

SELECT BOARD MEETING  
Monday, August 8, 2022  
Conducted by Remote Participation\*  
6:00 PM

**AGENDA**

**PUBLIC COMMENTS**

Public comments are allowed for up to 10 minutes at the beginning of each meeting. Each speaker is limited to 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 Concerns and Liaison Reports

**TOWN MANAGER REPORT**

**CONSENT AGENDA**

1. Accept Fund Terms - Williams Family Fund
2. Approve Request for Deferral of Water and Sewer Payment
3. Approve Select Board Meeting Minutes
4. Select Board Committee Resignation
5. Water and Sewer Adjustments

**ITEMS FOR INDIVIDUAL CONSIDERATION**

- |   |        |
|---|--------|
| 1. Liquor License - Change of Manager - Bertucci's Restaurants, LLC d/b/a Bertucci's, 1777 Massachusetts Avenue | 6:10pm |
| 2. Liquor License - Change of Manager - Lexington Lodge #2204 B.P.O.E. of U.S.A., Inc., 959 Waltham Street      | 6:15pm |
| 3. Battle Green Flag Request - Manheim Township Police Department   | 6:20pm |
| 4. Voluntary Outdoor Water Use Restrictions   | 6:25pm |
| 5. Assignment of Police Officers at Polling Locations   | 6:35pm |
| 6. Rescheduled Discovery Day Street Fair 2022 Request   | 6:40pm |
| 7. Approve Additional American Rescue Plan Act (ARPA) Funding   | 6:50pm |
| 8. Discuss Select Board Meeting Times   | 7:20pm |

**ADJOURN**

- |                            |        |
|----------------------------|--------|
| 1. Anticipated Adjournment | 7:30pm |
|----------------------------|--------|

The Select Board meeting packet is typically available at least one business day in advance of the meeting: <https://lexington.novusagenda.com/agendapublic/>

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

<https://us06web.zoom.us/j/85825054883?pwd=L004ZGtKanZSUUpwSm45UElYajAxZz09>

iPhone one-tap:

+13126266799,,85825054883# or +16469313860,,85825054883#

Telephone: +1 312 626 6799 or +1 646 931 3860 or +1 929 436 2866 or +1 301 715 8592 or +1 346 248 7799 or +1 669 444 9171 or +1 669 900 6833 or +1 253 215 8782

Webinar ID: 858 2505 4883

Passcode: 309784

**\*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, August 15, 2022 at 6:00pm via remote 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:**

Select Board Member Concerns and Liaison Reports

#### **PRESENTER:**

Select Board Members

#### **ITEM NUMBER:**

LR.1

#### **SUMMARY:**

Under this item, Select Board Members can provide verbal updates, as well as comment on any additional points and concerns. There are currently no written updates for the August 8, 2022 meeting.

#### **SUGGESTED MOTION:**

#### **FOLLOW-UP:**

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

8/8/2022

# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Accept Fund Terms - Williams Family Fund

### **PRESENTER:**

Doug Lucente, Select Board Vice-Chair

### **ITEM NUMBER:**

C.1

### **SUMMARY:**

The Select Board is being asked to accept the terms of the Williams Family Fund, which will be managed by the Trustees of Public Trusts. The fund will be used to award monetary grants to Lexington based organizations in the fields of arts and conservation.

### **SUGGESTED MOTION:**

To accept the terms of the Williams Family Fund, which will be managed by the Trustees of Public Trusts.

Move to approve the consent.

### **FOLLOW-UP:**

Select Board Office

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

8/8/2022

### **ATTACHMENTS:**

Description	Type
□ Williams Family Fund Terms	Backup Material

Mr. Alan Fields

Chairman

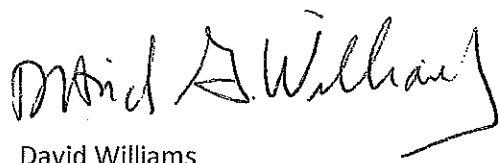
Town of Lexington, MA

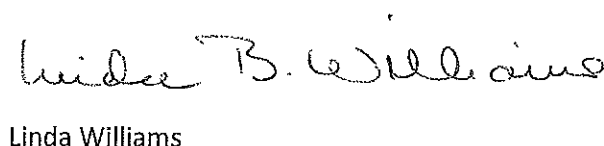
Trustees of Public Trusts

Susan McClements

This letter is to set the terms of the Williams Family Fund.

1. The Trustees will hold and invest the fund as part of the Endowment fund administered by the trustees for the benefit of the town of Lexington
2. The Trustees, each year, shall transfer 20% of the income and all capital gains to principle
3. By signing this letter, we acknowledge that any contributions to the Williams Family Fund are irrevocable and any changes to the terms of the fund must be approved by the Trustees of Public Trusts and/or the select board of Lexington or their successors.
4. Periodically, but not necessarily every year, the Trustees will award monetary grants to Lexington based organizations. Examples might include: Citizens for Lexington Conservation, Lincoln Park Nature Area, Chiesa Farm Trust, Lexington Symphony, and the Monroe Center for the Arts.
5. The Trustees will allow input from David & Linda Williams, their children, Kimberly Zanin, Todd Williams and Trevor Williams as long as they are willing and able to offer input. If members of the family noted are not interested or available, The Trustees of Public Trust members will have the income from the fund to use for organizations noted as they see appropriate.

  
David Williams

  
Linda Williams

6/22/2022

# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Approve Request for Deferral of Water and Sewer Payment

### **PRESENTER:**

Doug Lucente, Select Board Vice-Chair

### **ITEM NUMBER:**

C.2

### **SUMMARY:**

The resident of 21 Leonard Road has submitted an application for deferral of the water and sewer payments. Real Estate deferral was granted by the Board of Assessors on May 10, 2022 for FY2022.

### **SUGGESTED MOTION:**

To approve the deferral of FY2022 water and sewer payments for 21 Leonard Road.

Move to approve the consent.

### **FOLLOW-UP:**

Treasurer's Office

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

8/8/2022

### **ATTACHMENTS:**

Description	Type
☐ Application for deferral of water and sewer payment - 21 Leonard Road	Backup Material

TOWN OF LEXINGTON

APPLICATION FOR DEFERRAL OF WATER and/or SEWER PAYMENT

(M.G.L. Chapter 83; SECT. 16G & Chapter 40; SECT. 42J)

Only those individuals deferring some or all of their real estate taxes for the current fiscal year are eligible for this deferral.

Deferral type requested: Water ☐ Sewer ☐ Both ☒

Name(s) of Record Owner ~~Name~~ Cynthia Turner  
Name of Applicant

Location of Real Estate upon which Water/Sewer Deferral is claimed  
21 Leonard Road, Lexington, MA 02420

Has a Real Estate Tax Deferral application been filed for this property for the current fiscal year? FY2022 - Approved

Yes ☒ No ☐

Date filed March 17, 2022

(Plan to refile annually)

SUBSCRIBED THIS 5th Day of July, 2022 UNDER PENALTIES OF PERJURY

Accepted Deferral in FY2022

SIGNATURE (APPLICANT) Cynthia Turner

MAILING ADDRESS 21 Leonard Road, Lexington, MA

THIS SPACE FOR ASSESSORS' RECORD ONLY

Property Location 21 Leonard Rd Parcel ID 46/9

Date Real Estate Deferral Granted 5/10/22 For Fiscal Year 2022

Pursuant to M.G.L. Ch. 83 Sect. 16G and Chapter 40 Sect. 42J this application for deferral of water and/or sewer charges is GRANTED \_\_\_\_\_ DENIED \_\_\_\_\_

Select Board

Date \_\_\_\_\_, 20\_\_\_\_

# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Approve Select Board Meeting Minutes

### **PRESENTER:**

Doug Lucente, Select Board Vice-Chair

### **ITEM NUMBER:**

C.3

### **SUMMARY:**

The Select Board is being asked to approve the July 18, 2022 Select Board meeting minutes.

### **SUGGESTED MOTION:**

To approve and release the Select Board meeting minutes of July 18, 2022.

Move to approve the consent.


### **FOLLOW-UP:**

Select Board Office

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

8/8/2022

### **ATTACHMENTS:**

Description	Type
 DRAFT 07182022 Select Board	Backup Material



SELECT BOARD MEETING  
July 18, 2022

A remote participation meeting of the Lexington Select Board was called to order at 6:01 p.m. on Monday, July 18, 2022 via hybrid meeting services. Ms. Hai, Chair; Mr. Lucente; Vice Chair, Mr. Pato, Ms. Barry, and Mr. Sandeen were present, as well as Mr. Malloy, Town Manager; Ms. Axtell, Deputy Town Manager; and Ms. Katzenback, Executive Assistant.

Ms. Hai stated that the meeting was being conducted via Zoom as posted, with the agenda on the Town's website.

**PUBLIC COMMENTS**

Robert Pressman, 22 Locust Avenue, requested that the next Chief Equity Officer be a member of the senior management team.

**SELECT BOARD MEMBER CONCERNS & LIAISON REPORTS**

**1. Select Board Member Concerns & Liaison Reports**

Ms. Hai noted that the Board would like to be kept apprised of any progress toward Ms. Duffield's replacement. She also noted that Mr. Lucente and Mr. Sandeen are conducting interviews for the Select Board appointee to the School Building Committee relative to the High School project.

Ms. Hai stated that Senator Friedman made an earmark for the Town for \$1.75M in transportation improvements, as well as funding for the expansion of the Blue Bike program.

Mr. Pato noted that the Tree Committee is looking to bring a warrant article to the next Town Meeting.

**DOCUMENTS:** Select Board Concerns and Liaison Reports - July 18, 2022

**TOWN MANAGER REPORT**

Mr. Malloy stated that the HDC approved a Certificate of Appropriateness to move the Hosmer House from its current location to a location on Waltham Street. The proponent will still need to go before the Zoning Board of Appeals and the Planning Board. He also noted that the Massachusetts Avenue project regarding utilities switching poles is underway and he will continue to keep on top of the progress.

