

**Lincoln Board of Selectmen - Meeting Minutes**  
**November 10, 2008 - 5:00 pm**

Present: Chairman Peter Moore, Selectman Deanna Huot, Selectman Patricia McTeague, Town Manager Peter Joseph, Administrative Assistant Susan Chenard  
Grafton County Delegation: Commissioner Ray Burton, Executive Director Julie Clough, Corrections Superintendent Glenn Libby, and Representative Edmond Gionet  
Audience members: WT Bishop and Joe Chenard

Chairman Moore called the meeting to order at 5:05 pm.

**Routine Business**

- **Approval of the Public Meeting Minutes of November 3, 2008** - A motion was made by Selectman McTeague, seconded by Selectman Huot, to approve the public meeting minutes of November 3, 2008, as amended. The vote was unanimous.
- **Meeting with Grafton County Delegation** – Chairman Moore welcomed the Grafton County representatives.
  - Explaining that Lincoln was planning to hold to a 4% maximum general budget increase, he asked what the County was doing in that regard. Commissioner Burton explained that budget season for the county runs from January to May, with delegation members working with specific departments before presenting the overall budget to the entire delegation. Fuel costs are difficult to control, but payroll has not been increased for various departments, such as the Commissioners, and been held to only 2.3% in other departments.
  - The court cases against the jail have been expensive. The costs until the end of October are estimated at about \$308,000, mainly for the case involving the private meeting/caucus that resulted in an opposite vote regarding the bond. Selectman McTeague expressed her frustration with these costs. Commissioner Burton explained that the judge should render a decision by December 7<sup>th</sup>. The delay will also result in changes in construction costs, illustrated by a revised cost in June showing an increase of one million dollars if construction were able to start in March 2009. There is more competition to do the work, but the cost of materials, like steel, is going up. There is a general contractor, but the County will also have a Clerk of the Works to keep an eye on costs.
  - Supt. Libby distributed a copy of the latest newsletter, describing many of the good things happening at the correctional facility, from inmate GED graduations to winter vegetable donations from the farm to local food banks. He described how the State was withdrawing funding from important programs like education, senior services, etc., leaving the County to pick that up. He explained that his goal is to work himself out of a job, by creating a correctional facility, not a jail atmosphere. Supt. Libby highlighted the Drug Court, which takes low-level substance abusers and puts them into supervision and treatment. If they complete the program, they can graduate, but if they break the rules, they go to jail for a day or more, and may end up in state jail. He would have liked to grow this community-based program, but loss of State funds will make that difficult.
  - Regarding the lawsuit's effect on the jail, Supt. Libby said that the old building cannot be upgraded further, per various architects' opinions. Construction may not start in the spring, even if the court rules in favor of the County, as the plaintiffs may ask for an appeal at the Supreme Court level,

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which could make it a long process. Therefore, although the current estimate is \$38 million, the construction costs may be higher when the project finally starts. Supt. Libby explained that in 2005, he was told to create a correctional facility, not a jail, and had many meetings with the delegation and commissioners for step by step approvals. Having pared the facility from \$60 million to \$38 million, the next step would be to pare back the mental and health care facilities, as these facilities are expensive, but serve only a small percentage of the population. However, this population is the one that needs the most care and causes the most disruption if not properly cared for. Supt. Libby thanked the Lincoln Selectmen for touring the jail last year, and they responded that it showed them the need for a new facility, but they still needed to ask that costs be contained.

