

LINCOLN BOARD OF SELECTMEN
MEETING MINUTES
MARCH 28, 2016
LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

APPROVED

Board of Selectmen Present: O.J. Robinson, Jayne Ludwig and Tamra Ham.

Staff Present: Town Manager Burbank, Recording Secretary Wendy Tanner, Fire Chief Ron Beard and Police Chief Ted Smith.

Public Present: Miles Moran, Paul Beaudin, Tammy Gionet Dutilly, Roger Harrington, Steve Noseworthy, Tom Tanner, Dave Beaudin, Jim Welsh and Deborah M. Celino.

I. CALL TO ORDER

Chairman Robinson called the meeting to order at 5:30 P.M.

II. REVIEW AND APPROVAL- MINUTES OF THE PREVIOUS MEETING

- Review of minutes from March 21, 2016

MOTION: “to approve the minutes of March 21, 2016 as amended.”

Motion: Tamra Ham

Second: Jayne Ludwig

All in favor.

III. ELECTRONIC MEDIA & FRAUD POLICY *Discussion*

Fraud Policy

The Fraud Policy is currently being reviewed by Town Council. The fraud policy will be reviewed at the next Select Board Meeting.

Electronic Media Policy

In section 5c, External Links, Tamra Ham questioned why some non-profits seem to be excluded from the external links category, and noted that in the past, Friends of Rec has run advertisements on the town web site. Town Manager Burbank stated that it would not exclude Friends of Rec, and is not limited to the non-profits that are listed, and the policy does allow for the Town to review individual requests for approval or denial.

The section on encryption will be removed. There were a few other minor grammatical corrections to the policy.

IV. ZBA APPOINTMENT *Discussion*

The Select Board will meet in non-public session to discuss the town attorney’s response regarding conflict of interest as it pertains to Planning and Zoning Boards. The appointment of ZBA members will be discussed again at the next meeting.

V. OLD/NEW BUSINESS

Town Managers Report

Tri-State Capital Bond for Black Mountain Road

The bond will be paid to the Town of Lincoln in the amount of one hundred thousand dollars (\$100,000). Now that it has been determined that the town will receive the funds, Town Manager Burbank will discuss with the Department of Revenue Administration (DRA) to determine how the funds can be used. It is perceived that the only thing the funds can be used for is the repair or reconstruction of Black Mountain Road as that is what the bond stated. There was a question if the \$100,000 would be sufficient for that project. There was a discussion as to whether a lien would need to be filed to help pay for the remainder.

Junk Yard

Town Manager Burbank spoke with Joe Chenard and he agreed to meet with the Select Board members but did not give a date. Chairman Robinson felt they should meet sooner rather than later because it will be going to court in July.

911 Street Numbering

Town Manager Burbank met with Chief Wetherell, Chief Beard and Chief Smith to get more information on the 911 address concerns. The majority of the issues are private homes that did not re-number during the original 911 mapping and addressing process. Having the correct 911 address on your home is a state law, not a local ordinance.

In The Village at Loon Mountain when guests rent and are checking in, they are not given the 911 address of the unit they are renting. This can potentially cause confusion on the part of the renter when the emergency vehicles cannot find their unit. Chairman Robinson suggested that the town write letters to the offending homes and condominiums in Lincoln to notify them that their home is not properly numbered, which potentially creates a dangerous situation for the occupants as well as confusion for first responders. Town Manager Burbank mentioned that some of the units at The Village at Loon Mountain have multiple numbers on the buildings, and one of them is the 911 number, the other is an internal number used by the Village homeowners and association which causes additional confusion. Chief Smith will talk to the Village management to see what can be done. Other locations in town will receive a combined letter from Chief Wetherell, Chief Beard and Chief Smith.

Maple Street Stop Sign

Town Manager Burbank explained that the Public Works Department (PWD) will first try painting a white stop line at the end of Cross Street to encourage vehicles to stop. If the line does not work, the PWD will try stenciling the word STOP on the pavement before the line.

Bonding Options

The articles that passed at the March Town Meeting and required a bond are:

- The Levee
- Beechwood I Roads
- Pollard Road Sidewalk

Chair Robinson thought that Beechwood I roads bond should be for ten (10) years for two reasons. 1.) Ten (10) years is the length of Loon's payment back to the town. 2.) It will be in line with the town's Capital Improvement Plan (CIP).

Chair Robinson thought that the Levee should be for 20 years, again to be in line with CIP.

The Pollard Road Sidewalk was never addressed by CIP because it was not a decided project. A discussion ensued about the length of the bond for the Pollard Road Sidewalk. Depending upon the terms of the bond the principal could be paid off earlier than the actual length of the bond. Some banks will not allow early payoff of the bond. Town Manager Burbank will ask Finance Manager Jones to research different banks and terms for both 8 year and 10 year bonds for the Pollard Road Sidewalk project.

Town Report

Meeting with Public Works Director

Chairman Robinson would like to go over CIP with the Public Works Director to get a better understanding of what projects will take place this year and to talk about the CIP process.

Department of Revenue Administration (DRA)

DRA has requested a three way meeting between a member of the Select Board, a town auditor and DRA member. Chair Robinson will sit in that meeting.

River Front Park

Tamra Ham asked if there was any word from the town engineer Ray Korber about River Front Park. They are still waiting for the snow to melt and a report to come back so they can finish their environmental assessment.