**CONSENT AGENDA**

**1. Select Board Committee Resignation**

To accept the resignations of Dan Koretz, Stu Smith, Joe Campbell, and Vicki Blier from the Noise Advisory Committee effective immediately.

**DOCUMENTS:** Resignation Letter - M. Talal

**VOTE:** Upon a motion duly made and seconded, by roll call, the Select Board voted 5-0 to approve the Consent Agenda.

**ITEMS FOR INDIVIDUAL CONSIDERATION**

**1. 2022 Primary and State Elections - Vote and Sign Warrant for Primary Election and Early Voting Location and Hours for Primary and State Elections**

VOTE: Upon a motion duly made and seconded, by roll call, the Select Board voted 5-0 to approve and sign the September 6, 2022 State Primary Election Warrant.

Further, to approve the designation of the Cary Memorial Building as Lexington's early voting location for the September 2022 Primary Election for the following dates and times:

- Saturday, August 27, 2022 9:00 AM TO 5:00 PM
- Monday, August. 29, 2022 8:30 AM TO 4:30 PM
- Tuesday, August 30, 2022 8:30 AM TO 7:00 PM
- Wednesday, August 31, 2022 8:30 AM TO 4:30 PM
- Thursday September 1, 2022 8:30 AM TO 4:30 PM
- Friday, September 2, 2022 8:30 AM TO 1:00 PM

Further, to approve the designation of the Cary Memorial Building as Lexington's early voting location for the November 2022 State Election for the following dates and times:

- Saturday, October 22, 2022 9:00 AM TO 5:00 PM
- Monday, October 24, 2022 9:00 AM TO 1:00 PM
- Tuesday, October 25, 2022 9:00 AM TO 6:00 PM
- Wednesday, October 26, 2022 9:00 AM TO 1:00 PM
- Thursday, October 27, 2022 9:00 AM TO 1:00 PM
- Friday, October 28, 2022 9:00 AM TO 1:00 PM
- Saturday, October 29, 2022 9:00 AM TO 5:00 PM
- Monday, October 31, 2022 8:30 AM TO 4:30 PM
- Tuesday, November 1, 2022 8:30 AM TO 7:00 PM
- Wednesday, November 2, 2022 8:30 AM TO 4:30 PM
- Thursday, November 3, 2022 8:30 AM TO 4:30 PM
- Friday, November 4, 2022 8:30 AM TO 1:00 PM

**DOCUMENTS:** 2022-09-06 Primary Warrant, TownClerkRequestlettertoSelectBoard-EarlyVoting

## **2. Appointment of Election Officers for 2022-2023**

*Mr. Pato and Ms. Barry recused themselves from this item.*

VOTE: Upon a motion duly made and seconded, by roll call, the Select Board voted 3-0 to approve the list of election officers for the period of September 1, 2022 through August 31, 2023 as recommended by the Town Clerk and Registrars of Voters as presented in the memo dated June 14, 2022.

**DOCUMENTS:** Memo – appointment of Election Officer Candidates 2022-2023

## **3. Vote to Authorize Town Manager to Execute Regulatory Agreement for Low Income Units for Waterstone at Lexington, 53-55 Watertown Street**

Ms. Hai explained that the agreements are between the Town, the State Department of Housing and Community Development (DHCD) and Lexington Senior Housing Owner LLC. DHCD has reviewed and approved the agreements, as has Liz Rust, Regional Housing Services Officer.

Mr. Sandeen noted that he hopes this can be made a priority, as he has received requests from many residents regarding interest in the low-income units. Ms. Hai asked that information on this item be added to the Town website.

VOTE: Upon a motion duly made and seconded, by roll call, the Select Board voted 5-0 to approve the regulatory agreement between the Town of Lexington, Department of Housing and Community

Development and Lexington Senior Housing Owner LLC as attached and further to authorize the Town Manager to execute the regulatory agreement.

**DOCUMENTS:** Regulatory Agreement

**4. Review Vision Zero Traffic Safety Plan**

Assistant Planning Director, Sheila Page, introduced Environmental Partners: Margot Schoenfelder, Project Manager and Jim Fitzgerald, Director of Transportation.

Ms. Schoenfelder explained that Vision Zero is a strategy to eliminate all traffic fatalities and severe injuries but doing so in a manner that also promotes safe, healthy, and equitable mobility for all users. Vision Zero proposes that traffic injuries and deaths can be prevented by taking a proactive approach that prioritizes traffic safety as a public issue. Designers and policymakers should improve infrastructure and policies to lessen the severity of any crashes that do occur. A multidisciplinary approach in which engineers, planners and policymakers work together, is necessary to achieve these goals. The Safe Streets and Roads for All program was established under the Bipartisan Infrastructure Law and it's being administered through the US DOT at the federal level. It supports initiatives that are made at the local and regional level, but not at the State level, to prevent fatalities and serious injuries. It runs through fiscal years 2022 to 2026, with \$1B being allocated each of those five years. The goal of developing the Town's Vision Zero plan now is to allow the Town to apply for grant to fund a top priority project that aligns with the action plan.

Ms. Schoenfelder reviewed a preliminary list of strategies that have been identified, including infrastructure changes, intersection improvements at critical locations, potential corridors that could be used to implement a road diet to expand bike/ped infrastructure, and establishing a bike network for those that aren't comfortable traveling on high-speed roadways. She explained that the action plan will be finalized next month, the Board's approval will be sought at the end of August, and the deadline for applying to the grant is September 15, 2022.

Ross Morrow, Assistant Town Engineer, noted that data from the past two years has not been included in this Plan, but it will be updated if the project is approved and funded for the first year.

Mr. Sandeen noted that many communities that have adopted Vision Zero, have had their traffic death rates have increase. There are, however, notable success stories. Hoboken, New Jersey, for example, has four years without any traffic fatalities. His recommendation is to spend time talking to communities that have had successes and communities that have had failures.

In response to a question from Mr. Sandeen, Ms. Page explained that this Plan will essentially feed into the Bike/Pedestrian Plan. This document focuses on what exists now, whereas the Bike Pedestrian Plan will focus on what currently exists and where the Town wants to go. Mr. Sandeen asked that the Plan focus on improving the perception of safety, as much as safety itself.

Mr. Pressman, 22 Locust Avenue, asked if this Plan would address the following issues: along Marrett Road persons jogging in the narrow bike lane towards traffic approaching at 40 miles an hour, and trees entirely leafing out a sign warning of an upcoming crosswalk Also, when turning right from Mass Ave onto Miriam Street, shrubbery that entirely blocks vision of bike riders in the bike trail. Mr. Morrow explained that Marrett Road is a State highway and, thus, the State is in charge of its maintenance. Part of the Vision Zero Plan does have an element of education as to how travelers should behave. Trimming around the signs could be part of regular Town maintenance.

**DOCUMENTS:** Vision Zero Traffic Safety Plan update presentation

## **5. Update on Bedford Street/Hartwell Avenue 25% Design**

Mr. Morrow explained that the survey work and existing conditions plan have been completed. The consultant, VHB, has been working with that plan to design corridors and different alternatives for the roadways themselves. A business stakeholders meeting was held to get input from local businesses along the corridors to see which direction they thought the project should go. A traffic analysis showed that the weighted full build out would add 3,000 extra trips per day. The roadway network started to fail, even with the proposed improvements, at approximately 60% of that build out. All of the alternatives looked at pedestrian and bicycle mobility. One of the major issues is that as the percentage of the development increased, backups onto 95 also increased.

Mr. Morrow explained that the current scope for the consultant looks at the southbound offramps only. A roundabout or traffic signal design helped slightly, but not enough. Thus, one of the options being considered is a full interchange study, including the northbound ramps. This is currently being considered by MA DOT. As another option, VHB is asking if the Town has any interest in allowing for residential uses in the Hartwell and Bedford Street corridor. Another option includes allowing multifamily housing on Hartwell. If 40% of the buildout were to be residential, the volumes could work on the current design alternatives. Other options include unbundling parking, as paying for parking is often a motivator for people to find alternative transportation. Finally, creating an alternate offering from the highway could be great for the traffic network but has a number of cons as well.

Mr. Pato stated that he believes multifamily housing should be allowed, although the 40% recommendation may be too high. He is skeptical regarding charging for parking in this area which is not readily serviced by Mass Transit. He would like to further explore the option to create an alternative route from the highway.

Ms. Barry agreed with Mr. Pato regarding multifamily housing at Hartwell and charging for parking. She stated that she is also interested in hearing more about an alternative highway ramp project. She suggested looking into this option with MIT Lincoln Labs.

In response to a question from Mr. Sandeen regarding the Transportation Management Plan, Mr. Morrow confirmed they are working with the Town of Bedford.

Mr. Sandeen agreed with his colleagues regarding the multifamily housing and charging for parking items. He suggested that the value of free parking be provided as an incentive or a payment to people who take public transportation, ride their bikes, or walk.

Mr. Lucente agreed that he agrees there some multifamily housing should be allowed but does not believe 40% should be a target. He is not in favor of charging for parking but is interested in exploring the alternative ramp option.

Ms. Hai stated that she believes multiuse zoning should be considered in many places around Town as a functional matter. There needs to be a balance between traffic reduction and the viability to make a vibrant community center. In terms of charging for parking, she stated that aggressive transportation demand management requires robust alternative transportation options. She does not see this occurring in this area. She is interested in the alternative ramp concept. It was noted that the Board would like this information to be brought to the EDAC for their input.

In response to a question from Mr. Sandeen, Ms. Page stated that the Town needs to advocate for buses and public transportation to be increased in Town.

Bridger McGaw, Precinct 6 Town Meeting Member and Economic Development Advisory Committee member, stated that he is supportive of mixed-use housing in this corridor. He explained that he would like for the Town to consider where workers will be coming from and how they want to commute into the future.