- Representative Gionet agreed that Supt. Libby was doing a good job and that a new jail was needed. However, he and his constituents (including 8 towns) felt the process was moving too quickly, the plans called for something more than what was currently needed, and that the County should move forward with a more modest and economical approach. He said that Rep. Bulis had shown a plan of a facility that was of comparable size for half the money, but Supt. Libby said that it would actually cost \$8 million more than Grafton County's current plan. Rep. Gionet also noted that we take in female prisoners from Coos County at \$40 per day, but they cost much more, and that the new stainless steel toilets had arrived, but not yet been installed at the current jail.
- The Lincoln Selectmen commended Supt. Libby for his work and how his employees were holding together a failing facility. They asked to be kept informed of any progress, and Rep. Gionet said he had asked Ms. Clough to send us meeting minutes. The Selectmen also asked what cost saving measures were in place, and Supt. Libby explained that they were looking at alternative energy, and that he does not take part in the NH Retirement System, saving the County \$12,000 per year. Town Manager Joseph asked for more public information, and Supt. Libby replied that this project has the most he's ever seen, in part due to former Town Manager Ted Sutton's push for just that.
- Chairman Moore opened the meeting to public comment. Joe Chenard said that a bad situation can cause further problems, so he understands the need for a correctional facility. His issue is the County's lack of a capital budget given that the current jail has been in deplorable condition for 30 years now. Supt. Libby replied that the State legislators would cut here first, citing that at the NAMI conference, only 3 legislators attended and two of those were voted out, so there is no support for the mentally ill that have been dumped on the County. WT Bishop asked if the facility will implement water or energy conservation plans, which Supt. Libby confirmed.
- Chairman Moore closed public comment and asked the delegates if they worked to maintain a certain percentage of budget increase at the County. Executive Director Clough replied that they have never done that. She, Commissioner Burton and Representative Gionet explained that capital improvements just don't make it past Concord. The new maintenance person has been working on improving things, but big items are just requested as a one-time budget item. Chairman Moore explained that we use the CIP to plan the timing

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of replacement as well as funding, and we are able to point at when funding was not approved by the Budget Committee or Town Meeting when needing to acquire larger amounts in a future year. He also explained that sometimes it is more economical to plan for replacement versus repairs.

- Exec. Dir. Clough said the County is working on developing a long-range plan for improvements, but doesn't have funding yet. She then turned to the budget. Health insurance for about 425 employees has gone up 10% this coming year, and the retirement system costs have increased as well. This is besides the wage increases based on merit and cost of living adjustments. Rep. Gionet mentioned that some employees are kept on at an old pay rate when a position has been phased out and they are placed into another position that may have paid less. Commissioner Burton explained that his board felt this was a way to reward longevity. He and Exec. Dir. Clough discussed HB 2, which will remove the cap on long term care spending, and lets the State care for juveniles while the County cares for the growing number of seniors.

- Selectman McTeague asked about the farm budget. Exec. Dir. Clough replied that it had a loss of about \$28,000, but that is out of a \$500,000 department budget, so most costs are covered, and as part of a \$33 million County budget, is a very small part. In the meantime, it keeps inmates productive, gives produce to food banks, etc. The new facility will be better able to utilize even more farm products. Rep. Gionet noted he was proud of the old barn, and it just needed some more repairs.

- Chairman Moore opened the meeting to public comment again. Mr. Bishop asked if the County supplied restaurants with local vegetables, which they do. Mr. Chenard asked if they have enough hay, and was told that yes, they do also mow local fields. Public comments were closed again.

- Commissioner Burton gave some final comments, asking that we forward any comments or requests for community projects. For example, inmates could help with clearing the bike path. He noted several awards received by Exec. Dir. Clough and the nursing home, which was deficiency free at the last inspection. Selectman McTeague asked about nursing home costs, and was told that although costs are about \$220 per day, they receive only about \$151, leaving the balance to go to our property taxes. Commissioner Burton also mentioned the drug prescription savings program, which is available to people and their pets, and has saved residents \$155,000 so far. He said that the Commissioners actively visit the nursing home and farm, keep good relations with funding and decision makers, and are offering meeting space to congressional delegation.

- The Selectmen thanked everyone for coming, and after much hand-shaking, the delegates left around 6:30pm.

- **Discussion regarding grease restrictions in Sewer Ordinance** – Town Manager Joseph distributed some relevant sewer ordinance pages to the Selectmen, explaining that we have an issue at the pump station at the southern end of Route 3 in Lincoln. An unusual amount of grease accumulates there from Route 3 North, costing about \$2,000 to have it pumped this summer, another \$2500 to pump five cubic yards this October and more fatty animal grease is already accumulating. We need to discover and prove exactly where it comes from. We have a 100 mg/l outflow limit, which is good, but we need to measure at the tap, not at the sewer

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connection. Director of Public Works Bill Willey would like a tap installed into the sewer outflow line from the kitchens, on the outside of the buildings, so as not to disrupt business. However, the ordinance does not specify who would pay for that installation cost.

