a wide array of cultural events last year, many of which received vital support from the Economic Development Office. Working with the Cultural Council, the office distributed \$15,000 in Cultural District Investment Grants to eight local arts and cultural groups, enabling valuable programming for the Town. Major events included the Bikeway Block Party, LexLux Illumination Night, the Lexington History Museum's Reenactment of Paul Revere's Ride, and the Chamber of Commerce Concert Series, among others.

The Economic Development Office also leveraged ARPA funds, to support the Lexington Retailer Association's Discovery Day by reducing and waiving application fees for local businesses, thus boosting participation. Similar funding aided LexLux Illumination Night, with resources allocated for projectors, tables, and a heating station. Additional equipment such as tables, canopy tents, and other items were purchased, making them available for use at future community and municipal events.

The Select Board is committed to continuously improve economic and community vitality through various programs- providing access to a diverse mix of businesses, develop and vitalize new economic hubs, increasing commercial revenue and utilization of town resources to create community vibrancy. Through multifaceted initiatives, Lexington is striving for a future that is economically robust, inclusive and sustainable.

## American Rescue Plan Act (ARPA)

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. It was important for the Select Board to deploy these resources in a manner that maximizes benefits for our community, adhering to the guiding principles of transparency, equity, and strategic impact.

As of June 30, 2025, the Select Board has approved spending the full allocation of \$9,903,381. Of that amount \$8,271,202 has been spent, and the remaining \$1,632,179 is encumbered and under contract.

Funds have been allocated to the following broad areas, amounting to 78 individual projects of varying sizes, many of which are complete and others in-progress.

- **Economic Stimulus & Resiliency:** The largest portion, approximately 36% of the funds or \$3,572,672 was earmarked to support our local economy, including bolstering the cultural sector, aiding small businesses, enhancing community events, updating digital platforms, improving public spaces, Center access, and fostering bikeway mobility and engagement.
- **Public Health, Safety and Pandemic Response:** With 24% of the funding or \$2,382,104, this area focused on bolstering the town's health department, including testing and vaccination programs, public safety equipment, mental health measures and training in response to the pandemic.
- **Housing:** 15% of the funds or \$1,502,735 were allocated to address housing needs, ensuring support for those affected by the pandemic in securing stable housing.
- **General Government Services:** 23% of the funds or \$2,245,871 have been utilized for general services such as enhancing the Food Waste Program, investment in hybrid technology and IT improvements, election equipment, acquiring a new electric vehicle for the Health Department, formulating an ADA Town Building Self Evaluation and improving Recreation facilities.
- **Food Insecurity:** A smaller, yet crucial 2% of the funds or \$200,000 addressed food insecurity, ensuring that residents affected by the pandemic have access to necessary resources.

Some of the significant projects that have been completed in fiscal year 2025 are Water Wagon purchase for community events, MBTA Zoning Study, installation of hybrid tech in the library living room, purchase of new radios and hoses for the Fire Department, decarbonization of affordable housing, Wi-Fi installation in the Town Center, and the full execution of the food insecurity program.

Some of the projects that are in-progress and will complete soon are the Lead and Copper water system improvements, Recreation outdoor shelters and bottle fillers, the ADA building study, hybrid meeting technology in Town buildings, East Lexington bikeway landscaping, store front and store back improvement projects and Grain Mill Alley wayfinding signs. In addition, ARPA will continue to support the food waste composting program and mental health services through the end of the ARPA program in December 2026.

The Board has voted that any remaining or surplus funds after completion of all earmarked projects will be applied towards expanding the Town's food waste collection program.

Project/Initiative	Count	Allocated	Spent till date	Encumbered
Economic Stimulus & Resiliency	18	36.10%	\$2,782,386.02	\$790,286.08
Public Health & Safety	29	24.10%	\$2,056,029.85	\$326,073.90
Housing	6	15.20%	\$1,502,734.65	
General Government Services	21	15.50%	\$1,175,930.55	\$356,092.13
Hybrid Tech Improvements	3	7.20%	\$554,121.31	\$159,726.51
Food Insecurity	1	2%	\$200,000.00	
<b>Total</b>	<b>78</b>	<b>100.10%</b>	<b>\$8,271,202.38</b>	<b>\$1,632,178.62</b>

The Participatory Budgeting (PB) process implemented in the previous year, which actively engaged our residents in the decision-making process, led to identification of impactful community projects. Given the stipulation for all ARPA funds to be committed by December 31, 2024, the PB process has been discontinued. While not all suggestions could be implemented, we extend our gratitude to all residents who participated in this process, contributing valuable insights and demonstrating the strength of our community's collective engagement.

In this final phase of ARPA fund utilization, the Select Board is dedicated to successfully completing all projects funded by ARPA.

### Update on Municipal Building & Infrastructure 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.

#### Lexington Police Station

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 includes all of the infrastructure necessary to support onsite solar energy generation and energy storage systems and to enable high speed electric vehicle charging for the Police Department's electric vehicle fleet while reducing the building's electricity charges. Construction of the footings for the canopy has been completed.

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. Solar canopy and energy storage system construction is expected to be completed by the end of 2025.

#### Old Reservoir Bath House Renovation

Originally approved by Town Meeting in 2019, the bids for this project came in over-budget multiple times, due to a series of factors including the COVID pandemic and resulting supply chain shortages.