**DOCUMENTS:** Memo to Select Board, 25% Design Presentation

**6. Discuss Updates to Town of Lexington Application for Board or Committee Membership**

Ms. Hai explained that Ms. Duffield suggested a series of self-identification questions be included on the application, in order to further the Town's ability to continue tracking its progress against the goal of increasing the diversity of representation among appointed residents.

Ms. Barry asked who will have access to this information when submitted. She expressed that these types of questions should not be tied to the committee application process. Mr. Malloy stated that this information would be used internally and reported back to the Board in total terms only.

Mr. Lucente stated that he believes seeking the proposed self-identifying information in a committee application may make some applicants uncomfortable. He suggested an annual survey of boards and committees for such information. Mr. Malloy affirmed that an annual survey could be performed.

Mr. Pato stated that, as long as this is purely voluntary, that the information will be used for statistical analysis, and that any reports from the Equity Officer only contain aggregated information, he would support going forward with this on an annual Request for Information basis.

The Board agreed to table this item to a later review once a new Chief Equity Officer is hired and has had an opportunity to come up to speed.

**DOCUMENTS:** Potential Equal Opportunity and Diversification Questions for Board/Committee Application

**7. Review and Approve Participatory Budgeting**

Sean Dugan, Public Information Officer, explained that participatory budgeting is a democratic process in which there's a set amount of money put aside for the community to directly decide how those funds are spent. In Lexington, \$500,000, of American Rescue Plan Act (ARPA) funds are available for this process. There are certain criteria that must be met, such as a project that benefits the public, a one-time expenditure of \$500,000 or less, a capital project, the project cannot require the Town to hire additional staff to implement, and it has to be implemented by the Town on Town property. For six weeks, the community will be able to submit project ideas. In September and October staff will review the proposed ideas, and the public will be able to vote in November.

Mr. Lucente suggested a short YouTube video to explain the process to the public. Also, postcards could be handed to those doing early voting.

The Board asked Mr. Malloy to verify if the software can ensure that only one vote per eligible voter can be submitted. Additionally, they Mr. Malloy to check that the software can accept multiple eligible votes from one IP (Internet Protocol) address.

**DOCUMENTS:** Presentation - Participatory Budgeting

## **8. Update on Stone Building Re-Use Recommendations**

Mr. Malloy reviewed his recommendations for action regarding the Stone Building. He explained that the Stone Building Feasibility and Reuse Committee Report issued in May provided a recommendation that the building be renovated to provide space for one or more of the following items: an intercultural center, a Racial Social Environmental Justice Center, history museum, 21st century Lyceum, and/or branch library. The Board of Trustees has already agreed that they are not interested in a branch library at this point in time. There is a question as to whether the building will be managed as a Town function, or whether it would be leased to a nonprofit or other entity that would manage the building. There is also a question as to who needs to be responsible to oversee the renovation, preservation, and management of the building, and coordinate the request for proposal process. There was a recommendation that a coordinator be hired to move the project forward and lead the efforts as described.

Mr. Malloy explained that any work on the building would require the Town to follow all public procurement and bidding requirements. Next week, Mike Cronin will sit with Marilyn Fenollosa, Community Preservation Committee (CPC) Chair, to discuss the potential of CPA funding for this project. The Town would likely seek funding for the design work at the 2023 Town Meeting. The Town would then pursue construction costs for capital improvements at the 2024 Town Meeting. This would likely include constructing an interior fire escape and accessible bathrooms, all in a space in the back of the building. It is hoped that an opening would occur sometime in 2025. He recommended that the Town seek an external entity to operate the facility/use selected and use an RFP to rate proposed uses.

Jeff Howry, 5 Bennett Avenue, stated that the Stone Building Feasibility and Reuse Committee recommended partnering with a nonprofit that would take over, not only the rendering of the building, but the actual contracting and oversight of the whole renovation process.

Mr. Pato expressed concern regarding the role of a coordinator for this project. He also noted that the Stone Building Feasibility and Reuse Committee clearly recommended a use of this building as a 21st century Lyceum, as the umbrella direction for the future. The building would fulfill that role, no matter what the other elements were.

Mr. Lucente expressed concern that there is not yet a champion for this project.

Mr. Malloy noted that his intention is to do a lot of public relations work to find the right party to become involved with the project.

Mr. Sandeen stated that he would like to see someone champion the idea of the space including a 21st century Lyceum, Racial and Social Environmental Justice Center, intercultural center, and history museum, as these all seem highly interrelated and supportive of each other.

Cristina Burwell, 6 Albemarle Avenue, explained that the Monroe Center for the Arts has the ability to have a lot more space for rental income. The rent revenues, along with fundraising, helps keep the management and the maintenance of the building feasible. This may be a more difficult issue when exploring a nonprofit and a smaller space at the Stone Building.

Dawn McKenna, 9 Hancock Street and Chair of the Tourism Committee, agreed with the comments about finding a champion and the interplay of this project with tourism.

Mr. Pressman, 22 Locust Avenue, asked if there will be funding expended on the design of this project, prior to knowing whether there is a nonprofit, or other entity, willing to undertake the project and see to its funding. Mr. Malloy explained that during the initial design period, an end user would be sought, who would hopefully be selected before the end of the design work, so that any specific needs they had would

be incorporated in the final design. This would occur prior to going back to Town Meeting to seek construction funding.

Paul Smyke, 633 Massachusetts Avenue, explained that the Committee felt a very close link between the history of the building, and the very real contemporary issues that the country is facing right now. The proposal is to give a rebirth to this building and connect it to history and to the present in a way that very few other structures in the Town of Lexington can currently do.

Ms. Hai agreed with meeting with CPC on this item. She feels the building needs to be brought up to code and modernized, while also deciding what the end use will be and who will champion the project.

**DOCUMENTS:** Memo on Stone Building, Stone Building Final Report

## **9. Discussion Regarding Select Board In-Person Meeting Participation and Location**

Ms. Hai stated that she would like each of the Board Members to submit their written comment to the Select Board office for Ms. Katzenback culminate feedback on member needs and provisions to be willing to participate in meetings in person.

## **ADJOURN**

Upon a motion duly made and seconded, by roll call, the Select Board voted 5-0 to adjourn the meeting at 8:57 p.m.

A true record; Attest:  
Kristan Patenaude  
Recording Secretary

# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Select Board Committee Resignation

### **PRESENTER:**

Doug Lucente, Select Board Vice-Chair

### **ITEM NUMBER:**

C.4

### **SUMMARY:**

The Select Board is being asked to accept the resignation of Sara Arnold from the Transportation Advisory Committee effective immediately.

On behalf of the Town of Lexington, the Select Board Members would like to extend their many thanks to Ms. Arnold for her time and service to the community.

### **SUGGESTED MOTION:**

To accept the resignation of Sara Arnold from the Transportation Advisory Committee effective immediately.

Move to approve the consent.

### **FOLLOW-UP:**

Select Board Office

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

8/8/2022

### **ATTACHMENTS:**

Description	Type
 Resignation Letter - S. Arnold	Backup Material



## Stacey Prizio

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**From:** Select Board  
**Sent:** Friday, July 29, 2022 12:20 PM  
**To:** Stacey Prizio  
**Subject:** FW: Resignation from the Transportation Advisory Committee

**From:** [REDACTED]  
**Sent:** Friday, July 29, 2022 10:33 AM  
**To:** Select Board <selectboard@lexingtonma.gov>  
**Cc:** [REDACTED] Susan Barrett <sbarrett@lexingtonma.gov>  
**Subject:** Resignation from the Transportation Advisory Committee

**USE CAUTION:** This email came from outside the Town of Lexington. **Do not** click links, open attachments or respond to the email **unless** you recognize the sender, you are expecting the communication and you know the content is safe.

I am writing to inform you that I am resigning from the Transportation Advisory Committee effective immediately.

I have served on the committee for close to 35 years. Prior to that, I worked for the Town as the first Transportation Coordinator/Manager, getting Lexpress started in the late 1970s. Transportation is a critical part of a community's infrastructure, particularly for those who do not drive. It is my hope that Lexington continues to demonstrate its commitment to that segment of our population while recognizing the role that public transit plays in creating an inclusive community and in its increasing importance addressing climate change.

I thank the Select Board for entrusting me to represent the Town in advocating for public transportation for so many years.

Sara Arnold

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

# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Water and Sewer Adjustments

### **PRESENTER:**

Doug Lucente, Select Board Vice-Chair

### **ITEM NUMBER:**

C.5

### **SUMMARY:**

Water & Sewer Adjustments as recommended by WSAB 7/14/22 (\$13,379.70)

Water & Sewer Adjustments as recommended by WSAB 5/5/22 (\$2,797.18)

### **SUGGESTED MOTION:**

To approve the above Water & Sewer Adjustments as recommended by WSAB on May 5, 2022 and July 14, 2022.

Move to approve the consent.

