

**LINCOLN PLANNING BOARD
REGULAR MEETING MINUTES
TUESDAY, NOVEMBER 26, 2013 – 6:00PM
LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN NH**

APPROVED

Present: Chair R. Patrick Romprey, Vice-Chairman Jim Spanos, Clerk John Hettinger, Paula Strickon, Selectman OJ Robinson, and Taylor Beaudin (alternate), and Norman Belanger (alternate).

Members Excused: None

Members Absent: None.

Staff Present: None.

Guests: Paul Beaudin II, Billy Conn, Edmond Gionet, and Darin Wipperman, Reporter for the Littleton Courier.

I. CALL TO ORDER: by Chairman Pat Romprey at 6:05 P.M.

Chair Pat Romprey called the meeting to order.

II. CONSIDERATION OF THE CAPITOL IMPROVEMENT PROGRAM (CIP) FOR 2014.

The board made one change on page 21. The date for Item Maintenance Of Town Owned Property, Project #4 Municipal Building Roof Replacement was changed from 1999/2015 to 2013/2033.

Motion to open the public discussion on the 2014 CIP.

Motion: Robinson.

Second: Hettinger.

Motion carries unanimously by all members present and voting (5-0).

Chairman Romprey apologized to those in the audience who had attended the last meeting on November 13, 2013 and were not able to speak. It was not the Board's intent to not allow members of the public to be able to deliver comments. The Board typically schedules a work session where the CIP is presented and discussed. A public hearing typically takes at the next Planning Board Meeting. The November 13, 2013 meeting was incorrectly noticed as the public hearing on the CIP.

Paul Beaudin expressed concerns that he had inquired about being a citizen participant on the Capitol Improvement Program Committee (CIPC), but was not able to do so or attend the meetings as the CIPC is the only committee that meets during the day when a majority of the public is at work and unable to attend meetings. He suggested night meetings as a way to boost public participation in the process.

Paul Beaudin pointed out a typographical error on page 9; the committee is comprised of four members. The report lists it as being comprised of three. He also suggested that all members of the CIPC be taxpayers/residents. It was explained that some of the members of the committee were given recognition in their capacity as Town employees and not as taxpayers/residents.

Paul Beaudin questioned whether item #7 should be included in the Solid Waste Facility Capitol Improvement Plan. A discussion ensued.

Paul Beaudin noted that the CIP's by-laws state that the Planning Board is to have its public hearing on the CIP and adopted and distributed by the end of August.

Paul Beaudin suggested that projects are listed in numerical order and not chronologically as stated on page 12 of the CIP. He also suggested that projects of less than \$15,000 not be included on the CIP as these items should be considered regular maintenance items that would be included in the operating budgets of the respective departments, and reviewed during the normal budget process with department heads. Item #'s 8, 23, and 26 were cited as examples.

John Hettinger explained that the CIP is a detailed list of items that the Town needs, which gives the citizens the opportunity to review projects that are underway or proposed.

Paul Beaudin stated that monies should not be spent just because the CIP account is fully funded, but rather re-allocated to more urgent priorities if the item is not needed at the time. He pointed out as an example a 2007 diesel pick-up with only 53,000 miles that was replaced simply because funds were available in the CIP fund.

Paul Beaudin recommended that the Town seek grant monies as a way of stretching the funds in the CIP.

Paul Beaudin noted that the Loon Mountain Road reconstruction was in its last year and should not remain on the CIP.

Paul Beaudin queried as to who owned the road at the sold waste facility slated for repaving under item #30 on the CIP. It is owned by the Town of Lincoln.

Paul Beaudin stated his opinion that the Village Center and Riverfront Park, item #31, may be ill-advised due to previous flooding.

Paul Beaudin thought that the Department of Public Works Doors, item #38, had already been replaced. OJ Robinson pointed out that no monies were budgeted for the doors as they're not due for replacement until 2043. Paula Strickon stated that the current CIP is for the benefit of current and future committee and community members.

Paul Beaudin continued to stress his point that the CIP is to be used for large, capitol projects that are not part of the normal operating budget. He suggested that maintenance items that were neglected by department heads were wrongly included in the CIP and that communication between the Board of Selectmen and department heads was breaking down as a result.

Bill Conn stated that criteria needed to be established for placing an item under \$15,000 into the CIP rather than in the operating budget of a department.

John Hettinger reiterated his position that the CIP was an opportunity to receive input from department heads and for the public to be made aware as to what was taking place around town.

Paula Strickon asked Paul Beaudin how many items he thought were included on the CIP that shouldn't be. Paul replied 19-20.