Center Turn Lane on Route 112

Jayne Ludwig inquired about the center turn lane and if any signage had been explored. Chief Smith said that on the crowded weekends there would be electronic signs at each end of town advising people to use the center lane to make left hand turns. Town Manager Burbank said that the town needs to measure their requests with the DOT when it comes to issues on Main Street because they continually push back with taking away the center lane and parking and making Main Street two lanes in both directions.

Jayne Ludwig feels that many of the signs in town are old and no longer efficient and should be replaced. Town Manager Burbank said that the Public Works Director has been changing some of the signs that were old and faded and has been making a list of older signs for replacement in the future. The signs will be discussed with the Public Works Director when they discuss CIP.

Levee design

Chairman Robinson asked when the engineers will get back to the town with the design of the levee. The engineers are currently discussing easements, or lack of easements and what to do with each one. There is a discrepancy between the latest LAMP reports which measured the top elevations of the levee and do not coincide with the FEMA reports. The actual elevation is important to creating the design and needs to be reviewed to determine which report was incorrect. If the elevations need to be redone, it may cause an increase in engineering costs on the project. This is an ongoing project.

Public Participation

Roger Harrington

Roger Harrington has a map from 1960 when the levee was built that may help. Town Manager Burbank will show the map to the engineers to see if it helps them with the design.

Paul Beaudin

Paul Beaudin questioned the increased cost of the levee. Town Manager Burbank explained that if we needed to redo the elevations there will be an increase in cost.

Paul Beaudin mentioned the Water Assessment presentation that was presented at the last Planning Board meeting given by Hoyle & Tanner, Engineers, Inc. and questioned if the town had given any thought about charging for water usage. The Select Board said they did not discuss water. Paul Beaudin feels that charging for water would help the town conserve water. Chairman Robinson felt that it would shift the burden of the water from the second home owners to the primary residence.

Different ways to charge for water were debated. Paul Beaudin felt that the way Woodstock charges for water could also work in Lincoln. Chair Robinson felt that would put the burden more on the full time residents and decrease the fees for the second home owners.

Tamra Ham would like to see this topic put on an agenda so that town residents can give input as well. There are multiple ways for a municipality to charge for water, and all should be researched before a decision is made.

Water meters in town are old and need to be replaced. Some members thought that the newer homes in town that had newer meters could be read now. Paul Beaudin offered the Rural Water Association (Granite State Rural Water Association) as a resource for the Select Board to consider. Chairman Robinson asked if a task force should be created to help gather information.

The Select Board would like to discuss the water concerns at a public meeting with a target of sometime in May.

Paul Beaudin questioned the Community Center Building roof and if other roofing materials (other than architectural shingles) such as metal roofing were considered for the project. Town Manager Burbank explained that the project was a cooperative project with the Lincoln-Woodstock Rotary Club (the town is putting the roof on and the Rotary Club is completing the inside). Paul Beaudin thought that architectural shingles were very expensive, and feels this project could be done for less money by using a different product

Miles Moran

Miles Moran mentioned that a couple of months ago there was a proposed change of use on some zoning parcels on O'Brien Avenue and Louann Lane. Miles Moran presented a petition to the Select Board with 28 signatures collected from the Maple Street and the Pollard Road area asking that the five (5) lots in question be changed back to Rural Residential from the General Use zone. The petitioners believe that it will maintain a contiguous atmosphere of their neighborhood. Miles Moran explained that all the lots were originally Rural Residential (RR) lots and were developed as part of the Rutherford subdivision.

There will be a public hearing for the article and the petition, and will become a warrant article on the March 2017 ballot.

Tammy Gionet Dutilly

Tammy Gionet Dutilly asked if there was a date set for sweeping the streets. Chairman Robinson said that when they schedule a timeframe for sweeping it should be published and will be announced at the weekly Select Board meeting.

VI. NON PUBLIC SESSION Pursuant to RSA 91-A: 3II (a,c,e,d)

MOTION: "to enter non-public session."

Motion: Chairman Robinson Second: Tamra Ham All in Favor.

MOTION: "to come out of non-public session and back into public session."

Motion: Tamra Ham Second: Jayne Ludwig All in Favor.

VII. ADJOURNMENT

After reviewing the weekly accounts payable and with no further business to attend to, the Board made the following motion.

MOTION: "To adjourn."

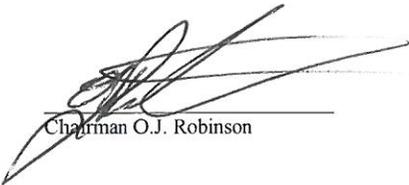
Motion: Jayne Ludwig Second: Tamra Ham All in favor.

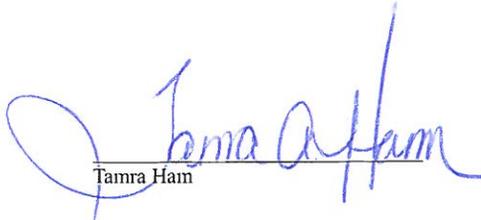
The meeting adjourned at 7:19 P.M.

Respectfully Submitted,

Wendy Tanner

Approval Date 4/4/16


Chairman O.J. Robinson


Tamra Ham


Jayne Ludwig