### **FOLLOW-UP:**

Treasurer/Collector

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

8/8/2022

### **ATTACHMENTS:**

Description	Type
❏ W-S Adj 8-8-22	Cover Memo



FY 2023  
ADJUSTMENTS TO WATER/ SEWER  
AS RECOMMENDED BY THE WATER AND SEWER ABATEMENT BOARD

WSAB JULY 14, 2022 SELECT BOARD AUGUST 8, 2022

ACCOUNT	NBR	STREET	WATER	SEWER	TOTAL	BILL	YEAR	NOTES
0300693200	54	ASBURY STREET	\$ (24.24)	\$ (95.72)	\$ (119.96)	1041083	2022	TOILET LEAK
0300823300	28	ROBINSON ROAD	\$ (294.15)	\$ (958.15)	\$ (1,252.30)	1042786	2022	TOILET LEAK
0300898200	67	BASKIN ROAD	\$ (891.48)	\$ (2,883.16)	\$ (3,774.64)	1043817	2022	TOILET LEAK
0300641900	7	ROLLING LANE	\$ (664.98)	\$ (2,098.52)	\$ (2,763.50)	1040368	2022	TOILET LEAK
0300675000	26	PATTERSON ROAD	\$ (439.38)	\$ (1,381.52)	\$ (1,820.90)	1040832	2022	TOILET LEAK
0300880100	668	MARRETT ROAD	\$ (13.20)	\$ (53.05)	\$ (66.25)	1043554	2022	TOILET LEAK
0300743800	24	GARFIELD STREET	\$ (134.73)	\$ (438.41)	\$ (573.14)	1041764	2022	BATHTUB LEAK
0300919400	59	VALLEYFIELD STREET	\$ (174.56)	\$ (530.03)	\$ (704.59)	1044101	2022	WATER HEATER LEAK
0100046200	12	CURVE STREET	NA	NA	NA	1030748	2022	INTEREST ONLY
0200602602	10	WESTWOOD ROAD	\$ (2,304.42)	\$ -	\$ (2,304.42)	1023982	2022	IRRIGATION LEAK
			\$ (4,941.14)	\$ (8,438.56)	\$ (13,379.70)			

It is the recommendation of the Water and Sewer Abatement Board that the Town Collector be authorized to waive interest that has accrued on the bills included herein, unless stated here otherwise, from the due date of the bill until 30 calendar days after the date of written notification to applicant of the Selectmen's action.

THE SUM SET AGAINST THE ABOVE ACCOUNTS IS HEREBY ADJUSTED.

WATER      SEWER      TOTAL  
\$ (4,941.14)    \$ (8,438.56)    \$ (13,379.70)

 8-1-22

DIRECTOR OF PUBLIC WORKS

SELECT BOARD

8/8/2022



FY 2022  
ADJUSTMENTS TO WATER/ SEWER  
AS RECOMMENDED BY THE WATER AND SEWER ABATEMENT BOARD  
WSAB MAY 5, 2022 SELECT BOARD AUGUST 8, 2022

ACCOUNT	NBR	STREET	WATER	SEWER	TOTAL	BILL	YEAR	NOTES
0100189100	20	INDEPENDENCE AVE	\$ (130.74)	\$ (397.60)	\$ (528.34)	1032768	2022	TOILET LEAK
0100111800	5	BRYANT ROAD	\$ (417.70)	\$ (1,312.93)	\$ (1,730.63)	1031683	2022	TOILET LEAK
0100052602	34	INGLESIDE ROAD	\$ (460.60)	\$ -	\$ (460.60)	1030826	2022	MTR REPL ERROR
0300656902	9	BATTLE GREEN ROAD	\$ (77.61)	\$ -	\$ (77.61)	1025294	2022	IRR LEAK
			\$ (1,086.65)	\$ (1,710.53)	\$ (2,797.18)			

It is the recommendation of the Water and Sewer Abatement Board that the Town Collector be authorized to waive interest that has accrued on the bills included herein, unless stated here otherwise, from the due date of the bill until 30 calendar days after the date of written notification to applicant of the Selectmen's action.

THE SUM SET AGAINST THE ABOVE ACCOUNTS IS HEREBY ADJUSTED.

WATER	SEWER	TOTAL
\$ (1,086.65)	\$ (1,710.53)	\$ (2,797.18)

 8-1-22

DIRECTOR OF PUBLIC WORKS

SELECT BOARD 8/8/2022

# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Liquor License - Change of Manager - Bertucci's Restaurants, LLC d/b/a Bertucci's, 1777 Massachusetts Avenue

### **PRESENTER:**

Doug Lucente, Select Board Vice-Chair

### **ITEM NUMBER:**

I.1

### **SUMMARY:**

Bertucci's Restaurants, LLC d/b/a Bertucci's has submitted all the necessary paperwork requesting approval for a Change of Manager on their All-Alcohol Common Victualler Liquor License.

The proposed manager, Randy Melnick, submitted a current Alcohol Awareness Training Certificate. The required CORI check has been completed.

### **SUGGESTED MOTION:**

Motion to approve Bertucci's Restaurants, LLC d/b/a Bertucci's application for a Change of Manager naming Randy Melnick as Manager and upon ABCC approval, issue an updated Liquor License to Bertucci's Restaurants, LLC d/b/a Bertucci's, located at 1777 Massachusetts Avenue reflecting the change of manager.

### **FOLLOW-UP:**

Select Board Office

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

8/8/2022

6:10pm

### **ATTACHMENTS:**

Description	Type
<input type="checkbox"/> Bertuccis liquor license change of manager application	Backup Material





*The Commonwealth of Massachusetts*  
*Alcoholic Beverages Control Commission*  
*239 Causeway Street Boston, MA 02114*  
*[www.mass.gov/abcc](http://www.mass.gov/abcc)*

**RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION  
MONETARY TRANSMITTAL FORM**

**AMENDMENT-Change of Manager**

**APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL  
LICENSING AUTHORITY.**

**ECRT CODE: RETA**

**Please make \$200.00 payment here: <https://www.mass.gov/epay-for-online-payments-abcc>**

**PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL**

**EPAY CONFIRMATION NUMBER**

See attached

**A.B.C.C. LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)**

04641-RS-0612

**ENTITY/ LICENSEE NAME**

Bertucci's Restaurants, LLC

**ADDRESS**

1777 Massachusetts Ave

**CITY/TOWN**

Lexington

**STATE**

MA

**ZIP CODE**

02420

**For the following transactions (Check all that apply):**

- |  |   |   |   |
|--|---|---|---|
| <input type="checkbox"/> New License                                   | <input type="checkbox"/> Change of Location   | <input type="checkbox"/> Change of Class (i.e. Annual / Seasonal)         | <input type="checkbox"/> Change Corporate Structure (i.e. Corp / LLC) |
| <input type="checkbox"/> Transfer of License                           | <input type="checkbox"/> Alteration of Licensed Premises  | <input type="checkbox"/> Change of License Type (i.e. club / restaurant)  | <input type="checkbox"/> Pledge of Collateral (i.e. License/Stock)    |
| <input checked="" type="checkbox"/> Change of Manager                  | <input type="checkbox"/> Change Corporate Name  | <input type="checkbox"/> Change of Category (i.e. All Alcohol/Wine, Malt) | <input type="checkbox"/> Management/Operating Agreement               |
| <input type="checkbox"/> Change of Officers/<br>Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest<br>(LLC Members/ LLP Partners,<br>Trustees) | <input type="checkbox"/> Issuance/Transfer of Stock/New Stockholder       | <input type="checkbox"/> Change of Hours                              |
|  | <input type="checkbox"/> Other  |   | <input type="checkbox"/> Change of DBA                                |

**THE LOCAL LICENSING AUTHORITY MUST MAIL THIS  
TRANSMITTAL FORM ALONG WITH  
COMPLETED APPLICATION, AND SUPPORTING DOCUMENTS TO:**

**ALCOHOLIC BEVERAGES CONTROL COMMISSION  
239 CAUSEWAY STREET  
BOSTON, MA 02241-3396**



*The Commonwealth of Massachusetts*  
*Alcoholic Beverages Control Commission*  
239 Causeway Street, Boston, MA 02114  
[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
Bertucci's Restaurants, LLC	Lexington	04641-RS-0612

**2. APPLICATION CONTACT**

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

Name	Title	Email	Phone
Chrissy Wills	Operations & Licensing Co	licensing@bertuccis.com	508-351-2562

**3A. MANAGER INFORMATION**

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

Proposed Manager Name	Randy Melnick	Date of Birth		SSN	
Residential Address	35 hartwell st				
Email			Phone		
Please indicate how many hours per week you intend to be on the licensed premises		50 plus	Last-Approved License Manager		James Ross

**B. CITIZENSHIP/BACKGROUND INFORMATION**

Are you a U.S. Citizen?\*

☒ Yes ☐ No \*Manager must be U.S. citizen

If yes, attach one of the following as proof of citizenship US Passport, Voter's Certificate, Birth Certificate or Naturalization Papers.  
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
9/13/1992	present	Manager	Bertuccis	Mike Emery

**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

7/22/2022



## APPLICANT'S STATEMENT

I, Brian Connell the: ☐ sole proprietor; ☐ partner; ☐ corporate principal; ☒ LLC/LLP manager  
Authorized Signatory  
of Bertucci's Restaurants, LLC  
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:

[Signature]

Date:

7/22/22

Title:

Sr VP & CFO

### CORPORATE VOTE

The Board of Directors or LLC Managers of

Bertucci's Restaurants, LLC

Entity Name

duly voted to apply to the Licensing Authority of

Lexington

City/Town

and the

Commonwealth of Massachusetts Alcoholic Beverages Control Commission on

May 6, 2022

Date of Meeting

For the following transactions (Check all that apply):

☒ Change of Manager

☐ Other

"VOTED: To authorize

Brian Connell

Name of Person

to sign the application submitted and to execute on the Entity's behalf, any necessary papers and do all things required to have the application granted."

"VOTED: To appoint

Randy Melnick

Name of Liquor License Manager

as its manager of record, and hereby grant him or her with full authority and control of the premises described in the license and authority and control of the conduct of all business therein as the licensee itself could in any way have and exercise if it were a natural person residing in the Commonwealth of Massachusetts."

A true copy attest,

\_\_\_\_\_  
Corporate Officer /LLC Manager Signature

For Corporations ONLY

A true copy attest,

\_\_\_\_\_  
Corporation Clerk's Signature

# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Liquor License - Change of Manager - Lexington Lodge #2204 B.P.O.E. of U.S.A., Inc., 959 Waltham Street

### **PRESENTER:**

Doug Lucente, Select Board Vice-Chair

### **ITEM NUMBER:**

I.2

### **SUMMARY:**

Lexington Lodge #2204 B.P.O.E. of U.S.A., Inc., has submitted all the necessary paperwork requesting approval for a Change of Manager on their All-Alcohol Club Liquor License.

The proposed manager, Audrey Martignetti, submitted a current Alcohol Awareness Training Certificate. The required CORI check has been completed.