- For those locations with outflows higher than 100 mg/l, the solution is an internal grease trap or large external grease trap, but the cost to install these (up to \$10,000) seems to stop some people from doing it. Often, internal traps are too close to the hot water from the dishwasher, so grease doesn't solidify. Also, grease traps can fill up quickly and overflow into the sewer system. Enzymes are also used, which keep grease too fluid to hit the trap, but rather hits the town sewer system.
- There was discussion of changing the sewer ordinance to give Director of Public Works Willey a better way to enforce it. Should tap installation be charged to the business or the Town? Who should bear the cost of sampling tests, currently at \$130 each? Should fines be changed, as we have already spoken with all establishments? How should the FOG volumes be changed to reflect volume of business in Lincoln? The Selectmen felt the taps on Route 3 should be installed and tested as soon as possible, and then the Town Manager would work with Mr. Willey to discuss possible revisions to the ordinance. Joe Chenard also suggested mandatory backflow prevention in all new buildings.

➤ **Town manager's report**

- We have scheduled two RSA 41:14-a hearings, on November 17<sup>th</sup> and December 1<sup>st</sup>, to transfer the Business Park lots to Donahue, in accordance with the agreement, and are looking at December 8<sup>th</sup> for the vote to transfer. The Planning Board was scheduled to make the recommendation Wednesday, November 12<sup>th</sup>. The Town Manager has reviewed the procedure with Mike Donahue. However, it seems neither Chairman Moore nor Selectman McTeague will be available for the December 1<sup>st</sup> meeting, so Selectman Huot will likely reschedule the December 1<sup>st</sup> meeting to the 3<sup>rd</sup>, and the 8<sup>th</sup> to the 10<sup>th</sup>.
- This Wednesday and Thursday is the Local Government Center conference. Town Manager Joseph and Administrative Assistant Chenard will be out. The Selectmen will also attend when possible and will try to carpool.
- Initial budgets should be out by next Monday at the latest, and the Selectmen can discuss them on November 17<sup>th</sup>. Chairman Moore brought up the COLA figures. CPI for the northeast regional area is 5% over last year, at the moment. We're thinking of doing 2.5%. The solid waste department has some significant equipment replacement needs next year, and Jackie Pierce will be retiring this December, so payroll should go down. Woodstock may not budget the same for those capital expenditures, but we will plan to do so as needed, putting in \$10,000 as opposed to \$5,000 this year. Chairman Moore said the Planning Board made some revisions to the CIP, as did the meeting this morning, but they were mainly minor details. Selectman Huot mentioned the need to move things to the Maintenance Budget if not done annually.
- Town Manager Joseph showed the Selectmen an anti-idling policy he created in his previous position. He will run it by the department heads. There was some discussion as to the issues with unattended running vehicles. There

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doesn't necessarily seem to be any abuse of idling, but it is good to have a policy on record and set the precedent.

**Other Business**

- Chairman Moore asked about the sign policy. The Town Manager replied that formal violation letters will be sent out this week, with fines due in 30 days. The letters are being sent to the property/land owners.
- Selectman Huot asked if the Planning Board agenda included the industrial park, which it did.
- Insulating in the community center has been problematic. Recreation Director Tower has not heard back from Bill Smith of the New Hampshire Electric Cooperative after multiple calls. It seems the cost to do the insulation cannot be covered with the projected savings in the electric bill in the specified time. So we are now looking to see if David Dovholuk could do the job internally. The quotes were too high through the NHEC program. The new heaters are doing a good job though, and Teneil Rineer says the building is more comfortable, with a more even air flow.
- The annual holiday party will be on December 12<sup>th</sup>, at the Community Center. It should be an exciting time and will include a bonfire.
- Lincoln has won the best Town Report in our population category again. There was discussion if we should reduce the number of reports created each year. As we have only a half box left over, it was decided to only reduce the amount by 50, as many people like to write on them during the Town Meeting.

**Public Participation:**

- Mr. Bishop asked to attend the Energy Fair in Bethlehem on November 15th. The Selectmen approved his request for mileage reimbursement if he would report on it. He also noted that there are still street lights on during the day. The Town Manager said the police department is logging this, both when they are on and off at the wrong times. Mr. Bishop said Sergeant Cooper has been talking to the seniors to answer phones in an emergency, and where to go in an emergency, etc. possibly in relation to the CERT/citizen corps program.
- Deanna Huot noted that the Senior Citizens Christmas party is scheduled for Mr. W's, on Monday, December 8<sup>th</sup> at 10am. She invited everyone to join the seniors, and said there was no need to bring money. After 35 years, this is Gloria Morin's last year of coordinating the event.

At 8:06 pm, the meeting was adjourned.

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

Approved by:

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Chairman Peter Moore

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Selectman Deanna Huot

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Selectman Patricia McTeague