

**Lincoln Board of Selectmen
Meeting Minutes
June 2, 2008
5:15 pm**

Present: Chairman Deanna Huot, Selectman Peter Moore, Selectman Patricia McTeague, Administrative Assistant Susan Chenard

Audience members: Lacey Smock, Herb Lahout, WT Bishop and (later) Joseph Chenard

Approval of public meeting minutes of May 19, 2008: A **motion** was made by Selectman Moore, seconded by Selectman McTeague, to approve the public meeting minutes May 19, 2008, as amended. The vote was unanimous. A **motion** was made by Selectman Moore, seconded by Selectman McTeague, to approve the non-public meeting minutes May 19, 2008 and May 21, 2008, as written. The vote was unanimous.

Routine Business

- **Community Center and Van Replacement Update** - Tara Tower, Recreation Director, sent a memo to Chairman Huot. She explained that a newer van cannot be leased as per the wording of the article accepted at the last Town Meeting. The cost of purchasing a suitable one was over the \$20,000 agreed to in that article, so we will make the red van work for this year. Chairman Huot said she would like to talk to Ms. Tower about the need for a 2nd van, if it is only needed for the summer. Ms. Tower also reported that the Community Center parking lot striping will be done in-house after approvals of the plan. Also, Bill Smith of the New Hampshire Electric Cooperative is handling the insurance quotes to make sure we get the right product. She also reported that the donation from Mike Sabourin of Saber Mountain Partners should be received within the next 2 weeks, to fund the beginning of the heating system project. The grant funds will function as a reimbursement for the balance of the project.
- **Union Health Insurance agreement** – A letter of participation is needed, for the union members to switch to their new health and dental insurance, Northern New England Benefit Trust (NNEBT). Town Manager Sutton had not signed it, as he was concerned about the wording regarding how to pay NNEBT. Lacey Smock, Administrative Assistant to the Police Department, looked it over for the Selectmen, as she has some experience in union negotiations, and wrote an explanation on why she thinks it is safe to sign. The Selectmen would still like to make some changes to clarify responsibilities, so Selectman Moore suggested some language on paragraphs three and five. This will be retyped and sent to Tom Noonan, the union's business agent, with a cover letter explaining the changes. Ms. Smock also brought up a typographical error found in the main union contract, which should be fixed. A separate letter will be sent to Mr. Noonan explaining that we found an error and ask them to please fix it.
- **Safety Inspection Update** – Ms. Smock explained that Inspector Roy came up last week to confirm that all errors had been taken care of since her visit in October. There was only one thing left to do; a railing at the solid waste facility. Mr. Beaudin said it was in the budget, but Inspector Roy disagreed and felt it

could have been done for little money and with scrap lumber. She will be back in 30 days, by which time it must be done. She said she would recommend waiving the other fines, as she had not received the letter Ms. Smock sent in February explaining our progress. Other departments, especially public works, went very well. A reminder regarding the next joint loss management meeting will be sent out.

Other Business

As Herb Lahout was in the audience, the Board asked him to step forward. He explained he was here regarding Elvio's restaurant. They are hoping to put outside seating on the grassy area between the restaurant and road, and are asking for the water tap fees to be waived. These would cost \$200 per each of 18 temporary seats, to be used only from July 4 through Columbus Day, and set on the grass. Mr. Lahout explained that since the old Newborn Hairstylist building would now be a furniture store, many water fixtures would not be necessary there anymore, and hoped those points could be transferred to Elvio's restaurant, even though they were on separate lots. (Apparently, there is a letter on file with the planning board regarding grand-fathering of the Newborn building water and sewer outlets.) Selectman Moore felt that Mr. Lahout should come before the planning board and seek approval for expansion of the business first. Selectman Moore will speak with the Planning Board chairman, but suggested Mr. Lahout come in for a conceptual hearing on June 11th, with a possible noticed meeting on the 25th. After Mr. Lahout left, the Board discussed how careful one must be with fairness, the possibility of seasonal use becoming year round, and how to handle pre-existing outlets.

Routine Business

- **Recreation Billing for Woodstock** – The Town of Woodstock has let us know that they would like to be billed for recreation department costs on a monthly basis, rather than semi-annually. Woodstock would like to be billed as we bill for solid waste, so for actual expenses. This seemed to make sense for the Lincoln Board of Selectmen too, to be paid monthly. Chairman Huot would also like to see an administrative fee to cover Helen Jones' hours, as is done with the solid waste department, and the Board agreed. We used to bill based on budgeted expenses. Chairman Huot pointed out that the recreation budget will be over budget this year due to fuel costs, etc. (We will also be sending Woodstock the bill for the fireworks so they pay their \$4000 and we pay our \$4000.) The ambulance service is already billed monthly as well.
- **Town Insurance quotes** – Secretary Chenard reviewed insurance quotes received so far for life, disability and dental insurance. The Board decided to stay with Local Government Center (LGC) for dental insurance, switch to Primex for life insurance, and see what Primex's quote is for disability. We'll need to weigh a good/known company versus lesser cost, and the board asked that we let LGC know the lowest quote and see what they will do to keep our business.
- **Fuel co-op** – The Lincoln Woodstock Chamber of Commerce is creating a fuel cooperative for member businesses, such as the town of Lincoln, to see about a discount for fuel this winter. A meeting will be held Thursday at 11am with more details. Chairman Huot will attend, with numbers of gallons used this year for oil