### **SUGGESTED MOTION:**

Motion to approve Lexington Lodge #2204 B.P.O.E. of U.S.A., Inc.'s, application for a Change of Manager naming Audrey Martignetti as Manager and upon ABCC approval, issue an updated Liquor License to Lexington Lodge #2204 B.P.O.E. of U.S.A., Inc., 959 Waltham Street reflecting the change of manager.

### **FOLLOW-UP:**

Select Board Office

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

8/8/2022

6:15pm

### **ATTACHMENTS:**

Description	Type
<input type="checkbox"/> Elks Liquor License 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)

**RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION  
MONETARY TRANSMITTAL FORM**

**AMENDMENT-Change of Manager**

**APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL  
LICENSING AUTHORITY.**

**ECRT CODE: RETA**

**Please make \$200.00 payment here: ABCC PAYMENT WEBSITE**

**PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL AND INCLUDE THE  
PAYMENT RECEIPT**

**ABCC LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)**

00013-CL-0612

**ENTITY/ LICENSEE NAME**

Lexington Lodge #2204 BPOE

**ADDRESS**

959 Waltham St.

**CITY/TOWN**

Lexington

**STATE**

MA

**ZIP CODE**

02421-8001

**For the following transactions (Check all that apply):**

- |  |   |   |   |
|--|---|---|---|
| <input type="checkbox"/> New License                                   | <input type="checkbox"/> Change of Location   | <input type="checkbox"/> Change of Class (i.e. Annual / Seasonal)         | <input type="checkbox"/> Change Corporate Structure (i.e. Corp / LLC) |
| <input type="checkbox"/> Transfer of License                           | <input type="checkbox"/> Alteration of Licensed Premises  | <input type="checkbox"/> Change of License Type (i.e. club / restaurant)  | <input type="checkbox"/> Pledge of Collateral (i.e. License/Stock)    |
| <input checked="" type="checkbox"/> Change of Manager                  | <input type="checkbox"/> Change Corporate Name  | <input type="checkbox"/> Change of Category (i.e. All Alcohol/Wine, Malt) | <input type="checkbox"/> Management/Operating Agreement               |
| <input type="checkbox"/> Change of Officers/<br>Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest<br>(LLC Members/ LLP Partners,<br>Trustees) | <input type="checkbox"/> Issuance/Transfer of Stock/New Stockholder       | <input type="checkbox"/> Change of Hours                              |
|  |   | <input type="checkbox"/> Other <input type="text"/>                       | <input type="checkbox"/> Change of DBA                                |

**THE LOCAL LICENSING AUTHORITY MUST SUBMIT THIS  
APPLICATION ONCE APPROVED VIA THE ePLACE PORTAL**

**Alcoholic Beverages Control Commission**  
**95 Fourth Street, Suite 3**  
**Chelsea, MA 02150-2358**



**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 BPOE	Lexington	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
Robert Mahoney	Trustee	lexingtonelks@aol.com	617-413-8508

**3A. MANAGER INFORMATION**

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

Proposed Manager Name	Audrey Martignetti	Date of Birth		SSN	
Residential Address	13 Wadsworth Ave, Waltham, MA. 02453				
Email		Phone			
Please indicate how many hours per week you intend to be on the licensed premises	35	Last-Approved License Manager	Gordon Osgood		

**3B. CITIZENSHIP/BACKGROUND INFORMATION**

Are you a U.S. Citizen?\* ☒ Yes ☐ No \*Manager must be U.S. citizen  
If yes, attach one of the following as proof of citizenship US Passport, Voter's Certificate, Birth Certificate or Naturalization Papers.  
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
12/01/2021		Bar Manager	Lexington Lodge #2204 BPOE	Christopher Cavanaugh
12/01/2019	11/30/2021	Bartender	Lexington Lodge #2204 BPOE	George Thompson

**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

*Audrey Martignetti*

Date

7/25/22

## APPLICANT'S STATEMENT

I, Robert F. Mahoney 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:

Robert F. Mahoney

Date:

7-28-22

Title:

Chairman, Board of Trustees

### ENTITY VOTE

The Board of Directors or LLC Managers of

Lexington Lodge #2204 BPOE

Entity Name

duly voted to apply to the Licensing Authority of

Lexington

and the

City/Town

Commonwealth of Massachusetts Alcoholic Beverages Control Commission on

11/29/2021

Date of Meeting

For the following transactions (Check all that apply):

☒ Change of Manager

☐ Other

"VOTED: To authorize

Robert F. Mahoney

Name of Person

to sign the application submitted and to execute on the Entity's behalf, any necessary papers and do all things required to have the application granted."

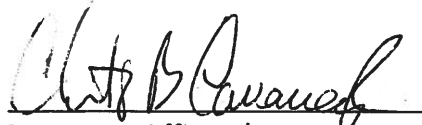
"VOTED: To appoint

Audrey Martignetti

Name of Liquor License Manager

as its manager of record, and hereby grant him or her with full authority and control of the premises described in the license and authority and control of the conduct of all business therein as the licensee itself could in any way have and exercise if it were a natural person residing in the Commonwealth of Massachusetts."

A true copy attest,



Corporate Officer / LLC Manager Signature

Christopher B. Cavanagh  
(Print Name)

For Corporations ONLY

A true copy attest,



Corporation Clerk's Signature

Thomas Murphy  
(Print Name)

# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Battle Green Flag Request - Manheim Township Police Department

### **PRESENTER:**

Officer Mark Shivers, Manheim  
Township Police Department

### **ITEM NUMBER:**

I.3

### **SUMMARY:**

Marc Valenti, DPW Manager of Operations was contacted by Officer Mark Shivers, Manheim Township Police (PA) via email seeking to get permission to fly a flag over our Battle Green. It would essentially be just raised, fly for a minute or two, then lowered or get a retired flag for the purposes of auctioning for the proceeds to support maintenance of Fort Mifflin. All older flags previously flown over the Battle Green already have been properly disposed. Officer Shivers would provide the flag.

The flag would be auctioned via a silent auction along with flags from other prominent historic locations (and ships) around the country and the proceeds would benefit the maintenance of Fort Mifflin (in Philadelphia, PA).

### **SUGGESTED MOTION:**

Move to approve flying a flag over the Battle Green and providing it to Officer Mark Shivers of the Manheim Township Police Department to be donated for a silent auction to provide funding for the maintenance of Fort Mifflin in PA.

### **FOLLOW-UP:**

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

8/8/2022

6:20pm



# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Voluntary Outdoor Water Use Restrictions

### **PRESENTER:**

Dave Pavlik, Superintendent of Water  
and Sewer

### **ITEM NUMBER:**

I.4

### **SUMMARY:**

In order to maintain regulatory water pressure in Town to ensure delivery into homes and businesses and proper fire protection during this high use time frame the Department of Public Works requests that the Select Board institute a voluntary water restriction from August 9, 2022 to October 14, 2022. We urge residents and businesses to refrain from any outdoor water use between the peak demand hours of 5:30am – 8:30am daily. This includes restricting all irrigation and other outdoor landscape/turf watering, washing vehicles, rinsing driveways, filling pools etc. This is an annual request.

### **SUGGESTED MOTION:**

Move to approve a voluntary water restriction on any outdoor water use as recommended by DPW between the hours of 5:30am and 8:30am daily from August 9, 2022 to October 14, 2022.

### **FOLLOW-UP:**

Department of Public Works

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

8/8/2022

6:25pm

## **AGENDA ITEM SUMMARY**

### **LEXINGTON SELECT BOARD MEETING**

#### **AGENDA ITEM TITLE:**

Assignment of Police Officers at Polling Locations

#### **PRESENTER:**

Mary de Alderete, Town Clerk

#### **ITEM NUMBER:**

I.5

#### **SUMMARY:**

Action is requested in response to the changes made to MGL Ch. 54, Sec. 72 which now charges the Select Board, rather than person in charge of the police force (Police Chief), with detailing a sufficient number of police officers or constables for each polling location. The Town Manager, Town Clerk and Town Counsel have reviewed and the Select Board may delegate this requirement back to the Police Chief and that is the recommended action. The motion below has been reviewed by Town Counsel and the act that made the Change is Chapter 92, Section 13 of the Acts of 2022 which reads:

SECTION 13. Said chapter 54 is hereby further amended by striking out section 72, as so appearing, and inserting in place thereof the following section:-

Section 72. The select board, board of selectmen, town council or city council of each city and town, in consultation with its election officers and registrars, shall detail a sufficient number of police officers or constables for each building that contains the polling place for 1 or more precincts at every election therein to preserve order and to protect the election officers and supervisors from any interference with their duties and to aid in enforcing the laws relating to elections.

#### **SUGGESTED MOTION:**

Move to designate the Police Chief, in consultation with the Town Manager and Town Clerk, beginning at the September 6, 2022 State Primary and all future elections, to assign specific police officers according to scheduling and availability, to provide a sufficient number of police officers, but not less than 1, in each polling location at every election therein, to preserve order and to protect the election officers and supervisors from any interference with their duties and to aid in enforcing the laws relating to elections, as required by Section 72 of MGL Chapter 54 as amended by section 13 of Chapter 92 of the Acts of 2022.

#### **FOLLOW-UP:**

**DATE AND APPROXIMATE TIME ON AGENDA:**

8/8/2022

6:35pm

# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Rescheduled Discovery Day Street Fair 2022 Request

### **PRESENTER:**

Eric Michelson, President of  
Lexington Retailers Association

### **ITEM NUMBER:**

I.6

### **SUMMARY:**

The Lexington Retailers Association (LRA) has requested permission from the Select Board to reschedule the Discovery Day Street Fair, as the event in May was canceled due to inclement weather, to be held on Saturday, October 8, 2022 from 10:00am to 3:00pm in the following areas:

- Massachusetts Avenue, from Waltham Street to Meriam Street (both sides); and
- Depot Square; and
- Muzzey Street, from Massachusetts Avenue to the first private driveway; and
- Massachusetts Avenue, north-side sidewalk, from Edison Way to Waltham Street; and
- Visitors Center lawn.