John Hettinger shared his thought that the budget should be an open process for the benefit of the taxpayers and items should not merely be buried in the budget. Paul Beaudin stated that taxpayers should attend the regular budget hearing to learn about the budget.

Chairman Romprey asked Paul Beaudin if he has a list of suggested changes to the CIP. He didn't.

Paul Beaudin pointed out that the public works department would replace its backhoe in 2014 simply because it was funded even though it isn't in need of replacement. He pointed out the backhoe at the solid waste facility has many more hours on it, but is not due to be replaced anytime soon due to the amount of preventative maintenance that is done on it.

Bill Conn asked why the well control at Cold Springs, item #8, was included in the CIP when there are controls at other facilities in town that are included in the department's operating budget as maintenance items. He suggested that items were being placed into the CIP by department heads as a method of flat lining their budgets. OJ Robinson stated that this is something he would be willing to look into for next year's CIP.

Paul Beaudin stated that ordinary maintenance and replacement items should not be done on an emergency basis. If a valve or control is needed it should be ordered and on hand when the time comes for replacement.

Chairman Romprey suggested that the CIPC take Paul Beaudin's comments and review them. OJ Robinson reiterated his preference for not changing 2014's CIP, but review them while drafting 2015's CIP. Edmond Gionet pointed out that at the State and County levels of government members change every two years and things don't get done by waiting a year.

Chairman Romprey suggested that large maintenance items be earmarked in the respective department's operating budget.

OJ Robinson suggested that the lawn tractor at the community building be removed from the CIP and placed into the operating budget. Paul Beaudin asked that the board and CIPC members take a look at the CIP from a fresh perspective.

Bill Conn asked about why the money allocated for the Community Center Kitchen upgrade, item #53, was spent on the garden. OJ Robinson replied that when clearing was done for the garden, the deficient retaining wall was exposed and it was decided by the Board of Selectmen that the money would be better spent alleviating this hazard.

A discussion ensued as to how the backhoe, roads, and other CIP items are prioritized. OJ Robinson replied that the CIPC relied on the expert opinion of the respective department heads when making a decision.

Edmond Gionet queried as to why \$500,000 was being requested, item 32, to recalibrate the water meters that the Town was not going to use. John Hettinger explained that no money was appropriated; it was just a line item in case a need arose.

Edmond Gionet inquired about the \$90,000 being spent to box out Rue Gionet, he thought that the price was high for 192'ft of road and was concerned that some the funds were being budgeted to repair a catch basin on private property. It was his opinion that the culvert on Rue Gionet was in need of repair because it had not been properly cleaned and maintained. The Board agreed that the \$90,000 figure needed to be looked at. (Note: After the meeting Mr. Gionet corrected his statement: Rue Gionet is 293 feet long, not 192 feet long.)

Edmond Gionet expressed a concern that some of the Beech Wood I paving and drainage repairs, item 36, were on a private road. It was explained that the Town took title to the top section Beech Wood I. He also queried about the replacement schedule for the Town's vans. It was noted that every Town vehicle now has a logbook to track usage and reduce mileage expanses.

Chairman Romprey thanked the audience for their participation and comments.

Motion to close public discussion on the CIP.

Motion: Robinson.

Second: Hettinger.

Motion carries unanimously by all members present (5-0).

John Hettinger asked that the Board amend the by-laws to so that the CIP will be due from the CIPC towards the end of the year and more in-line with budget time. The following changes were made:

- 1. Change the date under Maintenance Of Town Owned Property, Project #4 Municipal Building Roof Replacement from 1999/2015 to 2013/2033;*
- 2. Correct the spelling;*
- 3. Remove under Vehicles and Heavy Equipment, Subsection "Miscellaneous/ Maintenance/ Replacement", item B the lawn tractor for \$5,200 for 2014 and then \$2000/year for 2016 – 2019;*
- 4. Remove under Community Center, Project #81 "Community Center Building Maintenance" listed as ongoing for \$5,000/year. They will put this expenditure in the regular operating budget for Recreation Department.*

Motion to adopt the CIP as presented with corrections

Motion: Strickon

Second: Hettinger.

Motion carries unanimously by all members present (5-0).

III. ADJOURNMENT:

Motion to Adjourn.

Motion: Robinson.

Second: Hettinger.

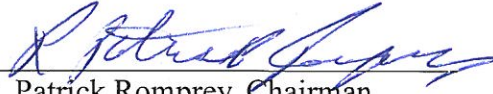
Motion carries unanimously by all members present (5-0)

The meeting was adjourned by at 7:34 pm.

Respectfully submitted,

Jim Spanos, Planning Board Vice-Chair

Dated: January 8, 2014


R. Patrick Romprey, Chairman