- and propane, provided by bookkeeper Helen Jones. Some questions arose as to if one needed to be a member of the chamber, what happens if one doesn't use all the gallons estimated, or if one goes over? Is it pre-buy or rate lock? The Board also asked that we call Debbie at Linwood Public School about the Chamber option. Selectman Moore mentioned that the winter-wise propane fixed price is \$2.34/gallon through Franconia Gas. WT Bishop also offered to gather more information at the Energy Committee Forum on Tuesday evening.
- **North Country Council representation** – Secretary Chenard read the email she had received from Mary Deppe of the North Country Council in regards to representatives from the Town of Lincoln to their organization. Currently Planning Board Chair Pat Romprey and Zoning Board Chair Joe Chenard are the representatives, with no one on the transportation council. Selectman Moore explained that at last week's Planning Board meeting, WT Bishop and Tom Smith had expressed interest in these positions, while the two board Chairmen do not have enough time to attend all the meetings. Selectman Moore will ask the Planning Board for recommendations, so the Board of Selectmen can nominate Mr. Bishop and Mr. Smith to these positions, while Mr. Chenard could be appointed to the transportation council, which he has been following. We should also see if Peter Joseph, the new Town Manager, could be suggested to the North Country Council Board in Ted Sutton's place.
 - **Village Core update** – The Riverfront Park Trail may need to remain outside of the 50-foot set-back from the East Branch of the Pemigewasset River. Chairman Huot felt that this area should already be exempt per a meeting she attended with Ted Sutton at DES recently. We will check on the status of the exemption application process. Cartographic made new maps for us 2 years ago, or Joe Chenard (just arrived at 7pm) said that we could get some in Woodsville. We should also check with Steve LaFrance. There was also a discussion regarding appointing a new project manager for the grant funds to be received from the Trails Bureau. As the Village Core committee is under the auspices of the Board of Selectmen, and the money will be coming to the Town of Lincoln, the Board felt Peter Joseph should sign and be the new project manager for the funds.

Other Business:

- Chairman Huot pointed out the report, on the clipboard, from Coldwell Banker Linwood Real Estate regarding the business park listings.
- Timber Tax reports and billing were signed.
- Motor vehicle reports were reviewed. Receipts are up over \$6000.
- Tax lien sums were reviewed. The small figures from 2004-2006 are a bankruptcy issue that should be resolved soon. But tax liens are up considerably for the 2007 levy year.
- Chairman Huot reviewed the ability to borrow from tap fees from ourselves now that the real estate tax bills have gone out, until that tax flow comes in. Our accountants have agreed this is possible and a better solution than borrowing outside.
- FCI/Burndy's has signed the new Industrial Discharge permit, set to begin July 1, 2008. Copies will be sent to DES and EPA by engineer Ray Korber of KV Partners.

- The Selectmen reviewed and signed a pole license petition for moving a telephone pole. This was received from Fairpoint Communications and New Hampshire Electric Cooperative, due to the relocation of the entrance of Cooper Memorial Drive. The lines go underground at a later point.
- Secretary Chenard explained that the restaurant grease issue is under control. The two restaurants that had been causing a mess on Main Street have now gone with “Our Town Bio-diesel”, who will purchase the oil and grease and remove it from the property.
- Cartographic will be coming this Friday and Saturday to review the new tax maps with any interested property owners.
- We have received the \$5000 check from NH Charities for legal work to be done for the Village Core committee’s Riverfront Park Trail.
- We now have a monthly program for pest control for any ants or mice at the Community Center, now that the food pantry is located there, as well as the Meals on Wheels preparations, senior meals and function availability. This will be paid from the maintenance fund.
- Selectman McTeague asked Selectman Moore about the library steps. He is having problems with masons showing up. Selectman McTeague offered to call Steve Poirier, but Selectman Moore asked her to wait just a bit longer.
- Chairman Huot read that Clark’s Trading Post invited the Board of Selectmen to their 80th anniversary party and 50th anniversary of the trains. The party will be on June 28th, starting at 6pm, with fireworks at 9pm. Route 3 will be closed for about 15 minutes at that time.

Public participation

Joe Chenard asked that, now that have the new sign ordinance, we have all signs be grandfathered and photographed by digital photo, then cataloged. The Board felt this was a great idea. Only fixed, permanent signs should be photographed, not sandwich boards, vans, etc. The photos should be filed by 911 address, and contain map and lot information. It would be good to continue by adding new signs as they are approved. The Board will speak to Peter Joseph regarding if he would like to be the new sign officer. It would be a good thing for a fresh face.

At 7:45 pm, the meeting was adjourned and the Board of Selectmen reviewed payroll and accounts payable check registers for the week ending June 1, 2008.

Date: _____

Approved by:

Chairman Deanna Huot

Selectman Peter Moore

Selectman Patricia McTeague