They also request permission from the Select Board for the following:

- Permission to erect a temporary sign on the Minuteman Commuter Bikeway behind 1775 Massachusetts Avenue during the event for publicity purposes.
- Providing free parking at the Central Business District parking meters, and not charge for parking in the Depot Lot on Discovery Day.

Please see the attached letter from the Lexington Retailers Association dated July 7, 2022. A copy of the letter was given to the Town Manager's Office to review the request for the use of Emery Park, the placement of temporary signs for event publicity in Emery Park and the Center Business District, a banner across Massachusetts Avenue, as well as the use of the Visitors Center lawn. With the implementation of the Massachusetts Avenue Banner Policy effective August 2019, the Lexington Retailers Association request for a banner will now be processed through the Town Manager's Office. Also, the Town Manager's Office did state that there is a large event happening on the same day at Hastings Park.

The Police Department, Fire Department, Economic Development Office and Department of Public Works have reviewed the request with no concerns. The Health Department will work with the applicant to provide the appropriate permitting for the food vendors/booths. The applicant shall work with the Engineering Department regarding the Center Streetscape status at the time of the event.

The One-Day Liquor License for the requested Beer Garden will be applied for by the requester at a future date.

Eric Michelson, President of the Lexington Retailers Association, will be in attendance at the meeting to answer any questions the Select Board may have regarding the request(s).

**SUGGESTED MOTION:**

Move to (*approve\* or not approve*) restricting vehicular access in the following areas for the 2022 Discovery Day Street Fair to be held on Saturday, October 8, 2022 from 6:00am to 5:00pm:

- Massachusetts Avenue, from Waltham Street to Meriam Street (both sides); and
- Muzzey Street, from Massachusetts Avenue to the first private driveway; and
- Massachusetts Avenue, north-side sidewalk, from Edison Way to Waltham Street.

Move to (*approve\* or not approve*) permission to erect a temporary sign on the Minuteman Commuter Bikeway behind 1775 Massachusetts Avenue during the event for publicity purposes.

Move to (*approve\* or not approve*) free parking at the Central Business District parking meters, and not charge for parking in the Depot Lot on Discovery Day.

*\*and all approvals and locations are subject to modifications as may be required by Department of Public Works, Public Safety, Public Health, Engineering and/or Town Manager up to the time of the event.*

**FOLLOW-UP:**

Select Board Office

**DATE AND APPROXIMATE TIME ON AGENDA:**

8/8/2022                      6:40pm

**ATTACHMENTS:**

Description	Type
2022 Discovery Day Request - Rescheduled for October 2022	Backup Material

# LEXINGTON RETAILERS ASSOCIATION

1780 Massachusetts Avenue

781 862-1034

July 7, 2022

Select Board, Town of Lexington:

Jill Hai, Chair  
Suzanne Barry  
Douglas Lucente  
Joseph Pato  
Mark Sandeen

Dear Board Members,

The Lexington Retailers Association (LRA) requests permission to reschedule the Discovery Day street fair on parts of Massachusetts Avenue, Depot Square, Muzzey Street and adjacent sidewalks in Lexington Center to Saturday October 8, 2022. As in our prior approved request for spring, the event would be held from 10am – 3pm, with street closures and detours running from 6am – 5pm. In addition we request use of Emery Park and the Visitors Center lawn during the same time period.

We understand that both the Select Board and the Town Manager have permission granting jurisdiction, and we will work closely with town staff to submit all the applicable paperwork. We also understand that the event may be affected by both the Center Streetscapes construction, and any COVID related restrictions that could be in place at the time of the event. We will work with the Economic Development Office and Police, Fire, Public Works, Engineering, Health and Transportation departments to ensure a safe event.

The event area would be:

Massachusetts Avenue, from Waltham Street to Meriam Street;  
Depot Square;  
Muzzey Street, from Massachusetts Avenue to the first private driveway;  
Massachusetts Avenue north-side sidewalk, from Edison Way to Waltham Street;  
Visitors Center lawn.

During the event, the LRA will be placing portable toilet facilities in the event area, and temporarily converting four parking spaces at either end of the event to handicapped parking for the duration of the event. We also want to work with the DPW to provide temporary bike racks for the event.

We will be returning to you for a temporary liquor license for a “Beer Garden”, to be operated by a local business at the Massachusetts Avenue end of Muzzey Street. We will be requesting to serve at this location from 11:30am – 3:30pm.

For the purpose of event publicity we request permission to erect temporary signs at the following locations:

- 1) on Emery Park, starting May 13 and ending at the conclusion of the event;
- 2) in the center business district, but outside of the event area, during the event;
- 3) at the Bike-path, in the area by the crossover behind 1775 Mass Ave, during the event.

We also request permission to:

1. Hang a Discovery Day banner across Mass Ave, in the same location as the “Election Day Today” banner.
2. Provide free parking at the Central Business District parking meters, and not charge for parking in the Depot Lot on Discovery Day.

As disappointed as we were to cancel the spring event, we are excited to reschedule for fall. After talking with the Town Engineering staff, it is possible that the Center Streetscapes project may be substantially completed and that this event could be an excellent opportunity to reintroduce everyone to the improved center. We look forward to working with you to make this a memorable day for everyone.

The enclosed page is designed to address questions you may have about **Discovery Day**.

Sincerely,

Eric Michelson, President  
Lexington Retailers Association

## **Q & A –Discovery Day 2022 - Saturday October 8**

### **Q. What will occur during Discovery Day?**

**A.** Discovery Day is a street fair, sidewalk sale, live entertainment and a way to “discover” the great things that Lexington has to offer.

### **Q. What is the schedule for the event?**

**A.** The following is a tentative schedule:

6 a.m.	Close the main area along Mass Ave. to public vehicular traffic
	Participants begin set-up
10 a.m.	Participants open to public
11:30 a.m.	Beer Garden opens
3 p.m.	Participants close to public
	Participants breakdown and cleanup
3:30 p.m.	Beer Garden closes
5 p.m.	Event area reopened to public vehicular traffic

### **Q. Who will be allowed to participate?**

**A.** Lexington retail and service businesses; Lexington community organizations; and Town of Lexington departments and committees

### **Q. What will occur at the street fair?**

The Participants will be allowed to conduct the following activities:

Businesses - promote their businesses and sell merchandise

Community organizations - promote their organization (fundraise with LRA approval)

Town Departments/Committees – promote their groups (fundraise with LRA approval)

In addition, the LRA will provide family oriented entertainment. This may include, but may not be limited to live music performances and live dancing performances.

### **Q. What is happening in Emery Park?**

Plans are still being made, but most likely an extension of the booth spaces for groups that have child-oriented displays and for other community organizations.

### **Q. What is happening on the Visitor Center Lawn?**

Plans are still being made, but most likely an extension of the child-oriented displays and entertainment

### **Q. What will the charges be to participate?**

**A.** Charges will be assessed to cover the expenses involved in promoting and implementing Discovery Day. Those expenses will include mailings, advertising, entertainment, rental costs, and town services, as examples. Businesses will be charged a set fee to participate. Lexington community organizations will be charged a highly discounted nominal fee, and Town of Lexington departments and committees will be allowed to participate for free.

### **Q. What town services will be required?**

**A.** As in the past, we will work with the Police Department for detail officers required for street closures, detours, and security. In addition, the DPW assists with site set-up, recycling and rubbish bins, trash disposal and site cleanup.



# **AGENDA ITEM SUMMARY**

## **LEXINGTON SELECT BOARD MEETING**

### **AGENDA ITEM TITLE:**

Approve Additional American Rescue Plan Act (ARPA) Funding

### **PRESENTER:**

Jim Malloy, Town Manager

### **ITEM NUMBER:**

I.7

### **SUMMARY:**

Attached please find the updated ARPA requests with the initial preferences of the Select Board. The Board had previously discussed approving those in which at least 3 Select Board members favored. There are a number of requests that have "holds". The Senior Managers that have requests that have been held have been asked to be available should individual Board members have questions they'd like to pose directly, so some of those items may be considered further. Please note that two changes from the original request are the electronic sign boards, the price has increased from \$40,000 in the initial request to \$43,600 which is reflected in the attachments and the second is the Town Clerk request for printing ballots, the Town Clerk has indicated that what was initially presented won't work, so she will continue to review options.

In addition to the attachment noted above, the spreadsheet that includes all ARPA spending, including the items under consideration has also been included.

### **SUGGESTED MOTION:**

Move to approve the ARPA requests for the following items:

Electronic Sign Boards  
Bike Racks for E. Lexington  
Parklet  
Outside Shelter Increase  
Water Fountain Replacement at Center and Lincoln Parks  
Fire Pumper Overage  
Fire Hose  
Basketball Hoops  
250th Website & Promotion  
ATV Ambulance  
(and any others the Board may vote to include)

for the amounts shown on the attached.