The renovation includes repairs to the plumbing system, installation of new fixtures, electrical upgrades, replacement of the existing roof, and reconfiguration of the main entrance. It also addresses accessibility issues within the bathhouse, walkway, and surrounding site, including the installation of ADA-accessible parking spaces located in close proximity to the Old Reservoir. The project was completed and open to the public in June 2025.

### **173 Bedford Street**

2024 Town Meeting appropriated \$6 million for the renovation of 173 Bedford Street to provide swing space for the School Administration's Central Office staff, the Cary Library renovation, and potentially the Town Office building renovation, over the next 10 to 15 years. The scope of the renovation includes adding an elevator, adding a fire suppression sprinkler system, converting to an all-electric HVAC system while expanding the HVAC system to provide heating and cooling on the second floor, plus some interior fit out work.

Construction has begun and is expected to be completed by [?].

### **Pine Meadows Clubhouse Renovation**

The clubhouse, constructed prior to the Town's purchase of the Pine Meadows property in 1988, has not undergone any significant renovation in the past 30 years. \$2,575,000 was appropriated in FY2025 for the costs associated with renovation of the clubhouse including installing a solar energy system at the Pine Meadows Golf Club.

This project also includes renovation of the main concourse area, the restrooms, plumbing, windows, and roof. This project will not only restore the clubhouse to a modern and functional facility, but will also bring it into ADA-compliance, making it welcoming and accessible for all. Construction has begun and is expected to be complete in [early 2026?].

### **Bedford Street and Hartwell Avenue Complete Streets Design**

Traffic issues in the Hartwell Avenue corridor are one of the key concerns cited by residents and business owners. 2019 Special Town Meeting appropriated \$1.5 million for the 25% design of the Bedford Street/Hartwell Avenue/Wood Street Corridor. The Town formed a 25% design working group in November 2020, and hired an engineering and planning firm in January 2021 to develop 25% design level plans for complete streets reconstruction that addresses safety, traffic flow and pedestrian, bicycle, transit, and alternative modes of transportation.

Based on input from the Select Board, the consultant revised the build out and traffic analysis to include future development and expanded the study limits to include the I-95 interchange. In September 2024, the Select Board reviewed the conceptual design and authorized Town staff and the consultant to proceed with numerous public outreach and information sessions to finalize the design. In January 2025, the Select Board approved the preferred design based on feedback received during public information sessions.

On June 23, 2025, the Town of Lexington was selected to receive an award of \$1,650,000 for the study and design of safety improvements at the I-95 and Route 4/225 interchange. The interchange is integral to the success of the Bedford Street and Hartwell Avenue Complete Streets project.

Unfortunately, the Metropolitan Planning Organization (MPO) Board did not incorporate Lexington's Bedford & Hartwell Complete Streets project in the FFY 26-30 Transportation Improvement Program (TIP). The MPO board voted 11 (in favor) and 10 (opposed) to not include new projects that are not yet at 25% design approved. The MPO's decision is based on current TIP project delays and cost increases. Town staff were encouraged by the MPO Chair to submit a TIP Amendment in the fall or winter after 25% design approval is issued by MassDOT to be reconsidered for inclusion on the TIP. Staff and VHB expect the 25% design to be submitted to MassDOT by the fall of 2025.

### **Pump Station Upgrade Project**

The Department of Public works celebrated the completion of the wastewater pump station at the corner of North Street and Adams Street during a ribbon-cutting ceremony November 2024. The completion of this project represents the end of a 12-year effort to ensure the long-term sustainability of the Town's network of wastewater pump stations. The project was led by the DPW

Engineering Division with coordination from the DPW Water/Sewer Division. These pump stations are critical to the control of waste water throughout the town. The following pump stations were upgraded over the last twelve years listed by project start date.

- 2012: Concord Avenue
- 2012: Potter Pond
- 2014: Brigham Road
- 2015: Main Pump Station
- 2015: Worthen Road
- 2019: Constitution Drive
- 2019: Marshall Road
- 2021: Hayden Avenue
- 2023: North Street

### **Zero Waste Reduction and Management**

Costs associated with waste management continue to rise sharply in Massachusetts, putting pressure on the budget. The Select Board aims to have a waste collection system that protects us from rising costs and protects our environment.

Reducing trash by reducing the total amount of waste generated by residents is ideal. In 2023, Lexington produced 8,014 tons of trash and 3,450 tons of recycling through the curbside programs. Of the trash, 1,843 tons could have been recycled, and 3,045 tons could have been composted. Diverting compostable trash to the Town's curbside composting program would preserve valuable organic waste and reduce costs associated with trash collection and disposal. Currently about 3,500 households, a little more than a quarter of all, participate in the Town's no-fee curbside composting. Adopting automated trash collection would also reduce the rate of increase in trash collection costs.

Many communities in Massachusetts have adopted some form of metering or fees associated with trash disposal. On average, these 155 communities generate 29% less trash per household when compared to

communities that have no limits on trash disposal. At the Select Board's request, the Waste Reduction Task Force surveyed town residents and 74% of the 1,500 respondents indicated they supported automated collection and 54% supported some form of fee for excess trash disposal.

Over the next year, the Select Board intends to explore options to contain waste disposal costs including:

- Adopting regulations and fees on bulky item disposal
- Consider fees for excess trash generation
- Consider standardization of trash carts and adoption of automated collection
- Strongly encourage composting of organics, food, and yard waste

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