

**Town of Lincoln**  
**Board of Selectmen Meeting Minutes**  
October 1, 2012

**Board of Selectmen Present:** O.J. Robinson, Tamra Ham, and Patricia McTeague.

**Staff Present:** Public Works Director William Willey and Administrative Assistant Brook Rose.

**Public Present:** Lutz Wallem, Chester Kahn, John Hettinger, Jim Spanos, and Alex Sousa.

## **I. CALL TO ORDER**

Chairman O.J. Robinson called the meeting to order at 5:35PM.

## **II. REVIEW AND APPROVAL -MINUTES OF THE PREVIOUS MEETING**

The Board reviewed the September 24, 2012 meeting minutes.

**MOTION: “To approve the meeting minutes of September 24, 2012 as presented.”**

**Motion: Patricia McTeague            Second: Tamra Ham            All in favor.**

## **III. PUBLIC HEARING Pursuant to RSA 41:14-a Acquisition or Sale of Land**

O.J. Robinson explained that the Town has received an offer on lot 6 in the Industrial Park. He added that according to statute, the Board is required to bring this offer to the Planning Board, which was done last Wednesday night, and to hold two public hearings. The second hearing is scheduled for October 15<sup>th</sup>.

**MOTION: “To open the public hearing.”**

**Motion: Patricia McTeague            Second: Tamra Ham            All in favor.**

Chester Kahn, representative for the buyers, stated that Planning & Zoning Administrator Michael Asciola informed him that the buyers are required to go through site plan review on the lot as it is a change of use. Mr. Kahn stated many reasons why he does not believe this is a change of use and stated that it is redundant and excessive to put this extra burden on the buyer. After a brief discussion, the Board agreed that while they want to keep things simple and streamlined for the buyers, it is not in their authority to waive this requirement. Jim Spanos stated that the applicant can always apply for a waiver of site plan review. Chester added that Michael has already added the applicant to the Planning Board agenda for October 10<sup>th</sup>. Tamra Ham stated that she would be in favor of waiving the fees for site plan review. The Board agreed. O.J. added that the business that will be going on to this lot is an existing machine shop in Massachusetts that will be expanding operations to Lincoln and will create three part time positions and two full time positions. Bill Willey questioned the water and waste water needs for the business. Chester replied that there isn't any waste water or water needs other than what would be required for a half bath and one sink. He added that he believes the business will only require a standard sized water line.

**MOTION: “To close the public hearing.”**

**Motion: Patricia McTeague            Second: Tamra Ham            All in favor.**

## **IV. APPOINTMENTS**

**Public Works Director William Willey re: Projects Update**

Bill Willey informed the Board that the Pollard Road drainage project is progressing nicely. The project clean up will commence tomorrow and resurfacing next week. The Public Works Department will start work on the Kanc Rec area on Thursday. They are going to do some fill and drainage work on the slopes. After all of this work is done, the construction will be complete for the season.

Bill informed the Board that he had a complaint concerning a lack of signage making drivers aware that Franklin Street is a dead end street. Bill is unsure of anything else he can do to make drivers aware above what is already in place which is a spray painted sign on the roadway and a sign on the telephone pole. He cannot put signs on private property. There was no further discussion on the matter.

Bill informed the Board that he received an estimate of \$123,000 which includes a 15% contingency for the work needed at the water treatment plant. This estimate covers the concrete work, additions to the SCADA system, electrical, relocating the heaters, as well as the chemical work. The work will take about 90 days to complete once the engineering is done.

**MOTION: “To allocate \$123,000 for the Water Treatment Plant work which includes a 15% contingency with \$109,000 to be paid out of impact fees and to move ahead with the bid process.”**  
**Motion: Tamra Ham            Second: Patricia McTeague            All in favor.**

Bill also brought up the troubles he is still having with Fairpoint. There were communication issues at the Indian Head pump this week. The Board discussed possible alternatives. Bill will work with Michael Asciola to address this issue with Fairpoint and if nothing is done the Board may contact the Public Utilities Commission.

O.J. Robinson informed Mr. Willey that he received a complaint regarding the lack of stop sign on the south end of Hanson Farm Road. Bill replied that O.J. should speak with the Police Department on this matter. O.J. also brought up the Welcome to Lincoln sign on Route 3 that has been destroyed over the past year. At Tamra's suggestion, Bill Willey will contact a local sign maker to get an estimate on a new sign.

## **V. Report from Capital Improvements Plan (CIP) Committee**

John Hettinger gave a report on this year's meetings of the CIP Committee and outlined the revisions to the CIP. The 2013 CIP is \$996,900. A substantial portion of the increase is due to funds being set aside for the dredging of the sewer lagoons, Pollard Road reconstruction, the repairs to the river intake at the Water Treatment Plant, and the Loon Pond dam. O.J. Robinson added that the CIP Committee is attempting to even out the CIP so that it is level funded rather than up and down every year. They are also trying to stay away from bonding large projects. He added that the Town is looking at an average of one million dollars per year just to maintain the infrastructure currently in place. There are several items that the Town hasn't been setting aside funding for that are catching up to the Town now and must be addressed. The Board briefly discussed various items that should or should not be added to the CIP. Patricia McTeague stated that that the Board has discussed the CIP being underfunded for many years now so it is time that the Town address this. The Board thanked John for his quality work on the CIP.

## **VI. Other Business as Presented**

### **Town Manager Position**

Lutz Wallem questioned where the Board is at in the process of hiring a new town manager. O.J. Robinson stated that the Board would like to get someone in the position as soon as possible but doesn't have anything to report at this time.

## **NHLGC Forum**

O.J. Robinson briefly updated the Board on the LCG Forum he recently attended regarding the verdict on LGC's mishandling of funds. The Town most likely won't be receiving any funds back as they are not a member of LGC's health trust.

## **VI. NON-PUBLIC SESSION**

**MOTION: "To enter into non public session pursuant to RSA 91-A:3II(b)."**

**Motion: Tamra Ham          Second: Patricia McTeague**

**Roll Call Vote: Tamra Ham in favor  
Patricia McTeague in favor  
O.J. Robinson in favor.**

The Board entered Non-Public Session at 7:35pm.

**MOTION: "To come out of Non-Public Session."**

**Motion: Tamra Ham          Second: Patricia McTeague**

**Roll Call Vote: Tamra Ham in favor  
Patricia McTeague in favor  
O.J. Robinson in favor.**

The Board came out of Non-Public Session at 8:00pm.

**MOTION: "To seal the Non-Public Meeting Minutes in perpetuity."**

**Motion: Tamra Ham          Second: Patricia McTeague**

**Roll Call Vote: Tamra Ham in favor  
Patricia McTeague in favor  
O.J. Robinson in favor.**

## **VII. ADJOURNMENT**

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

**MOTION: "To adjourn."**

**Motion: Patricia McTeague    Second: Tamra Ham    All in favor.**

The meeting adjourned at 8:15pm.

Respectfully Submitted,

Brook Rose

Approval Date \_\_\_\_/\_\_\_\_/\_\_\_\_

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Chairman O. J. Robinson

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Vice Chair Patricia McTeague

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Tamra Ham