**FOLLOW-UP:**

**DATE AND APPROXIMATE TIME ON AGENDA:**

8/8/2022

6:50pm

**ATTACHMENTS:**

Description		Type
<input type="checkbox"/>	ARPA Select Board Preferences	Cover Memo
<input type="checkbox"/>	ARPA Update	Cover Memo

ARPA FUNDING Request List For Consideration from 7/25/22 Meeting

Department	Funding Request	Estimated Cost	Notes	Majority Result	Board Majority detail		other result		JH	JP	SEB	DL
DPW	Two additional electronic sign boards for communications (\$15-\$20K each)	\$ 40,000	Previously removed from consideration	YES	5-Yes				YES	YES	YES	YES
Human Services	Bike Racks for E. Lexington	\$ 7,200	New	YES	5-Yes				YES	YES	YES	YES
Economic Dev/DPW	Parklet – needs to be replaced	\$ 75,000	Center Streetscape - planned for FY23	YES	4-yes		1-hold		YES	YES	YES	HOLD
Recreation	Outside Shelters (Cost Increase)	\$ 75,000	New/Revised Cost	YES	4-yes		1-Hold		YES	YES	YES	YES
Recreation	Water Fountain Replacement (Center & Lincoln)	\$ 20,000	New	YES	4-yes		1-No		YES	YES	YES	YES
Town Clerk	Ballot Printing/Mailing (Off 39)	\$ 12,000	New - Unfunded Mandate from the State	YES	4-yes		1-Hold		YES	YES	YES	HOLD
Fire Department	Fire Pumper Overage	\$ 82,882		YES	4-yes		1-Hold		YES	YES	YES	HOLD
Fire Department	New Hose for Fire Pumper	\$ 18,109		YES	4-yes		1-Hold		YES	YES	YES	HOLD
Recreation	Basketball Hoops (7)	\$ 10,500	New	YES	3-Yes		1-Hold, 1-No		YES	HOLD	YES	YES
250th Committee	Website and Promotion	\$ 40,000	New	YES	3-Yes		1-Hold, 1-No		YES	HOLD	YES	YES
Fire Department	ATV Ambulance	\$ 93,876		YES	3-Yes		1-No, 1-Hold		YES	HOLD	YES	YES

\$ 474,567

Economic Development	Visitor Center/Tourism Study	\$ 75,000	New	HOLD	4-Hold		1-No		HOLD	HOLD	HOLD	HOLD
Recreation	Benches & Storage Shed	\$ 40,000	New	HOLD	4-Hold		1-No		HOLD	HOLD	HOLD	HOLD
Human Services	Blue Bikes	\$ 263,000	New (may be funded by earmark)	HOLD	4-Hold		1-Yes, 1-No		YES	HOLD	HOLD	HOLD
Economic Development	Store Façade Improvement Guidelines	\$ 100,000	New	HOLD	3-Hold		1-Yes, 1-No		HOLD	HOLD	HOLD	YES
Economic Development	East Lexington Bike Path Landscape Improvements	\$ 400,000	New	HOLD	3-Hold		2-yes		HOLD	HOLD	YES	YES
Recreation	Sustainable financial aid efforts	Grant basis - annual	Previously removed from consideration	HOLD	3-Hold		1-Yes, 1-No		HOLD	HOLD	YES	HOLD
Recreation	Replace Carpeting	TBD	New	HOLD	3-Hold		2-No		NO	HOLD	HOLD	HOLD
Human Services	Lexpress Buses	\$ 827,562	New - Fund portion that MADOT does not fund	HOLD	3-Hold		1-Yes, 1-No		YES	HOLD	HOLD	HOLD
Human Services	Uber Gift Cards	\$ 46,000	Fund portion if Mass Development Grant is received	HOLD	3-Hold		2-Yes		HOLD	YES	HOLD	YES
Human Services	Welcome to Lexington Packets	TBD	New	HOLD	3-Hold		2-No		NO	HOLD	HOLD	HOLD
Recreation	Broadband infrastructure to Pool and Old Res, Lincoln Field	\$120,000-\$225,000	High Expense/Operational - Not initially recommended by SMT				2-No, 2-Hold,1-Yes		NO	HOLD	YES	HOLD

ARPA FUNDING Request List For Consideration from 7/25/22 Meeting

Department	Funding Request	Estimated Cost	Notes	Majority Result	Board Majority detail		other result		JH	JP	SEB	DL
IT	Interactive Touch Monitors	\$ 20,000	Parker/Robbins or Hudson				2-No, 2-Hold, 1-Yes		HOLD	YES	HOLD	NO
Town Manager	First Floor Info Screen/Photos	\$ 10,000	Replace 1980's static				2-No, 2-Hold, 1-Yes		YES	HOLD	NO	HOLD
Human Resources	Administrative Assistant	\$ 26,609					2-Yes, 2-No, 1-Hold		HOLD	YES	NO	YES
Recreation	Replace fabric furniture in Community Center	\$ 75,000	New				2-No, 2-Hold, 1-Yes		NO	HOLD	HOLD	YES
250th Committee	Penny Imprint Machine	\$ 7,000	New				2-Yes, 2-No, 1-Hold		HOLD	NO	YES	YES
Fire Deparment	ATV Forestry	\$ 60,562					2-Yes, 2-Hold, 1-NO		YES	HOLD	YES	HOLD
Fire Deparment	Ambulance Replacement	\$ 400,000					2-Yes, 2-No, 1-?			YES	YES	NO
Town Manager	21st Century Select Board Meeting Room	\$ 500,000	Update appearance + technology for hybrid/remote meetings	NO	4-no		1-Hold		NO	HOLD	NO	NO

**Response Legend:**  
YES = In favor to distribute ARPA funds for the project this round  
NO = Not in favor of using ARPA funds for the project  
HOLD = Include in future discussion for possible consideration of using ARPA Funds

ARPA FUNDING Request List For Consideration from 7/25/22 Meeting

MS
YES
YES
YES
HOLD
NO
YES
YES
YES
NO
NO
NO

Include through F only

NO
NO
HOLD
NO
HOLD
NO
NO
NO
HOLD
NO
NO



Department	Funding Request	Estimated Cost	Notes	Majority Result	Board Majority detail
DPW	Two additional electronic sign boards for communications (\$15-\$20K each)	\$ 43,600	Previously removed from consideration	YES	5-Yes
Human Services	Bike Racks for E. Lexington	\$ 7,200	New	YES	5-Yes
Economic Dev/DPW	Parklet – needs to be replaced	\$ 75,000	Center Streetscape - planned for FY23	YES	4-yes
Recreation	Outside Shelters (Cost Increase)	\$ 75,000	New/Revised Cost	YES	4-yes
Recreation	Water Fountain Replacement (Center & Lincoln)	\$ 20,000	New	YES	4-yes
Fire Department	Fire Pumper Overage	\$ 82,882		YES	4-yes
Fire Department	New Hose for Fire Pumper	\$ 18,109		YES	4-yes
Recreation	Basketball Hoops (7)	\$ 10,500	New	YES	3-Yes
250th Committee	Website and Promotion	\$ 40,000	New	YES	3-Yes
Fire Department	ATV Ambulance	\$ 93,876		YES	3-Yes
		\$ 466,167			
Economic Development	Visitor Center/Tourism Study	\$ 75,000	New	HOLD	4-Hold
Recreation	Benches & Storage Shed	\$ 40,000	New	HOLD	4-Hold
Human Services	Blue Bikes	\$ 263,000	New (may be funded by earmark)	HOLD	4-Hold
Economic Development	Store Façade Improvement Guidelines	\$ 100,000	New	HOLD	3-Hold
Economic Development	East Lexington Bike Path Landscape Improvements	\$ 400,000	New	HOLD	3-Hold
Recreation	Sustainable financial aid efforts	Grant basis - annual amount TBD	Previously removed from consideration	HOLD	3-Hold
Recreation	Replace Carpeting	TBD	New	HOLD	3-Hold
Human Services	Lexpress Buses	\$ 827,562	New - Fund portion that MADOT does not fund	HOLD	3-Hold
Human Services	Uber Gift Cards	\$ 46,000	Fund portion if Mass Development Grant is received	HOLD	3-Hold
Human Services	Welcome to Lexington Packets	TBD	New	HOLD	3-Hold

Recreation	Broadband infrastructure to Pool and Old Res, Lincoln Field	\$120,000-\$225,000	High Expense/Operational - Not initially recommended by SMT		
IT	Interactive Touch Monitors	\$ 20,000	Parker/Robbins or Hudson		
Town Manager	First Floor Info Screen/Photos	\$ 10,000	Replace 1980's static		
Human Resources	Administrative Assistant	\$ 26,609			
Recreation	Replace fabric furniture in Community Center	\$ 75,000	New		
250th Committee	Penny Imprint Machine	\$ 7,000	New		
Fire Department	ATV Forestry	\$ 60,562			
Fire Department	Ambulance Replacement	\$ 400,000			
Town Manager	21st Century Select Board Meeting Room	\$ 500,000	Update appearance + technology for hybrid/remote meetings	NO	4-no

**Response Legend:**

YES = In favor to distribute ARPA funds for the project this round

NO = Not in favor of using ARPA funds for the project

HOLD = Include in future discussion for possible consideration of using ARPA Funds



**ARPA FUNDING REQUEST BY DEPARTMENTS - UPDATED 8-4-22**

**Projects/Programs Previously Approved:**

Department	Funding Request	Estimated Cost	2022	Notes	Balance
Committee/ Community Requests	Lex Retailer's Association: Discovery Day, Halloween Walk, Holiday Lighting, Taste of Lexington	Grant basis - amount TBD	\$ 50,000		\$ 45,000
Committee/ Community Requests	LCA, Symphony, Munroe Center: Non-profit and Small Business Sustainability Fund for cultural sector	Grant basis - amount TBD	\$ 50,000		\$ 30,000
DPW	Picnic Tables for Center	\$24,000	\$ 24,000		\$ (1,620)
DPW	Bikeways – 6 replacement bottle filling stations (\$6K each)	\$36,000	\$ 36,000		\$ 2,865
Economic Development	Pop Up Business Incubator	\$100,000	\$ 100,000		\$ -
Economic Development	Fund Accessibility Ramp	\$25,000	\$ 25,000		\$ 10,400
Economic Development	Visitor Center website rebuild	\$25,000	\$ 50,000	Increased by \$25K	\$ 50,000
Economic Development	Non-Profit Business Assistance	\$ 50,000	\$ 50,000		\$ 5,000
Economic Development	Additional Small Business Assistance	\$ 300,000	\$ 300,000		\$ 300,000
Economic Development	Store back/ storefront improvement plan	\$ 100,000	\$ 100,000		\$ 100,000
Economic Development	Small Business Assistance	Grant basis - amount TBD (\$250,000+)	\$ 600,000	Program to be determined	\$ -
Fire Department	Salaries	\$ 80,188	\$ 80,188		\$ 15,751
Human Services	Mental Health Services/ Health Clinician	\$80,000- \$100,000 annually	\$ 90,000	Operational	\$ -
IT	Remote/Hybrid Meeting Solution	\$40,000	\$ 40,000		\$ 40,000
LexHab	Lexhab - Vine Street Design Funding		\$ 115,000	Lexhab Request	\$ 48,250
LexHab	Lexhab Request to buy houses		\$ 315,000		\$ 315,000
LUHD	Develop a proposal for a Municipal Affordable Housing Trust & Development Corporation	\$20,000	\$ 20,000		\$ 20,000
LUHD	Take Home Rapid Test Kits	\$25,000	\$ 25,000		\$ 2,137
LUHD	Ongoing Support for Lexington Health Department (contact tracing, food inspections, health nurse)	\$281,000	\$ 100,000	3 years but should end when pandemic ends	\$ 44,416
LUHD	Community COVID testing events	\$150,000	\$ 175,000		\$ 28,000
Police Dept	Lifepak AED devices	\$22,200	\$ 22,200		\$ 10
Recreation	Bottle Fillers - at 3 locations	\$24,000	\$ 24,000		\$ 4,939
Recreation	Outside shelters for programming	\$80,000- \$160,000	\$ 160,000	Funded at high estimate, only the actual would be spent	\$ 160,000
Select Board	Fund SPRD Consultant	\$25,000	\$ 25,000		\$ 18,000
Select Board	Food Insecurity	\$ 150,000	\$ 50,000	Estimate as no actual amount was discussed	\$ 20,000
Select Board	N95 Masks	\$25,000	\$ 25,000		\$ 25,000
Town Manager	Participatory Budget set-aside	\$500,000	\$ 520,000	Add \$20,000 for community engagement tool	\$ 520,000
Total Amount Approved to Date:			\$ 3,171,388		
Total ARPA Funds:			\$ 9,903,381		
ARPA Balance:			\$ 6,731,993		

Department	Funding Request	Estimated Cost	2022	Notes	Balance
<b>Additional 2022 (FY23) Requests (7/25/22):</b>					

DPW	Two additional electronic sign boards for communications (\$15-\$20K each)	\$ 40,000	\$ 43,600	Previously removed from consideration
Economic Dev/DPW	Parklet – needs to be replaced	\$ 75,000	\$ 75,000	Center Streetscape - planned for FY23
Recreation	Outside Shelters (Cost Increase)	\$ 75,000	\$ 75,000	New/Revised Cost
Recreation	Water Fountain Replacement (Center & Lincoln)	\$ 20,000	\$ 20,000	New
Recreation	Basketball Hoops (7)	\$ 10,500	\$ 10,500	New
250th Committee	Website and Promotion	\$ 40,000	\$ 40,000	New
Human Services/Sustainability	Bike Racks for E. Lexington	\$ 7,200	\$ 7,200	New
Fire Department	Fire Pumper Overage	\$ 82,882	\$ 82,882	
Fire Department	New Hose for Fire Pumper	\$ 18,109	\$ 18,109	
Fire Department	ATV Ambulance	\$ 93,876	\$ 93,876	

Additional Amount ARPA Requests:	\$ 466,167
Current Balance:	\$ 6,731,993
Revised Balance:	\$ 6,265,826

#### Other Projects

#### 2022-24

DPW	Water tower replacement	TBD (\$1,000,000-\$5,000,000+)	\$ 1,000,000	Water, Sewer, Broadband Infrastructure
Human Services	Increase affordable housing stock - Providing short-term incentives for larger rental property owners (we've been hearing of the significant burden market rate apartments are having on residents, as well as even longer waitlists for subsidized/affordable housing.)	Grant basis - limit TBD (\$150,000 - \$200,000 annually)	\$ 200,000	Address negative economic impacts
LUHD - Econ Dev	Bike Node/Technical Assistance grant – expand Downtown initiative to increase ridership to East Lexington- bikeway, wayfinding, lighting	TBD - evaluation needed	\$ 100,000	Address negative economic impacts
Sustainability	Participatory Budget set-aside	\$500,000	\$ 500,000	Address negative economic impacts
TMO	Lawn games, Adirondack chair, etc. to encourage outdoor community building	\$3,000	\$ 3,000	Replace public sector revenue
Economic Development	Store Façade Improvement Guidelines	\$ 100,000	\$ 100,000	New
Economic Development	Visitor Center/Tourism Study	\$ 75,000	\$ 75,000	New
Economic Development	East Lexington Bike Path Landscape Improvements	\$ 400,000	\$ 400,000	New
Recreation	Sustainable financial aid efforts	Grant basis - annual amount TBD	\$ 10,000	Previously removed from consideration
Recreation	Replace Carpeting	TBD	TBD	New
Recreation	Benches & Storage Shed	\$ 40,000	\$ 40,000	New
Human Services	Lexpress Buses	\$ 827,562	\$ 827,562	New - Fund portion that MADOT does not fund
Human Services	Blue Bikes	\$ 263,000	\$ 263,000	New (may be funded by earmark)
Human Services	Uber Gift Cards	\$ 46,000	\$ 46,000	Fund portion if Mass Development Grant is received
Human Services	Welcome to Lexington Packets	TBD	TBD	New
Recreation	Broadband infrastructure to Pool and Old Res, Lincoln Field	\$120,000-\$225,000	\$ 225,000	High Expense/Operational - Not initially recommended by SMT
Recreation	Replace fabric furniture in Community Center	\$ 75,000	\$ 75,000	New
250th Committee	Penny Imprint Machine	\$ 7,000	\$ 7,000	New
IT	Interactive Touch Monitors	\$ 20,000	\$ 20,000	Parker/Robbins or Hudson
Town Manager	First Floor Info Screen/Photos	\$ 10,000	\$ 10,000	Replace 1980's static

Department	Funding Request	Estimated Cost		2022	Notes	Balance
Human Resources	Administrative Assistant	\$	26,609	\$	26,609	
Fire Department	ATV Forestry	\$	60,562	\$	60,562	
Fire Department	Ambulance Replacement	\$	400,000	\$	400,000	
	Balance Forward:			\$	6,265,826	
	Total Previously Approved (including 8/8/22):			\$	3,637,555	
	Total 2022-24:			\$	4,388,733	
	Remaining Balance:			\$	877,093	(Includes 2 Additional Years of Participatory Budgeting)

**Items Not currently being requested**

Human Services	Increase affordable housing stock - Providing short-term incentives for larger rental property owners (we've been hearing of the significant burden market rate apartments are having on residents, as well as even longer waitlists for subsidized/affordable housing.)	Grant basis - limit TBD (\$150,000 - \$200,000 annually)	\$	200,000	\$80K Remaining in Takeda Funds could be used in 2022
LUHD - Econ Dev	Women and minority businesses promotion and retention (MAPC)	\$30,000	\$	30,000	
LUHD - Econ Dev	Financial support for Visitor Center and Liberty Ride	\$100,000	\$	100,000	
Sustainability	Add solar to affordable housing (LexHAB, LHA)	\$100,000	\$	100,000	
TMO	Improving Communication - sandwich boards, town-wide mailings (2)	\$11,000	\$	11,000	
Library	Building disease resistant bathroom fixtures	TBD - evaluation needed	\$	50,000	
Recreation	Install fitness equipment for Community Center (outdoor) – add pour-in-place surface ~\$70K	\$70,000	\$	70,000	

## **AGENDA ITEM SUMMARY**

### **LEXINGTON SELECT BOARD MEETING**

#### **AGENDA ITEM TITLE:**

Discuss Select Board Meeting Times

#### **PRESENTER:**

Board Discussion

#### **ITEM NUMBER:**

I.8

#### **SUMMARY:**

The Select Board will discuss meeting start times as of Labor Day on Monday, September 5, 2022. The Select Board meeting start times were moved from 7:00pm to 6:00pm for the summer months of July and August. The first Select Board meeting after Labor Day is on Tuesday, September 6, 2022.

#### **SUGGESTED MOTION:**

#### **FOLLOW-UP:**

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

8/8/2022

7:20pm

#### **ATTACHMENTS:**

Description

Type



Schedule of Select Board Regular and Work Session Meetings

Backup Material

## Current schedule of Select Board Regular and Work Session meetings

SELECT BOARD MEETINGS	TIME	MEETING TYPE
Mon, Aug 8, 2022	6:00 p.m.	Regular Select Board Meeting
Mon, Aug 15, 2022	6:00 p.m.	Regular Select Board Meeting
Wed, August 31, 2022	9:00 am	Select Board Retreat
Tue, Sep 6, 2022	7:00 p.m.	Select Board Work Session or Joint Meeting
Mon, Sep 12, 2022	7:00 p.m.	Select Board Work Session or Joint Meeting
Mon, Sep 19, 2022	7:00 p.m.	Regular Select Board Meeting
Mon, Oct 3, 2022	7:00 p.m.	Regular Select Board Meeting
Mon, Oct 17, 2022	7:00 p.m.	Select Board Work Session or Joint Meeting
Mon, Oct 24, 2022	7:00 p.m.	Regular Select Board Meeting
Tue, Nov 1, 2022	6:00 pm	Placeholder Select Board Meeting (possible STM)
Wed, Nov 2, 2022	6:00 pm	Placeholder Select Board Meeting (possible STM)
Thu, Nov 3, 2022	6:00 pm	Placeholder Select Board Meeting (possible STM)
Mon, Nov 7, 2022	7:00 p.m.	Regular Select Board Meeting
Mon, Nov 14, 2022	7:00 p.m.	Select Board Work Session or Joint Meeting
Mon, Nov 28, 2022	7:00 p.m.	Regular Select Board Meeting
Mon, Dec 5, 2022	7:00 p.m.	Regular Select Board Meeting
Mon, Dec 12, 2022	7:00 p.m.	Select Board Work Session or Joint Meeting
Mon, Dec 19, 2022	7:00 p.m.	Regular Select Board Meeting